



Overview

Curriculum (Text)  
Appendix A

Supplemental Material  
Appendix B

Glossary  
Appendix C

Lesson Plans  
Appendix D

Lesson Exercises  
Appendix E

Lesson Overheads  
Appendix F

Chicago Public Schools

Department of Military  
Schools and JROTC

Middle School Cadet Corps  
(MSCC)

Standing Operating Procedures  
(SOP)



SY 2004 - 2005

### Table of Contents

	<b>Page</b>
<b>1. OVERVIEW</b>	vi
a. Mission	vi
b. Background	vi
c. Objectives	vi
d. Program Activities	vi
e. Curriculum /Overview	vi
f. Outcome/Benefits	vi
g. Middle School Program Requirements/Responsibilities	vii
h. Department Of MS & JROTC Requirements/Responsibilities	viii
i. Uniforms And Equipment	viii
j. Organization Of The Cadet Battalion	vi
k. Assimilation Of MSCC Cadets In The Military Schools & JROTC	ix
l. Middle School To JROTC Practical Exam To Retain MSCC Rank	xi
m. Awards	xii
<b>2. APPENDICES:</b>	
a. Curriculum	1
b. Supplemental Material	121
c. Glossary	136
d. Lesson Plans	161

e. Lesson Exercises	202
f. Lesson Overheads	TBP
<b>APPENDIX A. CURRICULUM</b>	1
<b>UNIT 1 THE SPIRIT OF AMERICAN CITIZENSHIP AND MSCC</b>	1
<b>CHAPTER 1: A LOOK AT MSCC AND GETTING INVOLVED</b>	
Lesson: 1. MSCC: The Making of a Better Citizen	1
<i>Journal Exercise: Indicating Your Interests and Expectations of MSCC</i>	3
<b>CHAPTER 2: FOUNDATION OF AMERICAN CITIZENSHIP</b>	4
Lessons: 1. How to Become a Citizen	5
2. Participating American Citizens	6
<i>Journal Exercise: Selecting a Participating Citizen</i>	10
<b>CHAPTER 3: CONSTRUCTION OF CITIZENSHIP IN MSCC</b>	11
Lessons: 1. Moving Up in MSCC (Rank and Structure)	11
2. The Signs of Success – MSCC Awards Program	12
<i>Journal Exercise: MSCC Awards – What do You Want?</i>	12
3. Your Personal Appearance and Uniform	13
<i>Journal Exercise: Assessing an Example of Personal Appearance</i>	15
4. The Stars and Stripes	16
<i>Journal Exercise: Observing Respect for the U.S. Flag</i>	23
5. Proudly We Sing (The National Anthem)	24
<i>Journal Exercise: Appreciating the National Anthem</i>	26
6. MSCC Traditions, Customs, and Courtesies	27
<i>Journal Exercise: Recognizing Current Uses of Ceremonies</i>	32
<b>UNIT 2 LEADERSHIP</b>	34
<b>CHAPTER 1: LEADERSHIP AND YOU</b>	34
Lesson: 1. Basic Traits of Leadership	34

