

Please take a moment and share any and all ideas you may have to help Cadet Programs with the following task: provide squadrons with a practical, recipe-like plan for a 30-minute virtual weekly cadet activity. The more input you can provide, the better.

Iva Hammitt, NCR- Our squadron has rolled out several initiatives for the virtual period. We are planning to have shortened meetings, but not quite 30-minute short. We are conducting all of our meetings over Google Meets. Here's our general format:

1830-1845 Cadet Staff Meeting

This period is designated as a check-in for communication and accountability. Are our staff on track? Where do they need additional support?

1845-1915 Flight Time

Each flight will have a designated link to call in via Google Meets. This time will be used for flight staff to teach online content/ check in with their flights.

1915-2000 Main Class

This will be when the AE/ES/CD/PT class is held. AE/ES/CD is much easier to teach online, but here's our plan for PT:

- We have provided all of our cadets with a 30-minute, no-equipment workout that they can do on their own time.
- We have set up a club on Strava (a mobile app and website). Cadets can post their workouts to be seen by the group. Others can give them "kudos". This is a way of keeping each other accountable for fitness. We can also set up club challenges for the group to participate in (ex. A Two-Mile Virtual Team Run-- all of our cadets run two miles on their own time on a specific day to participate).

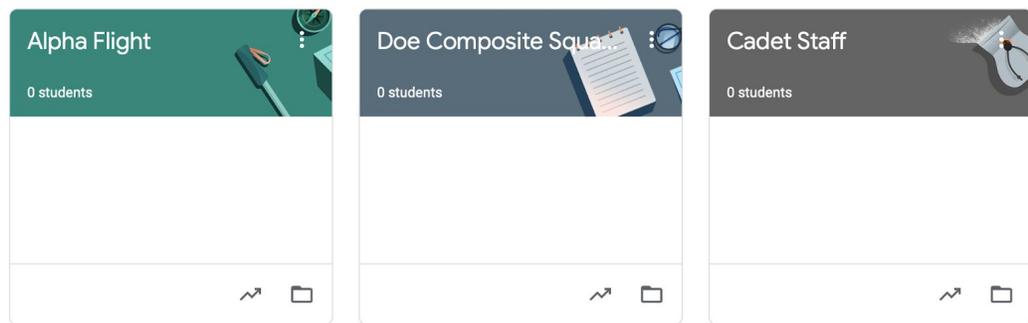
2000-2015 Announcements

This is our time for updates and announcements. We plan to verbally recognize cadet promotions.

- We are also planning to implement wingman groups (small groups of junior cadets with one senior cadet lead). They do not replace flights, but rather serve as an additional support group. Wingman team leads keep the group accountable for online tests, fitness regimen, participation in virtual meetings, etc.
- To make sure all of our equipment is working properly, we had three Tech Check events for cadets to call in to the Google Meet and get introduced to the system.
- We are conducting SDAs, promotion boards, and new member boards over Google Meets as well.
- We have rescheduled our "special events"-- our Anoka Aerospace Adventure, UBX, etc.

Methods to conduct virtual training and possible software to use:

- Google Classroom: this is an online classroom platform that will allow cadet squadrons to all be in one virtual platform.
 - Announcements, curriculum slides/lectures, resources, etc can all be posted in this virtual platform making it easy for cadets to stay on track with education and training.
- Within the Google Classroom platform, different “classes” can be made and cadet leadership can decide how “classes” are divided.
 - One class could be for cadet staff, one class could be assigned to each flight, etc. (see below for an example of the Google Classroom platform):



- For virtual face to face interaction, units can pick from a variety of different conference calling platforms; some common platforms include Zoom, FreeConferenceCall, Google Hangouts, Microsoft Teams, etc.
 - Some software platforms are free to use, while others may require you to purchase a plan, to accommodate larger groups of cadets

Joshua Kirkpatrick, MAR - We could take the opportunity to learn about aerospace/leadership by doing virtual tours of museums. Listen to lectures/podcasts on leadership and having a discussion over any type of meeting site. For emergency services, teach how and what to look for in locations for POD's and important items in the local infrastructure.

Hannah Neal, SER

I. Virtual Meeting Platform Resources

- Zoom: can hold up to 100 members for free, only allows for 40 minute call length with free subscription. Squadrons can pay \$15 a month for unlimited call length.
- Webex: can hold up to 100 members for free. No limit on call length.
- Google Meeting: can hold up to 30 members for free. No limit on call length
- Google Classroom: allows for sharing of educational materials, working on projects together, etc.

- Kosmi: allows a senior member to video call with a cadet, while seeing what they are doing on their computer screen. Can be used for the implementation of milestone testing. If there are concerns with CPP a parent can sit in the room with the cadet.
- Group Me/Discord: more informal/faster way of keeping members up to date with what is going on.

