

TOKYO INTERNATIONAL PROGRESSIVE SCHOOL

ACE Course Outline and Syllabus

2019-2020

Mission Statement: ACE stands for Action Committee / Entrepreneurship. This is a project-based course that focuses on managing business and leading school-wide activities. At the end of the academic year, each student will have varied experiences in all facets of managing money, time, and people.

Purpose:

The main goals of this course are:

1. To plan, organize, advertise, prepare, execute, and evaluate school activities for TIPS students.
2. To perfect the skills of teamwork, leadership, organization, and project planning.
3. To participate in all facets of fundraising.
4. To unify our school into a solid group, working together to better the community.

Expectations:

1. Successful and thorough completion of all in-class projects and committee assignments.
2. A show of creativity, hard work, and attention to detail in all projects.
3. Completion and performance of video and printed advertisements that will reflect solid public speaking skills and other content requirements.
4. Taking pride in your position and using it to make a positive difference at TIPS.

Policies:

Here is a sample of responsibilities ACE students will share:

1. Students are required to sell tickets for barbecues, movie snacks, and other events.
2. Students will serve as clerks for the student store.
3. Students will advertise events such as movies and holiday competitions.
4. Students MUST remain after movies and barbecues to help clean up.
5. Students should be on time for class every day.
6. Students are expected to be promoters of the ACE program and good representatives of TIPS. Our goal is to unify the school and maintain positive attitudes.
7. Students will support fellow ACE members in every way.

Event Dates:

Note the following event dates in your calendar:

ACE BBQ
Oct. 18th
May 8th
June 18th

ACE Movie Day
Sept. 13th
Dec. 13th
Feb. 7th
Apr. 30th

ACE Fun-raiser
Nov. 22nd
March 20th

Assessment:

You will be assessed after every class and after each ACE event based on the 6 P's.

Positive/Pleasant/Polite - 20%
Punctual/Prepared/Productive - 20%

You will also be assessed on your daily work (running the ACE store, delivering school lunches).

Daily Work - 40%

Finally, you will be assessed on your performance during ACE events.

Project - 20%