	Case Studies: <i>Assessing Your Leadership Traits</i>	39
	<b>CHAPTER 2:LEADING YOUR GROUP</b>	43
Lesson:	1. Being a Good Leader: Knowing the Situation	43
	<i>Journal Exercise: Identifying Leadership Traits in a Leadership Situation</i>	46
	<b>UNIT 2 PROJECT</b>	47
	<b>UNIT 3 LEADERSHIP LAB</b>	49
	<b>CHAPTER 1:LEARNING HOW TO LEAD -- EXECUTING DRILL</b>	49
Lessons:	1. Stationary Movements	49
	2. Steps and Marching	52
	3. Squad Drill	56
	4. Platoon Drill	62
	<i>Journal Exercise: Understanding Squad and Platoon Formations</i>	69
	<b>UNIT 3 PROJECT</b>	70
	<b>UNIT 4 CADET CHALLENGE</b>	71
	<b>CHAPTER 1:GETTING STARTED ON TOTAL FITNESS</b>	71
Lessons:	1. Choosing the Right Exercise Program for You	71
	<i>Journal Exercise: Determining Your Level of Fitness</i>	75
	2. You Are What You Eat	76
	<i>Journal Exercises: Assessing Your Diet, Computing Your Body; Maintenance Index</i>	79
	<b>CHAPTER 2:TAKING THE CHALLENGE</b>	81
Lesson:	1. Ready, Go ... Crossing the Finish Line	81
	<i>Unit 4 Project: Keeping Track of Your Progress on "The Challenge"</i>	85
	<b>UNIT 5 FIRST AID AND YOUR HEALTH</b>	86
	(Includes DRUG ABUSE PREVENTION PROGRAM)	
	<b>CHAPTER 1:SPLIT-SECOND EMERGENCIES/LEARNING TO SAVE A LIFE</b>	86
Lessons:	1. Life-Saving Steps to Consider/Your Response	86
	<i>Journal Exercise: Describing a Situation that Required</i>	89

<i>First Aid</i>	
2. The First Life-Saving Steps	90
<i>Journal Exercise: Assessing How You Would React</i>	95
<b>CHAPTER 2: THE SECOND LIFE-SAVING STEP</b>	96
Lesson: 1. Control Bleeding	96
<i>Journal Exercise: Describing the First Aid steps you would take</i>	99
<b>CHAPTER 3: FIRST AID EXTRAS</b>	100
Lesson: 1. Treating for Shock and Immobilizing Fractures	100
<i>Journal Exercise: Describing a Situation Involving a Broken Bone</i>	103
<b>CHAPTER 4: SUBSTANCE ABUSE</b>	104
Lesson: 1. Drugs: Out of Control	104
<i>Journal Exercise: Explaining Why People Abuse Drugs</i>	111
<i>Unit 5 Projects: Applying First Aid in a Given Scenario</i>	112
<i>Creating a Pamphlet About an Abused Drug</i>	114
<b>UNIT 6: MAP READING</b>	115
<b>CHAPTER 1: DON'T GET LOST</b>	115
Lesson: 1. Introduction to Maps	115
<i>Journal Exercise: Sketching a Local Area Road Map</i>	120
<b>APPENDIX B. SUPPLEMENTAL MATERIAL</b>	121
B1. MSCC Cadet Creed	122
B2. General Procedures For Drill Competition	123
B3. MSCC Color Guard Procedures For Drill Competition	124
B4. MSCC Color Guard Competition Drill Sheets	125
B5. MSCC Squad Competition Drill Sheets	126
B6. Drill Floor Layout	127
B7. MSCC Cadet Duties & Responsibilities	128
B8. MSCC Awards Criteria	134
<b>APPENDIX C. GLOSSARY</b>	136
<b>APPENDIX D. LESSON PLANS</b>	161
<b>APPENDIX E. LESSON EXERCISES</b>	202

<b>APPENDIX E. LESSON SLIDES</b>	
<b>APPENDIX G. INSPECTION CHECKLIST</b>	

## 1. OVERVIEW

a. **PROGRAM MISSION:** The mission of the Middle School Cadet Corps program is to motivate young people to be better citizens. To accomplish this mission, the program of instruction (POI) includes courses such as citizenship, leadership and a number of other courses designed to help the cadets succeed in middle school and prepare for high school.

b. **PROGRAM BACKGROUND:** The MSCC program is a cooperative effort between the Middle Schools Office and Department of MS and JROTC to provide the middle school students the opportunity to develop leadership and discipline. Satisfactory completion of the program can lead to advanced placement in the JROTC program at a school of their choice. The after school program of instruction consists of two or three years of instruction with a maximum of 30 hours of core subjects and 60 optional hours, which include leadership labs, inspections, and physical training.

c. **OBJECTIVES:** The Middle School Cadet Corps objectives are to:

1. Develop **leadership** and promote **patriotism**.
2. Develop informed and **responsible** citizens, who understand our constitution, and government.
3. Strengthen **character and integrity**.
4. Develop **self-discipline**, responsibility and a **positive response** to constituted authority.
5. Encourage and assist young people to remain **Drug Free**.
6. Develop students who **learn/understand** how **education** supports their future goals.
7. Develop an appreciation of the values of **physical** and mental **fitness**.
8. Develop the basic skills necessary to work effectively as a **team member**, while expanding their comfort zone.
9. Providing students a **pathway** to ease their entry into high school.
10. Promote **self-confidence** and **self-esteem**

d. **PROGRAM ACTIVITIES:** Classroom Instruction, Drill Competitions, Color Guard, Ushering, Sports Competition, and Parades.