II. Things to Keep in Mind to Keep Cadets Engaged

- Make sure the activities you are offering are unique, and not similar to assignments they will be receiving from school.
- Try to keep your activities as regularly structured as your normal squadron meetings would be. This will give the cadets a sense of normalcy in their lives as many other things are uncertain. For example, if PT would be the first meeting of the month, make sure whatever virtual activities offered the first week are PT themed.
- Instill friendly competition. Create a score system where cadets get points for completing promotion items, attending weekly video calls, completing ES tests, working towards their Cyber/STEM/Rocketry badges. Hold some type of award ceremony once operations return to normal and recognize the cadets who performed at the highest level. Make sure they know this will be happening to give them extrinsic motivation to participate and stay engaged.
- Keep your video calls/meetings as interactive as possible. Many cadets are homeschooled, and CAP is the only outside activity they have in their lives. Make sure that during the video calls you are keeping the cadets talking back and forth. Ask how their day has been going. Make sure they know that they can talk to a chaplain if they ever want to. If you are going to give them assignments like “watch this CDI lecture” or “study this AE module” make sure they do this training before the video call. On the video call discuss what they learned, how it can be applied to their lives. Do hands on activities or at least ensure there is back and forth discussion on the training topic during the calls as a group.
- In addition to having AE/PT/LDR/CDI training every week include flight time for the cadets where they can talk about how their week has been going, what they have been doing, etc.
- Stay in contact with your members outside of the weekly conference calls. Check in on everyone every couple days to make sure they are doing ok. Set up support systems for members considered “at risk” for COVID-19. Ensure resources such as chaplains are readily available to all members.

III. Hands on Activity and Training Resources/Ideas

- Aerospace

- a. Have cadets read a chapter out of Aerospace Dimensions. Then on the weekly call everyone participates in the hands-on activities at the end of each chapter. Have your squadron AE officer discuss the material, provide a brief summary, and answer any questions the cadets have.
 - b. CAP AE Educational Products:
<https://www.gocivilairpatrol.com/programs/aerospace-education/curriculum/educational-products>. Some of these have to be ordered in advance, but several are online resources available at the click of a button!
 - c. CAP AE Lessons and Activity Resources:
<https://www.gocivilairpatrol.com/programs/aerospace-education/curriculum/lessons-activity-resources>
 - d. CAP Compiled List of Outside Resources:
<https://www.gocivilairpatrol.com/programs/aerospace-education/curriculum/web-links-resources>
 - e. NASA Space STEM Instructional Videos:
<https://www.nasa.gov/stemonstrations>. Use in the same format as discussed above.
 - f. More NASA STEM Activities:
<https://www.nasa.gov/stem/forstudents/9-12/index.html>. Use in the same format as discussed above.
 - g. Virtual tours of museums. STEM Virtual Tours:
<https://cemast.illinoisstate.edu/students/college/virtual-tour.shtml>. Have everyone participate in a virtual tour together. This can be done by screen sharing on any of the various group video conferencing systems. Have an instructor discuss the different topics/items/materials viewed.
- Leadership
- a. Have cadets watch a TED talk on various leadership topics. Then on the weekly call have discussions on how the things they learned apply to their lives. Select videos that discuss subjects that will be affecting cadets during quarantine/online school such as procrastination, self-discipline, dealing with stress, grit, etc.
 - b. On the weekly call have virtual Team Leadership Problems. For example, have cadets practice speaking skills via impromptu speeches. Play a pictictionary type game where one cadet draws an object, holds it up to their camera, and the rest of the flight have to guess what it is.
 - c. Cadet Webinars:
<https://www.gocivilairpatrol.com/programs/cadets/cadet-blog/cadet-webinars>

- PT
 - a. Have the squadron first sergeant create PT plans. On the normal PT meeting night have the whole squadron call in. Participate in PT call over the video call. See who can complete 20 pushups, 30 squats, etc the fastest.
 - b. Create a PT competition to see who in the squadron can be active the most throughout the restrictions. Who can improve their mile time the most, their pushup/situp count the most?
 - c. For cadets who need a PT test ensure their parents have resources needed (links to the videos with the pacer/counter for pushups/situps). Have parents proctor the PT test for their cadet and send the scores in. Emphasize that integrity should be used throughout this process. Do not tell parents what their cadet needs to pass (although we do realize this information can be located online).
- Character Development
 - a. “Character Forums” curriculum created by chaplain staff. Located at <https://www.gocivilairpatrol.com/programs/cadets/library/character>. Includes already recorded video lectures as well as lesson plans. Would advise that cadets be given the assignment of watching the character lesson before the weekly squadron call. Then during the call, use the lesson plan to discuss what the cadets learned, and how they can apply it to their lives.
- Emergency Services
 - a. Have cadets work on things such as GES, ICUT, ORM, FEMA tests, etc.

