



Name: **Cheng, Katelyn**

Office: **Secretary**

Sponsor: Sean Minion

School: Sycamore

Grade: 10

Classics/JCL Experience:

Years of Latin/Greek: **3.5+**

State Conventions attended: **2**

National Conventions attended: **0**

Will you attend all Executive Board Meetings, Fall Forum 2020, and State Convention 2021? (Y/N): **Yes**

Will you attend the 2021 Virtual National Convention? (Y/N): **Yes**

Experience/Activities:

Club Offices: N/A. Unfortunately due to the Covid-19 pandemic, my school Latin club did not elect school officers this year. However, I am in charge of club communications over social media.

Relevant experience or traits, general and with specifics for the given Office:

Due to the global pandemic, my karate dojo has been widely affected. We lost several students and instructors due to the fear of Covid-19. I had a big part in the change that the dojo had to go through. One of the tasks I was responsible for was smoothly transitioning our dojo from the Japanese Karate Association to the World Traditional Karate Organization. The switch meant that our testing routines have drastically changed. I was able to help with this by typing out and reorganizing the new test, allowing it to be more comprehensible for students. I have also taken a role in teaching some of the classes. For this, I keep track of attendance for that class. I also am responsible for communicating what we worked on in class that day. Before every test session, I write a report on every student about their in-class behaviors, which helps the head instructor whether the student passes or not, so I am used to writing detailed summaries and getting them out to the correct people properly.

Sycamore has recently started a speech and debate club. Within this club, I have taken a leadership role in the club's management. This includes keeping minutes, keeping track of every member's feedback from speech competitions and practices, as well as weekly attendance. I also collaborate on the weekly google slides, by giving an overview of the club's previous meeting.

School & non-school related activities/sports/etc.:

Outside of school, one of my favorite things to do is plan future fun events. Over the past couple of years, I have helped my parents plan our family vacations. I also have intricately organized several parties for my friends.

I also give free flute lessons to kids online through a student-founded program called The Do Re Mi Project. As a part of student lessons, I write a list of what goes on in the lessons and what the student can improve on. After each lesson, I also write an email to the parents about things we have worked on.

I have participated in numerous Ohio Music Education Association activities, including solo and ensemble opportunities and honor bands. Learning how to manage ensembles for ensemble ratings and practicing solos has taught me much about leadership and self-betterment.

As said before, I love martial arts, and I am deeply invested in our school's music program. I volunteer for Sycamore Band and Orchestra Boosters as much as I can and participate in several ensembles around the Cincinnati area.

Executive Board:

Ability to communicate with students and adults (chaperones, sponsors, teachers):

I have quite a bit of experience communicating with both students and adults. Whether it be teaching karate to those younger than me or collaborating with the older instructors at my dojo, I have been able to converse with them with no issue. Part of my job is teaching younger and newer students how to properly execute techniques. Because of this, I have learned how to put things into more simple terms, so they can understand them better. I also communicate a lot with other instructors. After every class, I am responsible for contacting the other instructors on what I worked with the students. This not only am I able to communicate with both younger and older age groups, but I am also able to converse with students my age.

My experience with music has not only been able to provide me with the joy of creating music, but it has also been able to teach me how to communicate with other students my age. I am principal of Cincinnati Youth Wind ensemble and Co-principal of Sycamore Winds, the top band at my school. This position has allowed me to communicate with other students about music changes and phrasing. I also collaborate with my peers, asking for input and taking their suggestions about their thoughts on how a piece should be played. I have worked closely with the band directors, talking about students' progress and their part assignments. This has helped me learn how to communicate with students my age, as well as older age groups.

This year, I have been a virtual student. Meaning that I have not been able to be in direct contact with my teachers. From this, I have learned how to maintain communication with my teachers and peers from a distance. Some ways I have established communication are email, google meets, google hangouts, and social media platforms such as Instagram. I also have a solid understanding of how to use Google slides, docs, sheets, and other Google platforms.

What have you done to understand the duties of the office you are seeking?

I have thoroughly read through the OJCL Constitution, By-Laws, and the minutes from past meetings. I have also read through Krish's and Tullus's Guides for running on the OJCL website. I have also reached out to current secretary Jimmy Fraley, former secretary, Alan Zhang and current South Gubernator, Pierce Bruner. Jimmy has informed me of more details and all the behind-the-scenes work that is not stated in the by-laws. Former Secretary Alan Zhang and Pierce Bruner have made me aware of a few issues (see next question) and develop ideas on how they can be solved.

Do you have any goals/ideas for the Executive Board and/or the OJCL? Please be specific to the office you are seeking.

I would like to utilize the Remind Application for all OJCL students year-round. This way, there can be a more direct way of communication from the Executive Board and Students. All information is transferred from the Board to sponsors and public platforms such as websites and social media. I would like a way for board members and state chairs to be more directly communicating with students.

Another thing I would like to do is create a general Q&A Forum. Any student with questions could publicly ask a question, and then a board member, state chair, or sponsor would be able to answer. Then, anyone would be able to view previously asked questions and answers.

Something else I would like to implement is a weekly log for executive board members. After talking to some current and previous board members, there seems to be a lack of communication between state chairs and executive board members. To solve this, I would like to create a digital log. Board members and state chairs would give a weekly (or monthly) summary of what they have been working on and the progress they have made. Although this may seem like a bit of extra work, It would solve the communication issue between state chairs and board members.

Other Biographical Information/Comments:

Due to the global Covid-19 pandemic, a lot of my activities have been canceled. However, this pandemic has allowed me to do things, I otherwise would have not been able to do. This includes running for the Executive Board and attending NJCL Convention. I am looking forward to doing both of these things and becoming more involved with the JCL.