## e. **CURRICULUM OVERVIEW**

- The curriculum for 2004/05 will be a 30-week program for a minimum of three hours per week for a total of 90 hours.

- Classroom instruction will consist of the following 30 hours:

- Citizenship (Unit 1) 10 hours
- Leadership Training (Unit 2) 05 hours
- Cadet Challenge (Unit 3) 05 hours
- First Aid, Drug Abuse Prevention (Unit 5) 05 hours
- Map Reading (Unit 6) 05 hours

Performance/Leadership Lab will consist of 60 Hours

- Inspections-Proper Wear of Uniform 15 hours (Unit 1)
- Physical Training 10 hours (Unit 3)
- Leadership Lab (Drill, Color Guard, etc.) 15 hours (Unit 4)
- Competitions & Field Trips 10 hours
- Plan/Execute Service Learning Project 10 hours

- Texts will be issued at the direction and guidance of the leadership MSCC Instructor.

**f. OUTCOME/BENEFITS:**

- Appreciation of the values and principles that underlie good citizenship which include integrity, responsibility, and constituted authority.
- Development of leadership potential with the ability to live and work cooperatively with others.
- Ability to think logically and to communicate effectively both orally and in writing.
- Appreciation of the importance of physical fitness in maintaining good health.
- Knowledge of the effects and dangers of substance abuse, ways to resist pressure to try drugs and how to help others to avoid them.
- Development of mental management abilities including goal setting, visualization, and positive self-talk.

**g. MIDDLE SCHOOL PROGRAM REQUIREMENTS: Middle schools criteria:**

- Assign and pay educational support person from the school (Optional)

- Submit the Request for Participation Form
- Be able to recruit a class of at least 25 students
- Make the program available to students in 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grades
- Submit reports as requested by the Department of MS & JROTC
- Provide necessary space in the building (i.e., classroom and drill facility)

**h. DEPARTMENT OF MILITARY SCHOOLS AND JROTC WILL:**

- Provide oversight of the program
- Budget for instructors pay and educational support person or program supplies
- **SUBMITTAL REQUIREMENTS:** Submission Date: 1 June (Annually) if you have any questions regarding Middle School Cadet Corps/Military Schools & JROTC Programs; please call LTC Kim Harrell/SFC Richard Newton, 773-534-9770.

**i. UNIFORMS AND EQUIPMENT**

**1. UNIFORMS:**

a. The cadet's uniform is adopted by the school and the school is responsible for purchasing the cadet uniforms. The uniform should be viewed as a symbol of honor, tradition, achievement and school pride. Smart appearance is an indication of self-respect, pride, alertness, and loyalty to school, community, and country. The uniform will consist of beret, white shirt and grey pants.

b. The parents of each cadet is responsible for ensuring that their son or daughter is in the designated uniform on uniform day. Uniforms are normally worn on a day directed by the MSCC Instructor. Only the complete uniform as prescribed by the instructor will be worn, partial or incomplete uniforms are not allowed.

**2. PROPER WEARING OF THE UNIFORM:**

a. The MSCC Corps uniform will be worn only at times and places specified by the JROTC Instructor.

b. Awards (medals or ribbons) should be worn on the uniform shirt. A medal and ribbon for the same award will not be worn at the same time.

c. Shirt and trouser pockets will be buttoned at all times. Articles will **NOT** be carried in shirt pockets. No item will protrude from trouser pockets.

d. Under no circumstances will shirttails be worn outside the trousers.

e. The uniform will be worn properly at all times to include off school grounds.