IV. Keeping Cadets Promoting

- Senior members should work with cadre to make sure they are aware of what the cadets under them need to continue ranking up. The senior cadre should send the junior cadets reminders every week to remind them what promotion items they need to be completing for their next rank. Leadership: testing is online
- Aerospace: testing is online
- PT: give parents the resources needed to proctor their cadets’ tests. Specifically squadrons should send out the links to the pacer videos on YouTube for the pushups/situps. They should also ensure the parents know who to email the scores to so they can be entered into the cadets’ records.
- Character Development: cadets should be given access to some type of prerecorded CDI lecture. Then cadets can either participate in a weekly discussion with the squadron on the lecture, or can answer questions sent to them about the lecture materials.
- Review Boards: can be done over video call

- Cadet Oaths: can be done over video call, or the cadet can video themselves reciting the oath and send it in.
 - Drill Tests: difficult to complete, except for Achievement 1 drill test which is solely stationary movements. Ideally in order to demonstrate knowledge of all other drill tests the cadets should perform the movements in a flight. It is requested that NHQ offer waivers for drill tests for the duration of restrictions. Once the restrictions are lifted the cadets should be required to show proficiency in the waived drill test before they are allowed to continue progressing further in the rank system.
 - Milestone Testing: can be completed using various website systems where the testing officer can watch the cadet via webcam as well as seeing what they are viewing on their laptop.
- V. Sample Meeting Schedule (from SER-GA-116). This particular meeting schedule is over 30 minutes because that is how my squadron has decided to conduct weekly operations (it calls for a little over an hour of communication with the basic cadets). However, the same format can be used and merely shortened if that is wished.
- **1745-1825** Command Cadre and Senior Meeting: to include cadet executive cadre, cohort command cadre, NCO course cadre, Deputy Commander of Cadets and Squadron Commander. Discuss a) how last week's training went and any issues observed, b) what is on the schedule for the evening, how it will be accomplished, what/who will be needed to accomplish it, c) what is on the schedule for the next 3 meetings, how it will be accomplished, what/who will be needed to accomplish it. (completed in the command cadre conference room).
 - **1825-1855** Line Cadre Meeting: to include all line cadre, flight TAC officers, Cadet DCO, and Deputy Commander of Cadets. Discuss a) issues from the previous meeting, b) what material the line cadre will be responsible for teaching that evening, c) what individual and squadron wide assignments their cadets will receive in the upcoming week, and d) how their personal progression has been going the last week (completed in line cadre conference room).
 - **1825-1855** Support Cadre Meeting: to include all support cadre, support senior member mentors, and Cadet DCS. Discuss a) issues from the previous meeting, b) what materials support cadre will be responsible for teaching that evening and what conference room this training will be located in, c) what materials support cadre will be teaching in upcoming weeks and when their training plans should be uploaded, d) how their personal progression has been going the last week (completed in the support cadre conference room).
 - **1855-1900** Transfer Time
 - **1900-1915** Flight Time: to include all cadets assigned to flights, their line cadre, and flight TAC officers. Led by line cadre. Discuss a) how the cadets' individual

assignments went that week, b) how their week has been, c) any questions they have, d) any interesting things they have been doing, e) if their family needs any help especially if they are considered “at risk” for COVID-19, and f) log down each cadet’s cadet of the quarter/year points for participation/activities. Use this as a time to interact with each other (completed in respective Alpha-Echo & NCOC flight conference rooms).

- **1915-2000** Weekly Training: Week 1 PT, Week 2 LDR, Week 3 AE, Week 4 CDI. To include all cadets assigned to flights, their line cadre, and flight TAC officers. Led by line cadre, cadet instructors, or SM instructors. Discuss the curriculum for that week’s meeting. This time will be hands on and interactive using items listed above under training resources (completed in respective Alpha-Echo & NCOC flight conference rooms).
- **2000-2010** Closing Flight Time: to include all cadets assigned to flights, their line cadre, and flight TAC officers. Discuss a) how the evening went, b) what next week’s assignments are, and c) what the next week’s training will be (completed in respective Alpha-Echo & NCOC flight conference rooms).
- **2010-2020** Meeting Debrief: to include all line and support cadre, cadet executive cadre, flight TAC officers, support senior members, Deputy Commander for Cadets, and squadron commander. Discuss a) how the meeting went, b) any immediate needs/concerns/issues, and c) do any members need assistance or support in the upcoming week.

note: review boards and milestone testing will be scheduled on a case by case basis. Milestone tests will be coordinated by testing officer with each cadet. Review boards will take place from 1745-1825 in respective flight rooms, and will be coordinated by line cadre and flight TAC officers