



# SOUP SANDWICH HIGH SCHOOL JROTC PROGRAM



## The Battalion Staff Continuous Improvement Project Briefing

- This a briefing slide deck template for the CIP Briefing.
- The slide deck is ordered to follow the JPA CIP Checklist
- The JPA CIP Checklist is included in the outside margins of every slide
- The examples provided on some of the slides are illustrative and not intended as a “cut and paste” product

**Xxx March 2019**

# **Soup Sandwich JROTC**

## **Battalion Staff Continuous Improvement Briefing**

*Presentation must include the following:*

- Description of the Battalion Goal:
- Purpose of the Goal:
- How the Goal Supports the Mission of JROTC and/or the School

| Battalion Staff Continuous Improvement Presentation Checklist                                                                                                        | ✓ |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| Presentation includes statement of goal, purpose of goal, and how goal supports mission of JROTC or school                                                           | ✓ |
| Battalion staff are introduced; those present introduce themselves and explain their role in continuous improvement plan                                             |   |
| Presentation clearly identifies problem or area for improvement                                                                                                      |   |
| Presentation includes data or research gathered to inform need for improvement                                                                                       |   |
| Presentation includes a SMART goal setting strategy appropriate for the problem defined                                                                              |   |
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| Presentation includes team reflection and what area in the continuous improvement process to improve upon in the future                                              |   |
| Cadets are introduced properly and in proper attire                                                                                                                  |   |
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# Soup Sandwich JROTC

## Battalion Staff Continuous Improvement Briefing

### *Introduction of Battalion Staff*

The Commander/Staff Explains their Role *in the CIP*

*Example*

BN CDR....I am Cadet Tent Peg and my role was.....

CSM.....

XO.....

S-1

S-2

S-3

S-4

S-5

S-6

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# Soup Sandwich JROTC

## Battalion Staff Continuous Improvement Briefing

*Clearly Identify a problem or area for improvement:*

Example

PROBLEM

Soup Sandwich High School has the lowest **XYZ** in the State of Tennessee  
(Per US News and World Report August 2016)

Factors contributing to this Problem include:

1. Xysyeh
2. Oyqixhs
3. Ywnzapot


Provide a context and background of the problem....  
FACTS: use them if you have them....  
"it's a Problem because....."

Area for  
Improvement and  
benefits

If Soup Sandwich High School Improves **XYZ**,  
the following benefits to our quality of life and education is expected :

1. Blkein
2. Qnspoly = \$\$\$
3. Zcvwilk

*Raising Soup Sandwich High School's XYZ by x%, we will benefit  
our community and the World.*

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# Soup Sandwich JROTC

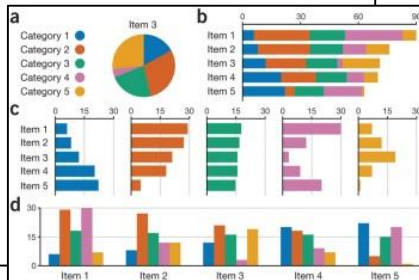
## Battalion Staff Continuous Improvement Briefing

Show how the Identification of Data, or the Research Gathered Informed and Confirmed a problem exists or an Area for Improvement

Example:

DATA from XYZ shows..

- 1.
- 2.
- 3.
- 4.
- 5.



According to EIEIO, we should be here at this level.... We are not there!

- 1.
- 2.
- 3.
- 4.
- 5.



As a result of analyzing this data, we have concluded that we can improve in these 5 areas....

- 1.
- 2.
- 3.
- 4.
- 5.





| Battalion Staff Continuous Improvement Presentation Checklist                                                                                                        | ✓ |
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# Soup Sandwich JROTC

## Battalion Staff Continuous Improvement Briefing

*Define your SMART GOAL STRATEGY*

**S**  
**M**  
**A**  
**R**  
**T**

*Example*

*Fill in the SMART Acronym as appropriate for the Problem area you defined and the Goal set...*

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# **Soup Sandwich JROTC**

## **Battalion Staff Continuous Improvement Briefing**

*List the Knowledge and Skills Acquired from JROTC Curriculum that aided in the CIP Staff Planning Process and execution of the CIP:*

