MGMT 516
PROGRAM SYLLABUS/DESCRIPTION
2019-20

**Program Contact Information:**
Division of Graduate & Continuing Education
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**Course Questions:**
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**Course Overview:** Using an interactive, mentored approach, we're creating a leadership learning community where exposure to key elements of our future and past; conversations with diverse community frontrunners; expert coaching and community mentoring; and leadership education aims to foster and grow the skills of existing and emerging professionals.

In addition to community familiarization tours and discussion panels, we will also be learning about key leadership theory that applies in Lewis County and introducing an alternative to traditional problem solving called Appreciative Inquiry – shifting our thinking from only seeing the issues and gaps to considering what opportunities and possibilities we can consider. All aimed at adding new points of view to the participant's leadership toolkit.

The richness that each participant brings to the Academy is valued and as such, we will build in and encourage networking and peer support that is only possible because of the diversity of the group.

*The central goal of the Lewis County Leadership Academy is to foster the development of emerging and existing leaders for the advancement of Lewis County and its communities.*

> **Our Leadership Academy Focus**
>
> **We've created a learning community that puts professionals (existing and emerging) in position to influence and add value to Lewis County. We build pride in our local history and culture, and create highly skilled, motivated and informed leaders. We have reshaped our thinking, so we are 'open to possibilities' and use our knowledge and networks to enhance our civic infrastructure to create a more vibrant quality of life for all.**
>
> **We are passionate, informed, reflective and action-oriented leaders of today and tomorrow who take our skills into our work, our community and our personal lives.**

**Learning Objectives:**

*Leadership Skills Development* - Each month, attributes of inspiring leaders, skills necessary for effective leadership (such as those listed below) are also studied and practiced.

- Communication & Presentation
- Building Relationships & Facilitating Team Success
- Strengths Based Leadership
- Emotional Intelligence (awareness of self & others)
- Influencing & Providing Direction

- Leadership vs Management
- Managing Change & Adaptability
- Skills, Traits & Personality
- Ethics and More!

*Civic Awareness and Engagement* - Divergent views on several issues vital to Lewis County are presented in a variety of formats to help participants appreciate the past, understand the present, and prepare for the future. Topics include:

- Agriculture and Food Down the Road
- Government: Issues & Opportunities
- Building Healthy Communities (Health, Diversity and Non-Profits)

- History and Demographics
- Military: Links to the World
- Economic Development & Tourism

**Mentors**

- Hand selected Mentors who are solid and progressive community and business leaders and Alumni who represent different sectors, demographics and backgrounds.
  - o **Monthly session with mentor and 2-3 Academy peers**, focused topical discussion, with progress updates on leadership development (IDP) reflections (1 hour during Civic Days, beginning in October)
  - o **Individual Mentor Meeting**: set up by you with your mentor at a mutually convenient time before November 19th to discuss Individual Development Plan, best use of mentor and interaction scheduling where needed.
  - o **Focus:** leadership learnings, current development focus updates, challenge and idea sharing, networking ideas, '*from my experience….*' Informal learnings from mentor and peers

**Course Format:** The sessions meet on Tuesdays each month at selected locations around the county. Sessions run from 8-5 pm. with some exceptions. **Civic Days** may include tours. Times may vary depending on visit locations. Each Civic Day sessions will include a Keynote Speaker discussion based on the topic(s) participants have prepared for through assignments and readings related to the monthly topic. The first portion of the session will feature a

keynote speaker. The second portion of the session will consist of a meal break providing you time to network with program participants and occasionally, keynote speakers to examine related community topics such as economic development, government, quality of life & more. Civic Days will also include a scheduled time for you to meet with your mentor and peer group to give updates on leadership progress, discuss challenges and seek input from your closed mentor group.

**Leadership Best Practices Days** will be interactive and lecture format to learn about current leadership theory and their application to your work in Lewis County. Pre-readings and reflections through Moodle will help you prepare for the interactive activities of the leadership learning focused days.

**Online Platform:** SUNY Potsdam Moodle will be utilized throughout the duration of the course. Pre-session assignments (readings, assessments and other assignments) can be accessed within the course online. Additionally, post-session forums can be located within the Moodle course. Here you will be required to converse with participants on course topics as outlined in the syllabus and further explained within the Moodle course. Moodle can be accessed at: https://moodle.potsdam.edu

**Grading for Lewis County Leadership Academy Participants not seeking course credit:** In order to complete the program, receive a certificate of completion & participate in the graduation ceremony it is expected that participants complete the deliverables as outlined in the syllabus. While there will not be a formal grade given to individual assignments; your work will be reviewed and receive a credit or no credit rating. It is the expectation as a participant in this program that the deliverables will be of the highest quality. Low quality work & missing assignments may impede your ability to receive a certificate of completion.