**3. RESPONSIBILITY AND MAINTENANCE OF UNIFORMS:**

a. Before a student can be enrolled in the MSCC Program, his/her parent/guardian must agree to ensure that the student will wear the prescribed uniform on uniform day.

b. Costs of laundry, cleaning, and normal maintenance of uniforms will be borne by the parents of the cadet

c. **INSPECTIONS:** Inspections will be conducted on scheduled uniform days. This is to ensure that high standards of personal appearance are being maintained.

**j. ORGANIZATION OF THE CADET BATTALION**

**1. The Middle School Cadet Corps Company will be organized as follows:**

**(a) Authorized Position, Ranks, and Number:**

<b>Position</b>	<b>Rank</b>	<b>Number</b>
Company Commander	CDT/1 <sup>st</sup> LT	1 per Co.
Platoon Leader	CDT/2ndLT	1 per Plt.
Company First Sergeant	CDT/1SG	1 per Co
Platoon Sergeant	CDT/P/SGT	1 per Plt.
Squad Leader	CDT/SGT	1 per Sqd.
Team Leader	CDT/CPL	

(All other cadets will be PFC, PVT, or cadet basic.) However, MSCC Instructors are encouraged to promote cadets to fill other positions of responsibility, i.e. Public Affairs, Color Guard Commander, Drill Team Commander, and Liaison Position with school administrators.

**2. Selections and Appointment:**

- a. Selection for appointment to any rank will be made on a "best qualified" basis.
- b. Consideration will be given to leadership ability, appearance, bearing, and good character qualifications. Scholastic grades, extracurricular activities, and other requisites will also be considered.
- c. Reductions in rank may result at any time for inefficiency, improper conduct, or other justifying causes.
- d. Strong consideration should be given to promoting cadets one rank at a time and not skipping ranks.

3. **Command and Staff.** Command and control should be vested in the cadet officers and noncommissioned officers. They play an important role in establishing and upholding the standards of performance in their respective schools. It is important to remember that leadership abilities improve through practice.

4. **Cadet Officers: Cadet** Officers will be selected cadets who have clearly demonstrated their competence and leadership ability as cadet noncommissioned officers.

a. **Promotion to cadet officer should not be given solely as a reward for longevity.**

b. Cadets of lower rank are required to receive and obey all lawful orders from cadet officers and noncommissioned officers, as appropriate.

c. Cadet officers who fail to comply with cadet regulations, or who passively allow other cadets to violate rules and regulations, may be reduced in rank.

d. Cadet Officers are just that **Cadet** Officers. Hazing or corporal punishment of any kind (to include pushups) **may not be levied** by cadet officers. The issuance of merits/demerits must be authorized by a case-by-case review.

#### 5. **Cadet Noncommissioned Officers:**

a. Cadet noncommissioned officers are assistants to the cadet officers and the MSCC Instructors. In this capacity, cadets of lower rank will obey all lawful orders of noncommissioned officers without question.

b. Cadet noncommissioned officers who fail to discharge their duties and responsibilities may be reduced in rank.

c. Any cadet noncommissioned officers may not levy hazing or corporal

punishment of any kind (to include pushups). Normally, the responsibilities of cadet officers and noncommissioned officers cease upon termination of the school day. However, their responsibilities as student role models are extended beyond the confines of the schools campus. Cadet leaders must be encouraged to inspire other cadets to follow regulations. Cadet officers and noncommissioned officers are responsible to the MSCC instructor for the appearance, discipline, efficiency, and welfare of their units during prescribed class periods.