*List Skills/knowledges/abilities (SKAs): for example...*

*Example*

1. *Decision Making (describe how it is linked to the CIP)*
2. *Conflict Resolution (describe how it is linked to the CIP)*
3. *Leadership – Taking Charge (describe how it is linked to the CIP)*
4. *Writing/Note Taking (describe how it is linked to the CIP)*
5. *Briefing Skills (describe how it is linked to the CIP)*
6. *Teaching Skills (describe how it is linked to the CIP)*
7. *Team Building (describe how it is linked to the CIP)*
8. *Problem Solving (describe how it is linked to the CIP)*
9. *Staff Planning Process (describe how it is linked to the CIP)*
10. *Continuous Improvement Process (describe how it is linked to the CIP)*

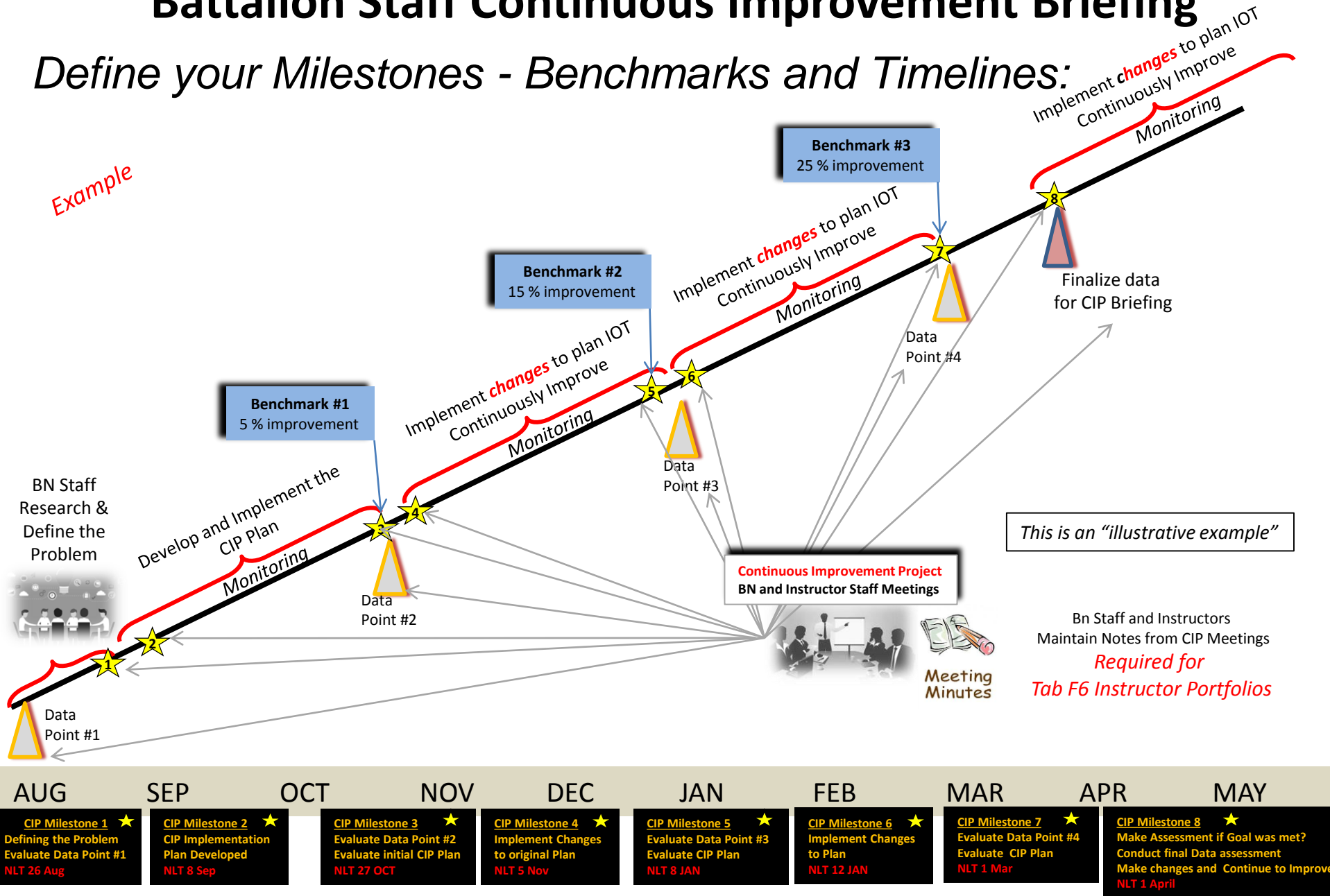
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# Soup Sandwich JROTC

## Battalion Staff Continuous Improvement Briefing

*Define your Milestones - Benchmarks and Timelines:*

*Example*





| Battalion Staff Continuous Improvement Presentation Checklist                                                                                                        | ✓ |
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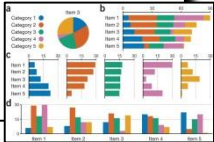
## Battalion Staff Continuous Improvement Briefing

*Present the Final Data and Effect of Change you achieved*

Example

DATA from  
XYZ shows..

