



NORTH HIGH SCHOOL



COMMAND AND STAFF BRIEF

5 September 2023

ARMY
JROTC



JUMS



OPSGM



TASKS:

- Flag Raising/Pledge

NLT 5 SEPT



Public Relations



S-6



TASKS:

- Upload Hermosa beach and parent meeting pictures

NLT 6th SEP

- Update leadership profiles

NLT 5th SEP

- Add PT onto website calendar

NLT 8th SEP



S-4



TASKS:

- Freshman name tags
- Freshman Uniform folders
- Clean and organize admin
- Update paper on supply rooms



Opening Ceremony

DATE OF OPERATION: September 12th

START TIME: 07:00 AM/Lunch (Pictures in the morning)

LOCATION: North High school



S-1



TASKS:

- Contact parents and principal VIA email

DONE

- Ranks and order forms
- Input new ranks into JUMS

NLT 5 SEP

Organize ranks/orders by company (Ask companies for their company set up ahead of time)

In the email please include a note for teachers to let their cadets out 15 min early during fourth period



S-2



TASKS:

- Weather/risk assessment

Done & Sent to XO

- Work with S4 for water plan and canopies/chairs for parents

NLT 5 SEP



S-3



TASKS:

- Script

DONE

- Layout

DONE **Send to Nev**

- PA System (Work with the office to have an announcement for cadets to be let out of their fourth period class 15 min early)

DONE

- Timeline (Set up, clean up, rehearsal)

DONE **Send to Nev**



S-4



TASKS:

- Fit all cadets
- Equipment list
 - **NLT 8 SEP**
- Work with S2 for water plan and canopies/chairs for parents
 - **NLT 5 SEP**



S-5



TASKS:

- Pre event post

DONE

- Brochures (Blue print)

NLT 8 SEP

- Flyer for the email

DONE



S-6



TASKS:

- Sound system check (Microphone, extension cord, speakers)

NLT 8 SEP



S-7



TASKS:

- Clean up plan

NLT 8 SEP



Club Rush

DATE OF OPERATION: September 14th

START TIME: Lunch

LOCATION: North High school



Special teams commander



TASKS:

representative for each time:

Armed: Karen CLASS A

Unarmed: Vanessa POLO

Marksmanship: Ethan R. POLO

Raiders: Erick. OCP

Robotics: Davon POLO



S-4



TASKS:

- Equipment list

Table, chairs, Banner, Sign up sheet, pens, merch

Since you are not in fourth period please discuss a plan with Davon to have everything set up during fourth period.



S-5



TASKS:

- Make copies of blue brochures



Back to school night

DATE OF OPERATION: September 20th

START TIME: TBD

LOCATION: North High school



S-2



TASKS:

- Security detail (5-7 people)

Uniform: Polo

NLT 15 SEP



S-3



TASKS:

- Presentation slides

NLT 15 SEP



S-5



TASKS:

- Make copies of blue brochures



Homecoming Assembly

DATE OF OPERATION: September 29th

START TIME: TBD

LOCATION: North High school



CG CO



TASKS:

Photos: Rebecca W.

- **Front guard: Karen V.**
- **America: Michaela E.**
- **California: Kylee M.**
- **Battalion: Joao C.**
- **Rear Guard: Brianna D.**



Malibu Beach Triathlon

DATE OF OPERATION: September 30 - October 1st

START TIME: TBD

LOCATION: Malibu Beach



S-1



TASKS:

- Email parents and service clubs (NLT 8 SEP) (Draft sent) **NEEDS updates**
- Accountability rosters /sign in sheets
NLT 26 SEP
- Update Military Ball roster



S-2



TASKS:

- **Distribute radios day of**
- **Weather/Risk assessment**

NLT 22 SEP

- **Work with the S4 on a water plan**

NLT 26 SEP



S-3



TASKS:

- **Permission slips**
Done
- **Schedule**

NLT 27 SEP



S-4



TASKS:

- Work on a water plan with S2
NLT 26 SEP
- Pick day to load van with water before event
What day?



S-5



TASKS:

- Photos (Day off)
- Pre event post

NLT 8 SEP

- Flyer for email

NLT 6 SEP



S-6



TASKS:

- Radio check



Company Status



HQ



TOTAL NUMBER OF CADETS:

Tasks:

- Prepare for opening ceremony and Malibu Beach Triathlon
- Rank up test completed

LEADERSHIP

- **BC: Vanessa Gonzalez**
- **CSM: Cody Loomis**
- **XO: Nevaeh Monge**
- **OPSGM: Kylee Mai**



Alpha Company



TOTAL NUMBER OF CADETS: 26

22 Cadets + 4 Leadership

Tasks:

- Polo**
- DNC/Knowledge**
- Opening Day Prep**
- Uniform Prep**

LEADERSHIP

- CO: C/CPL Stone Howe**
- 1SG: C/CPL Skyler Huynh**
- PSG: C/PVT Jeremiah Giles**



Bravo Company



TOTAL NUMBER OF CADETS:

9 cadets 2 from staff

LEADERSHIP

- CO: C/CPL Shelby Lintao
- 1SG: C/PVT Harry Nguyen
- PSG: None

TASKS:

- Polo
- Uniform prep.
- General knowledge run down
- Basic marching movements
- Opening ceremony overview

Give Nev your Opening Ceremony
Company layout



Charlie Company



TOTAL NUMBER OF CADETS:

12 Cadets +1 HQ Staff cadet

LEADERSHIP

- CO: C/PVT Karen Villenaa
- 1SG: C/PVT Erick Valladares
- PSG: C/PVT Max

Tasks

- Polo
- Uniform Prep
- Intro to Knowledge/DNC

Give Nev your Opening (Done)
Ceremony Company layout and
Service Learning AAR (Done)



Delta Company



TOTAL NUMBER OF CADETS:

12 Cadets + 2 HQ staff cadets

LEADERSHIP

- **CO: C/CPT Ethan Gutierrez**
- **1SG: C/SGT Harry Nguy**
- **PSG:**

Tasks

- POLO**
- Uniform preparations**
- Knowledge/DNC**
- Opening day ceremony preparations**



Training Schedule



S-3



Monday- No school

Tuesday- commanders time, D&C

Wednesday- bookwork, knowledge

Thursday- bookwork, knowledge

Friday- PT

Contact Information



Website - www.saxonjrotc.org



Instagram - [nhs_jrotc](https://www.instagram.com/nhs_jrotc)



Twitter - [jrotc_saxons](https://twitter.com/jrotc_saxons)



Facebook - North Torrance High JROTC

ARMY
JROTC



Questions?



Final Remarks