#### **k. ASSIMILATION OF MSCC CADETS IN THE MILITARY SCHOOLS & JROTC PROGRAM**

1. **ASSIMILATION OF MSCC CADETS.** At the recommendation of the MSCC instructor and at the acceptance of the JROTC Senior Instructor matriculating 9<sup>th</sup> graders would be accepted into the JROTC program with two earned advantages:

a. Awards presented to a MSCC may be retained and worn as a member of JROTC (these are awards as published in official middle school publications and verified by the middle school teacher).

b. Rank may be retained to the rank of Corporal based upon a practical exam administered by the JROTC instructional staff.

b. There must be a written individual award record for each middle school student submitted to the gaining JROTC unit and the MSCC instructor must personally verify that the cadet is authorized to wear the award. This record must be included in the new JROTC Cadet's file.

c. Rank may be retained to the maximum of Corporal (E-4). The middle school student must have earned the rank of corporal or higher to retain the rank. A lesser rank may be awarded if the new JROTC Cadet's proficiency is less than expected of a JROTC Corporal. The primary ability demonstrated to retain rank is in the area of Drill and Ceremony (see accompanying requirements). Rank is a privilege and may be taken away if the new JROTC Cadet fails to develop and attain required standards. Retention of rank requires a specific recommendation by the MSCC Instructor. The Senior Military Instructor, will moderate disputes and judgments.

#### **l. MIDDLE SCHOOL TO JROTC PRACTICAL EXAM TO RETAIN MSCC RANK**

Middle School Cadets must accomplish the following with a satisfaction rate of 80%

A Cadet must demonstrate the ability to both orally\* and physically accomplish the following positions:

1. Attention
2. At Ease
3. Parade Rest

4. Stand At Ease
5. Left Face
6. Right Face
7. About Face
8. Hand Salute

A Cadet must demonstrate the ability to both orally\* and physically accomplish the following marching maneuvers:

1. Forward March
2. Halt
3. Column Left
4. Column Right
5. Rear March
6. Use of the 30 Inch Step
7. Half Step
8. Double Time

\*Orally means that the cadet must be able to describe the proper procedures to accomplish the maneuver.

A Cadet must demonstrate the ability to march a team of cadets (3 to 5) to accomplish the following maneuvers.

1. Forward march
2. Column Right
3. Column Left
4. Rear March
5. Halt
6. Left Face
7. Right Face
8. About Face
9. Parade Rest
10. Fall out

#### **m. AWARDS**

##### **1. Director's Award of Excellence**

a. Cadet of the Year- awarded annually to the top cadet in the MSCC Program.

b. Junior Guard- awarded quarterly to one cadet recommended by the JROTC Instructor.

##### **2. Principal's Commendation Award – awarded by the principal to cadets**

who exhibit exemplary conduct and actions in support of the community, school, and MSCC.

### 3. **Academic awards:**

- a. Academic Excellence - awarded at the end of each grading period to cadets maintaining a grade of “A” in all courses.
- b. Academic Achievement - awarded at the end of each grading period to cadets maintaining a “B” in all courses.
- c. Perfect Attendance - awarded to cadets with no unexcused absences during a grading period.
- d. Good Conduct Award - awarded to cadets who exhibit good conduct in school, are not suspended, or assigned to internal suspension or detention during a grading period.

### 4. **Cadet Skill Awards**

- a. Color Guard - awarded annually to cadets who are members of the MSCC Color Guard.
- b. Drill team - awarded annually to cadets who are members of the MSCC Drill Team.
- c. Honor Guard - awarded annually to cadets who are members of the MSCC Honor Guard.
- d. Athletic Award - awarded annually to cadets who excel in sports challenge and school sports.

### 5. **Cadet Of The Year Program**

a. **GENERAL.** The intent of the Cadet of the Year program is to identify the top cadet from each school as among the middle school’s best. The selection is intended to be prestigious and the process to be rigorous. It is important to establish up front that while the competition is open to all cadets in the county, the goal is to showcase the program’s best cadet. Each MSCC program may nominate one cadet in accordance with the eligibility criteria.

b. **CADET ELGIBILITY.** Nominated Cadets must meet all criteria established below.

- 1. Overall Grade Point Average of 2.0 or better.
- 2. No unexcused absences for the semester of selection.
- 3. Not have previously competed for Cadet of the Year. (Cadet of the Year is a one- time competition.)

**c. PROCEDURES**

1. A memorandum of instruction will be published at the beginning of the second term/semester of the school year to define dates and special criteria unique to that school year (to include the annual study guide.)

