

Sample Agenda

DATE: THURSDAY, FEB. 1, 2024

TIME: 7:15 A.M. TO 1 P.M.

7:15 a.m.	Students arrive on campus
7:20 a.m.	Breakfast prepared by Culinary Arts students
8:15 a.m.	Welcome—CTE Administrator
8:20 a.m.	Greetings from District Superintendent
8:30 a.m.	Greetings from Mayor
8:40 a.m.	Greetings from the Chamber of Commerce
8:50 a.m.	Divide students into job shadow locations
9 a.m.	Discuss ground rules <ul style="list-style-type: none"> • Discuss etiquette and applicable safety rules • Brainstorm ideas to ask the business • Discuss follow-up
9:30 a.m.	Load busses
9:45 a.m.	Depart for businesses
10 a.m.	Arrive at businesses
10:15 a.m.	Tour business/facility
Noon	Lunch
1 p.m.	Depart businesses for home school