1  
2  
3  
4  
5



Brainstorming  
and analysis

According to  
EIEIO, we  
should be here  
at this level...

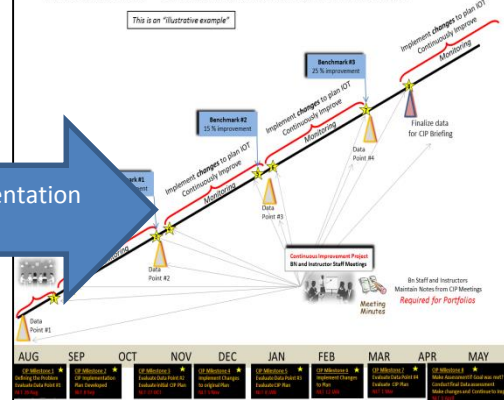
1  
2  
3  
4  
5



OUR  
CIP  
PLAN

CIP Implementation  
Plan

Milestones - Benchmarks and Timelines:



As a result of  
analyzing this data we  
have concluded that  
we have improved in  
these areas....

1  
2  
3  
4  
5



"This is where we Started"..  
"we called it our **Problem**..."  
*XYZ is at 2%"*

"This is where we want to Go..."  
we called it our **SMART Goal**"  
*"improve XYZ by 25%"*

"After implementing our CIP...this is where we landed"..  
*"The effect of Change was an increase of 27.6 %.."*  
*"We reached our Goal of 25%!"*

State Clearly that you either  
DID or Did-not reach your goal.

*"We reached our Goal of 25%!"*

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# Soup Sandwich JROTC

## Battalion Staff Continuous Improvement Briefing

*Final Data and effect of change based on milestones set and met  
Show/Describe how the JROTC Curriculum supported  
reaching the CIP Goal*

Example

Our Continuous Improvement Project Goal was to Improve YXZ by 25%.

We Achieved/Exceeded our Goal by 35% within the timeframe projected (Aug-March)

### JROTC Curriculum

*“Motivate Young People To Be Better Citizens”.*

Evaluate

Plan

Do/Act

#### LET I

- ✓ Leadership Defined
- ✓ Leadership Principles
- ✓ Communication Process
- ✓ Finding Solutions:  
Conflict & Behavior

#### LET II

- ✓ Citizenship Skills
- ✓ Small Group Meetings
- ✓ Roles of Citizens

#### LET III

- ✓ Decision Making
- ✓ Taking Charge
- ✓ Conflict Mediation
- ✓ Conflict Resolution

#### LET IV

- ✓ Power Base & Influence
- ✓ Styles of Leadership
- ✓ Management Skills
- ✓ Communication
- ✓ Motivation