2. Cadets will be nominated on the enclosed nomination form by the date established in the memorandum of instruction. Cadets have two requirements:

(a) A one page, single-spaced, typed essay entitled: Citizenship

(b) Appear before the selection board

**d. SELECTION BOARD**

1. Each nominated cadet will appear before a selection board composed of JROTC Instructors.

2. The cadet's appearance before the board will be for approximately ten minutes and will consist of questions in the subject areas of American History, Citizenship, Current Affairs, and MSCC Knowledge. A study guide will be published at the start of the school year's second Semester.

3. The board will judge the cadet on correctness/completeness of answers, military bearing, poise, and demeanor.

4. The selection board will traditionally be held on a Friday (mid to late May)

(a) Board proceeding:

1. The candidate's file will be presented to each board member just prior to the interview. The file will consist of his/her score sheets, essay, and nomination form. Board member will be given five minutes to review the nomination, read and grade the essay, and formulate their questions. The actual interview process should take approximately 10 minutes.

2. Each board member will ask the candidate a series of questions, each question evaluated on a 1-10 point scale. Additionally, each board member will subjectively evaluate the cadet on poise/demeanor, appearance, essay, and overall impression. There is a total possible 90 points (50 points for knowledge and 40 points for subjective evaluations.)

(b) Reporting Process:

1. Knock on door and wait for the Board President to invite into the room.
2. Salute; Report to the Board President "Sir, Cadet Jane Doe, McNicol Middle School, middle school cadet corps reports to the Board President as directed." (Board President will be identified by a desk nametag) drop the salute and take a seat in the chair provided when the Board President instructs.
3. Posture, demeanor, and body language are very important during interview. Answer questions with proper courtesy i.e. "Sir, the President of The United States of America is President George W. Bush, Sir"
4. When instructed (conclusion of interview) rise and report out to the board president ("Sir, Request permission to depart the board, Sir") drop salute turn and depart the room.
5. APPEARANCE SEQUENCE. A drawing will be conducted two weeks before the board to determine the sequencing of cadets going before the board. Cadets will be scheduled (depending upon their position determined by the drawing.)

e. **AWARDS CEREMONY.** MS & JROTC will schedule the awards ceremony and publish guidance accordingly. Member schools may receive taskings to participate in the ceremony. The ceremony is a JROTC cadet run occasion and will require cadets in addition to the Cadets of the Year to be conducted.

f. **SUMMARY.** This competition is the most prestigious in the Middle School Cadet Corps. It is intended to require cadets to prepare and perform. It is very important that cadre actively assist their nominee in his/her preparation. Do not place your cadet or your program in the embarrassing position of not being prepared.

**(Program Inspection Checklists) To MSCC SOP**

**1. Purpose.** This annex provides guidance for evaluating MSCC programs to determine if the schools, units, cadet corps and instructors meet and maintain standards, and to identify and appropriately reward those that exceed program standards.

**2. School-Program Inspection Guidelines**

a. **Notification.** The Department of Military Schools MSCC Program Manager or designated representative will conduct the inspection. The inspector will notify the Principal, MSCC Instructor and Support personnel in writing of the scheduled evaluation.

b. **Inspection Checklist.** Inspectors will use the MSCC Program Inspection Checklist to score inspected areas and record comments during the inspection.  
**Scoring:** Each item is a “Sustain” or “Improve” regardless of the number of questions in the item. If any question in the item is not met it is an “Improve”. **Minimum Passing Score- 400**

**Inspection Point Summary**

<b>INSPECTION AREA</b>	<b>MAXIMUM POINTS</b>
<b>School</b>	<b>100</b>
<b>In-Ranks Inspection</b>	<b>100</b>
<b>Competitive Event(s)</b>	<b>100</b>
<b>Non-Competitive Event(s)</b>	<b>100</b>
<b>Curriculum</b>	<b>100</b>
<b>Total</b>	<b>500</b>

d. If the minimum passing score is not attained, the program will be placed in a probationary status and a follow-up inspection will be conducted within 2 months. The Department will notify the Principal and MSCC Instructor in writing of the scheduled re-inspection and inform the school the areas to be re-inspected. If the school/program does not attain a minimum score within 6 months from the follow-up inspection, the program will be disestablished.

