Chapter 23
HOSIC (Hands-On Student Involvement Conference) for High School)

HOSIC is a theme-based, *non-competitive* conference that gives students a forum to explore ideas, practice presentation and interpersonal skills, and take responsibility for their own success. To every extent possible, HOSIC is *for and about students*, *run by students, with the least possible adult management.* By allowing students to plan, organize, and run this gathering, HOSIC empowers students and encourages them to become involved with their own school, to interact with a wider group of their peers, and to gain skills and confidence to effect change in their own schools and beyond.

The two-day HOSIC conference consists of an extensive schedule of student-led workshops, seminars, and presentations based on the chosen theme, beginning with a keynote speaker, interspersed with student-led activities, and concluding with a closing gathering. Participating schools coaches and teachers are expected to work with their students in developing workshops and providing feedback on their performance. The theme is chosen by the host school's students, with guidance from CEESA principals, host teaching faculty and when possible with CEESA high school students.

HOSIC team members are frequently non-seniors, often students who are not intensely involved in other school activities and sports. HOSIC is a good opportunity for the emerging student leader, the student whose potential is thus far untapped, and the student who wants to grow interpersonal skills and explore issues affecting their lives.

REQUIREMENTS FOR HOSTING HOSIC

• Event will be hosted in rotation, which is planned two years ahead.

• Hosting school should be able to host a minimum of 80 visiting students (number of students from each school is at the discretion of the host school), and every effort made to accommodate CEESA member high school students.

• Host school will create an on-line forum (e.g. Facebook, Moodle, Wiki site etc) and send the link to all participating schools with the invitation. Participating schools will post their topics and descriptions to prevent duplication. (March 2011)

• Will involve students to a great extent in deciding the focus or theme for their hosted conference.

• Teachers, HOSIC coaches, directors and administrators will serve as 'teaching advisors' at every step of planning: to guide and assist students.

 • Encourage involvement of the entire high school of the host school: students and teachers, whenever possible.

• Should provide electronic assistance for presentations, sound amplification, large and small group meeting rooms, recreation, social events, etc. to support the student conference.

• Will organize and schedule a cultural experience at some point during the conference.

HOSIC seminars (March 2011)
- Topic choices should not be taken lightly and should be preapproved by the advisors/coaches.
- The goal of the seminar is to promote thought provoking discussions between the presenters and the audience.
- Each seminar should last at least for 30min. Duration of the seminars will be determined by the host school.
- As a preparation method HOSIC students should be encouraged to perform their seminar to the members of their own school community and use the feedback to further improve their seminar.
- Feedback forms should be provided to participants at the end of each seminar. Forms are to be filled out in the seminar room and given to the presenters.
- All seminars are open to any adult/coach/student interested.

Number of seminar participants should be regulated by the conference organizers bearing in mind that all seminars should be well attended. All seminars should be presented twice throughout the conference.

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SAMPLE STEPS FOR HOSIC CONFERENCE DIRECTOR

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STEP 1: Choose conference theme and publish to CEESA schools
2006 Prague: Diversity
2007 Vienna: Student Life
2008 Moscow: Decision Making
2009 Warsaw: Global Crime

With two or three ideas as a starting point, ask student groups to propose topics of interest to them. Solicit ideas from faculty and administration. Narrow the selection through discussion in advisory or grade level meetings, and vote on the final three.
This could also be a CEESA-wide process where each school votes on the 3 pre-selected themes. The results would be forwarded to the host school and collated. Thus all schools would have an opportunity to participate in the selection of a theme.

STEP 2:   Choose student leaders
Choosing effective student leaders is a critical decision. Student leaders will work directly with the faculty director, Activities Coordinator, and Administration. These students should be creative, responsible, organized self-starters who have the time and commitment to carry out the planning and execution of the event.   If a student leader has attended a HOSIC conference in the past, s/he will have a head start on envisioning a successful conference.
Allow students every decision-making opportunity possible, beginning with brainstorming sessions about how the conference will 'look', what they will need to plan, order, anticipate, etc. Student leaders should help create a timeline/action plan and a responsibility flow chart *before school ends.*
Divide responsibilities among student leaders (using the flow chart) such as creative, scheduling, publications, student workers, permissions, social activities, etc.

STEP 3: Begin the search for a keynote speaker.
This is one task that likely rests with the HOSIC director, with considerable input from Administration and the Activities Coordinator. Pooling all of the schools' resources on this would likely garner the very best keynote speaker related to the theme. Student input is welcomed, but they may not have the contacts or awareness necessary to make the best selection. However, if interviewing or communicating otherwise with potential speaker, include students directly in the process. They learn how to ask good questions and deal with professionals.

STEP 4: Weekly planning meetings with Student Leaders
Here is a partial list of what to plan, organize, complete and anticipate:

- ▪ *Timely communication with CEESA schools*
  - Invitation letter from the host school
  - Welcome letter from student leaders
  - Keynote speaker introduction
  - Communication with visiting teams in regard to conference theme, seminar topic/synopsis

- ▪ *Event daily schedule*
  - Start and end times
  - Social activities, ice breakers, etc.
  - Refreshments and meals—when, where, how much, etc
  - Opening and Closing Ceremonies (slide show or video presentations, welcome speeches, keynote speaker etc)
  - Student Social activity for Friday evening
  - Cultural experience

- ▪ *Conference content*

- Conference schedule: Day 1, Day 2 with seminars' time a location
- Seminar Catalogue: all seminars/ presentations with title and synopsis
- Welcome letter, participant packets, name tags, etc.

- ***Conference logistics***
- Registration of participants
- Computer access for participants and coaches
- Coaches' materials, gathering place
- Safe storage for participants' personal items—bags, coats, etc. (signed classrooms)
- Student volunteers for ice breakers, social event, registration, setting up and monitoring rooms, help for people who get lost, photographers to record the conference activities
- Directions around school to guide visitors
- Student-led tour of school facilities for visitors

- ***Conference promotion and publicity***
- Choose memorabilia for participants (e.g. T-shirt or other item) and create the design
- Conference stationery
- Posters around school
- Post event CD or video with pictures to all schools

- ***Budget awareness***—staying abreast of the cost of planned activities, food, transportation, memorabilia, etc.

All CEESA rules will apply to this event.