

Location: Copley/Price YMCA

Materials: Sign-in sheets, training materials boxes, first aid kit, poster paper (post-its), blue tape, signage for doors, waters, sign-in sheets, laptop, projector

Student Staff Reminders: Please make sure to arrive on time at 7:45am. Make sure to bring your Advisor/Tutor Manuals. Wear comfortable clothing and closed toe shoes, we will be participating in a hike as part of our teambuilding activity.

- 7:00-7:45 a.m. **Setup (Freddy, Belgy, Becky, Laura, Melissa, Lillian, Nadia, Beth, Jose E.)**
- 7:45-8:00 a.m. **Breakfast/Registration**
(GU Continental Breakfast/Becky buys, gets reimbursed)
(Parent Center provides own breakfast)
- **Materials:** Sign-In Sheet, Pens, Highlighters, Emergency Contact Forms
- 8:00-8:15 a.m. **Welcome/Intros (Lillian) 15mins.**
- 8:15-8:25 a.m. **Ground Rules (Melissa/Becky) 15mins.**
- **Materials:** Post-it paper/chart paper, markers
- 8:25-8:40 a.m. **Icebreaker: Guess your Peer (Claudia/Gio) 15mins.**
- **Instructions:** We give each advisor/tutor a notecard during breakfast. They must write down 5 facts about themselves and their name at the bottom. After we have collected all the cards, we split the group into two. (Mixed between GU/CAC)
Each team must guess who their peer is while the person is reading the card. Points are awarded by how fast they guess:
 - 5-points first clue
 - 4-points second clue
 - 3-points third clue
 - ...and so on.Whichever team has the most points in the end wins.
 - **Materials:** Notecards and Pens
- 8:40-10:40 a.m. **Check-In Activity: Shoe Activity (Julio) 2hours**
- **Instructions:** Have everyone form a circle and ask them to take off their shoes. Let everyone know that this is a silent activity and that everyone is expected to participate. Ask for one person to stand in the middle of the circle and face another staff member. Each person will get to respond to 2 statements and face a different person. They will say "My name is _____ and (followed by the statement)". Once they are done they can return to their seats.

Debrief: What was this experience like for you? How does this relate to our work with students and each other?

Statements:

1. My biggest fear is
2. If you really knew me you would know
3. What I don't want people to know about me is
4. When I think about my mother
5. I have been the most scared when
6. When I think about my father
7. When I get angry I
8. What makes me sad?
9. In the next 10 years I see myself
10. What makes me happy?
11. I feel most embarrassed about
12. I never want my family to find out
13. The last time I cried
14. My favorite childhood memory is
15. If I could talk to my father I would say
16. If I could talk to my mother I would say
17. What I would say to my inner child is
18. I felt the most proud when
19. What keeps me motivated?
20. When things are not going my way?
21. What is important in my life?
22. I felt shame when
23. I felt hopeless when
24. When I think about death
25. When I experience conflict
26. In my family love
27. When I am stressed out
28. I want others to think of me as
29. To me, grief or loss
30. When I was 15, I felt
31. I am an advisor because

- **Materials:** Tissue

10:40-10:50 a.m. **Break** 10mins.

10:50-11:20 a.m. **Data: "A Program Perspective using Evaluation Data" (Tricia)** 30mins.

(Jose E. & Freddy meet JP in front of YMCA, escort him to set-up @ 11:00am)

- 11:20-12:00 p.m. **Lunch Break: Super Cocina (CAC Open PO) 40mins.**
 - **Materials:** Super Cocina will provide all utensils, plates, napkins, cups
- 12:00-12:10 p.m. **HR Reminders (Dale) 15mins.**
 - **Instructions:**
 - **Materials:** Updated handouts
- 12:10-1:50 p.m. **Breakout Session: (Melissa/Claudia/Gio/Nadia) 2 hours**

ADVISOR BREAKOUT: Main Conference Room	
Instructions:	GU/ CACH/CACM will share one video per program and debrief on.
Materials:	Laptops, usb's with copies of interviews uploaded, paper, pens, poster post-its, markers
AGENDA	
12:00-12:10 p.m.	HR Reminders (Staff present: Parent Center, CAC & GU Advisors)
12:10-12:30 p.m.	Watch video #1 and debrief in small group
12:30-12:50 p.m.	Watch video #2 and debrief in small group
12:50-1:10 p.m.	Watch video #3 and debrief in small group
1:10-1:50 p.m.	Large group debrief

TUTOR BREAKOUT: Teen Center Room A	
Instructions:	
Materials:	9 computers, post-it paper, pens, markers, tutor binders, Learning Styles handouts, Time Management handouts
AGENDA	
12:10-12:20 p.m.	Who Are You?
12:20-12:50 p.m.	Learning Styles: Quiz
12:50-1:05 p.m.	Exploring our Learning Styles: Share out, what does that mean?
1:05-1:35 p.m.	Practice scenarios: Working with different learning styles
1:35-1:50 p.m.	Time Management: Rocks, pebbles and sand

- 1:50-2:00 p.m. **Clean-Up (All Staff) 10mins.**
 - **Materials:** Trash bags, Clorox wipes, gloves
- 2:00-2:20 p.m. **Drive to Mission Trails 20mins.**
- 2:20-3:10 p.m. **Hike up (Becky) 50mins.**
 - **Instructions:** Parent Center staff will hike up & down. GU/CAC will hike up and do Silent Affirmations and Surveys.
 - **Materials:** Water bottles (2/staff), pencils, surveys, sunblock

3:10-3:50 p.m.

Silent Affirmations (Gio/Lillian) 40mins.

- **Instructions:** Have everyone stand in a circle facing the center of the circle. Ask everyone to close their eyes, tell them this is a silent activity and that we are going to move some people around. We tell them we will choose three people who will then move to the outside, and they answer three of the following questions, by tapping three others on the shoulders. Rotate questions. Make sure all get tapped. If have time, debrief activity. How was this experience for you?
 - Choose three people who:
 - You just met here at training
 - Who make you smile
 - Who you got to know better
 - Who have an awesome personality
 - Who you wished you would have gotten to know better
 - Have a great style
 - You think are unique
 - You look forward to working with
 - Who have made you think
 - Who you can really relate to
 - You learned something from

3:50-4:00 p.m.

Surveys (Tricia) 10mins.

- **Materials:** Surveys, pens, pencils

4:00-4:30 p.m.

Hike down (Becky) 30mins.

- **Instructions:** Turn in surveys, put trash (bottles) in bags, carpool
- **Adjourn**