**MSCC PROGRAM INSPECTION CHECKLIST**

**School:** \_\_\_\_\_

**Date:** \_\_\_\_\_

1. Period covered \_\_\_\_\_

2. Cadet Enrollment \_\_\_\_\_

3. MI Name: \_\_\_\_\_

4. AI/Support Staff Name(s): \_\_\_\_\_

5. Probation (Unit). If yes, state reason. \_\_\_\_\_

6. **Inspector Name:** \_\_\_\_\_

7. **Signature:** \_\_\_\_\_

**Inspection Point Summary**

<b>INSPECTION AREA</b>	<b>MAXIMUM POINTS</b>	<b>POINTS AWARDED</b>
<b>School</b>	<b>100</b>	
<b>In-Ranks Inspection</b>	<b>100</b>	
<b>Competitive Event(s)</b>	<b>100</b>	
<b>Non-Competitive Event(s)</b>	<b>100</b>	
<b>Curriculum</b>	<b>100</b>	
<b>Total</b>	<b>500</b>	
<b>Comments:</b>		

**Minimum Passing Score- 400**

**Scoring:** Each item is a “Sustain” or “Improve” regardless of the number of questions in the item. If any question in the item is not met it is a “Improve”. Each “Sustain is worth 20 points. Maximum (100 points)

**SCHOOL EVALUATION:**

**(MSCC) PROGRAM INSPECTION CHECKLIST**

**SCHOOL** \_\_\_\_\_ **DATE** \_\_\_\_\_

**INSTRUCTOR** \_\_\_\_\_ **TOTAL SCORE** \_\_\_\_\_

**PRINCIPAL** \_\_\_\_\_

**Scoring:** Each item is a “Sustain” or “Improve” regardless of the number of questions in the item. If any question in the item is not met it is a “Improve”. Each “Sustain is worth 20 points. Maximum (100 points)

ITEM	Sustain	Improve	Score Per Item
1. Does the school provide an adequate number of classrooms based on cadet enrollment, and provide instructors with a drill area? (IAW MSCC SOP DTD: 1October 2004)			
2. Are MSCC class sizes in accordance with the MSCC class sizes in accordance with the MSCC Program (SOP) which stipulates the maximum class size of 30 students? (IAW MSCC SOP DTD: 1October 2004)			
3. Are Military Instructors actively supported in recovering uniforms, books, and other MSCC property from students no longer enrolled in the program?			
4. Does the Military Instructor allow 90 hours, or the number of hours available in the school year, for the complete MSCC Program of Instruction to be taught? (IAW MSCC SOP DTD: 1October 2004)			
5. Does the school provide appropriate uniforms for the Cadet Corps program as per SOP? (IAW MSCC SOP DTD: 1October 2004)			
<b>SCORE</b>			
<b>COMMENTS:</b>			

**IN-RANKS INSPECTION:**

**(MSCC) PROGRAM INSPECTION CHECKLIST**

**SCHOOL** \_\_\_\_\_ **DATE** \_\_\_\_\_

**INSPECTOR** \_\_\_\_\_ **TOTAL SCORE** \_\_\_\_\_

**PRINCIPAL** \_\_\_\_\_

**Scoring:** Each item is a “Sustain” or “Improve” regardless of the number of questions in the item. If any question in the item is not met it is a “Improve”. Each “Sustain is worth 20 points. Maximum (100 points)