| Battalion Staff Continuous Improvement Presentation Checklist                                                                                                        | ✓ |
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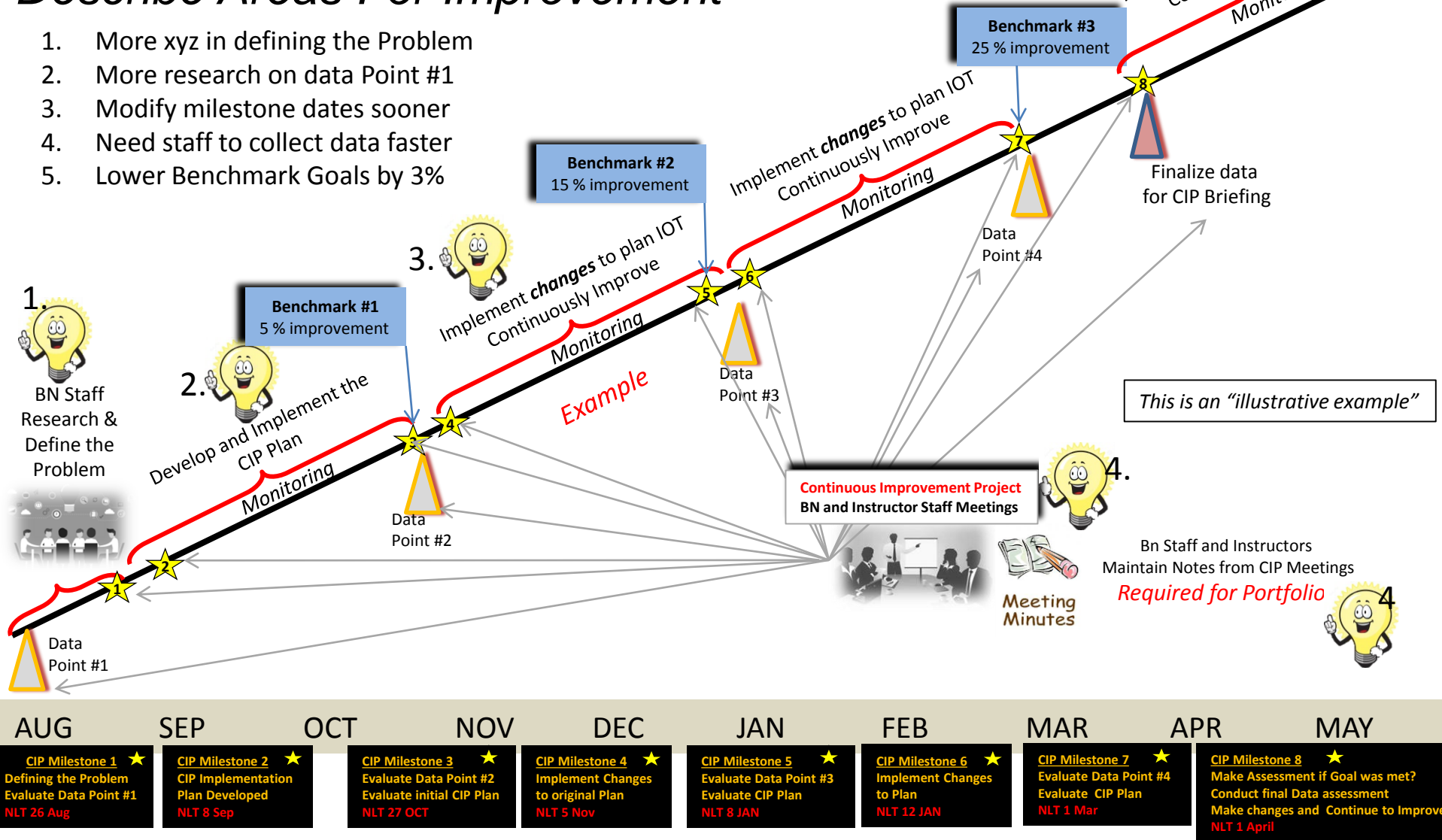
# Soup Sandwich JROTC

## Battalion Staff Continuous Improvement Briefing


Example

### Describe Areas For Improvement

1. More xyz in defining the Problem
2. More research on data Point #1
3. Modify milestone dates sooner
4. Need staff to collect data faster
5. Lower Benchmark Goals by 3%





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# Soup Sandwich JROTC

## Battalion Staff Continuous Improvement Briefing

*Individual Staff Reflection of the CIP and recommendations where Improvements can be made*

*Example*

Battalion Commander: Reflection....we can Improve....

BN XO: Reflection.....we can Improve...

BN CSM: Reflection ....we we can Improve


BN S1: Reflection .....we can Improve...

BN S3: Reflection .....we can Improve...

BN S4: Reflection .....we can Improve...

BN S5: Reflection .....we can Improve...



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# Soup Sandwich JROTC

## Battalion Staff Continuous Improvement Briefing

**Team Reflection:** *List/Describe* what areas in the Continuous Improvement Process can be improved ?



### PLAN:


- ID the Problem Early on – start in August
- Gather more data to inform thinking on options
- Take better notes on CIP Meetings
- Develop solutions in collaboration not isolation
- Compare and contrast options better
- Develop incentives to modify behavior

### DO/ACT:

- Decide on plan that will most-likely achieve goals
- Get all Staff Involved
- Set better milestones and suspense's

### EVALUATE:

- Conduct more AARs
- Get more staff involved in assessing results

| Battalion Staff Continuous Improvement Presentation Checklist                                                                                                        | ✓                                                                                    |
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Questions - Comments