<b>ITEM</b>	<b>Sustain</b>	<b>Improve</b>	<b>Score Per Item</b>
1. Is there a specified day of the week for cadet uniform inspection? (IAW MSCC SOP DTD: 1October 2004)			
2. . Do the MSCC cadets have the required uniform consisting of the white shirt and grey pants? (IAW MSCC SOP DTD: 1October 2004)			
3. Are there cadets that have not been issued a complete MSCC uniform? (10% or less) (IAW MSCC SOP DTD: 1October 2004)			
4. Are cadet clothing records on hand and signed by the cadet? (IAW MSCC SOP DTD: 1October 2004)			
5. Is there a program designed to recognize deserving cadets through promotions, medals, or ribbons? (IAW MSCC SOP DTD: 1October 2004)			
<b>SCORE</b>			
<b>COMMENTS:</b>			

**CURRICULUM INSPECTION:**

**(MSCC) PROGRAM INSPECTION CHECKLIST**

**SCHOOL** \_\_\_\_\_ **DATE** \_\_\_\_\_

**INSPECTOR** \_\_\_\_\_ **TOTAL SCORE** \_\_\_\_\_

**PRINCIPAL** \_\_\_\_\_

**Scoring:** Each item is a “Sustain” or “Improve” regardless of the number of questions in the item. If any question in the item is not met it is a “Needs Improve”. Each “Sustain is worth 20 points. Maximum (100 points)

<b>ITEM</b>	<b>Sustain</b>	<b>Improve</b>	<b>Score Per Item</b>
1. Are the Military Instructors using the MSCC lesson plans and curriculum materials? (IAW MSCC SOP DTD: 1October 2004)			
2. Are Instructors complying with the required POI (90) hours of instruction? (IAW MSCC SOP DTD: 1October 2004)			
3. Cadet curriculum knowledge (based off of selected questions from POI)?			
4. Is there a training schedule posted to indicate the date and times of instruction? (IAW MSCC SOP DTD: 1October 2004)			
5. Does the instructor maintain copies of cadet examinations/quizzes?			
<b>SCORE</b>			
<b>COMMENTS:</b>			

**COMPETITIVE EVENT INSPECTION:**

**(MSCC) PROGRAM INSPECTION CHECKLIST**

**SCHOOL** \_\_\_\_\_ **DATE** \_\_\_\_\_

**INSPECTOR** \_\_\_\_\_ **TOTAL SCORE** \_\_\_\_\_

**PRINCIPAL** \_\_\_\_\_

**Scoring:** Each item is a “Sustain” or “Improve” regardless of the number of questions in the item. If any question in the item is not met it is a “Improve”. Each “Sustain is worth 20 points. Maximum (100 points)

<b>ITEM</b>	<b>Sustain</b>	<b>Improve</b>	<b>Score Per Item</b>
1. Has the MSCC Program participated in at least one competitive event? (IAW MSCC SOP DTD: 1October 2004)			
2. Does the MSCC Program have a color guard team? (IAW MSCC SOP DTD: 1October 2004)			
3. Are medical statements on hand for cadets that cannot participate in any physical activity?			
4. Does competitive events involve curriculum related skills?			
5. Did the MSCC Program participate in the MSCC Drill competition? (IAW MSCC SOP DTD: 1October 2004)			
<b>SCORE</b>			
<b>COMMENTS:</b>			

**NON-COMPETITIVE EVENT INSPECTION:**

**(MSCC) PROGRAM INSPECTION CHECKLIST**

**SCHOOL** \_\_\_\_\_ **DATE** \_\_\_\_\_

**INSPECTOR** \_\_\_\_\_ **TOTAL SCORE** \_\_\_\_\_

**PRINCIPAL** \_\_\_\_\_

**Scoring:** Each item is a “Sustain” or “Improve” regardless of the number of questions in the item. If any question in the item is not met it is a “Improve”. Each “Sustain is worth 20 points. Maximum (100 points)

<b>ITEM</b>	<b>Sustain</b>	<b>Improve</b>	<b>Score Per Item</b>
1. Has the MSCC Program participated in any community related events?			
2. Has the MSCC Program participated in any Service Learning Projects?			
3. Has the Program participated in at least one parade or review? <small>(IAW MSCC SOP DTD: 1October 2004)</small>			
4. Has the MSCC Program participated in any non-parade activities?			
5. Has the Program partnered with local organizations?			
<b>SCORE</b>			
<b>COMMENTS:</b>			