**Grading for MGMT 516 Participants:** The final grade will be the aggregate of course activities, research reports, presentations, and all items listed below. Review the attendance policy in detail, as that will also be reflected in your final grade. For the purposes of grading, each deliverable will be based out of a maximum grade of 100 and final grades will be assigned according to the scale below:

| | | | |
|---|---|---|---|
| 90.0 – 100 = 4.0 | 80.0 – 83.0 = 3.0 | 70.0 – 73.0 = 2.0 | 60.0 – 63.0 = 1.0 |
| 86.1 – 89.9 = 3.7 | 76.1 – 79.9 = 2.7 | 66.1 – 69.9 = 1.7 | <60.0 = 0.0 |
| 83.1 – 86.0 = 3.3 | 73.1 – 76.0 = 2.3 | 63.1 – 66.0 = 1.3 | |

## *Deliverables for All Participants:**

Pre-Session Assignments (10%)
Post-Session Forums (10%)
Public Meeting Reflection (10%)
Individual Leadership Growth Oral Presentation (10%)
Community Day of Caring Final Presentation (10%)
Attendance/Participation (10%)
*References to grades and grading percentages in the following sections apply to MGMT 516 Participants

**PRE-SESSION ASSIGNMENTS (10%):** Prior to each session participants will be required to complete pre-session assignments. The assignments will consist of readings, assessments and other assignments to prepare for the monthly session. The specific requirements to complete prior to each session will be provided online

in Moodle no later than two weeks prior the next session. Readings will require a submission of completion statement in Moodle. Assessments & other assignments will require submission of results in Moodle. Be prepared to be called upon during the session sporadically and randomly to explain particular sections of the assigned readings and/or the results of your assessments. This is not meant to intimidate or frighten anyone - it is meant to prepare you for your future. You will be called on numerous times in your future career - whether during a committee meeting or by your boss - to explain something to a group based on your preparedness. Get used to it - we can guarantee you that you will need to think on your feet and utilize public speaking and presentation skills throughout your life.

**POST-SESSION ONLINE FORUMS (10%):** Participants will engage in forum discussions to help maintain the dialogue and learning throughout the semester. We ask that each participant:

> 1) Individually answer the forum discussion (Due 1 week following each live session.)
> 2) Comment on at least two other participant's posts (Due 2 weeks following each live session.)

When engaging in the forums call upon the information presented in our sessions. Utilizing this information, reflect upon the issues discussed and integrate them into the forums. To receive full credit for the original thread AND comments on other participants threads, it is expected that these will be rich with opinion, experiences, supplemental links, or citations. Simply posting "I agree with this" or "I thought it was a good article" will not suffice. In fact, you will receive zero points for this. The intention of the forums is to be conversational yet informative and reflective.

* Lewis County Leadership Academy Participants NOT SEEKING COURSE CREDIT: to receive a completion certificate it is expected that you will participate fully (1 original & 2 comments) in a minimum of 6 of the 8 forums. You will receive a credit/no-credit grade.

Grading FOR MGMT 516 Participants SEEKING COURSE CREDIT*: Participants will receive one aggregate grade at the end of the semester based on the following scale:
> **90.0-100 (Excellent)**: Participant met all post requirements (1 original & 2 comments for all forums).
> **80.0-89.9 (Great):** Participant met most post requirements (no more than 2 posts missing for all forums).
> **70.0-79.9 (Good):** Participant met most requirements (no more than 4 posts missing for all forums).
> **60.0-69.9 (Needs Improvement):** Participant met some posting requirements (no more than 6 posts missing for all forums).
> **0-59.9 (Does Not Meet Standards):** Participant met few requirements (more than 6 posts missing for all forums).

**MEETING REFLECTION (10%):** Each participant will be responsible for attending one public meeting of an organization, board, or other group that you are not actively involved with so they can observe the relationship and dialogue between leadership and followership. A write up in the form of a case study will be the deliverable. The reflection should be about 3-5 pages (double spaced, standard 1" margins, 12pt font). The case study format is flexible, however we will be looking for the following components:

1. An overview of the nature of the meeting and parties involved (for context).
2. How was the meeting ran?  How was it structured?  How did the structure (or lack of structure) affect the ability to efficiently address the issues.  What improvements would you suggest to planning and structure for this type of meeting?
3. Observations pertaining to the type of leadership that emerges throughout the meeting (who, what, when, how). Remember this is not necessarily one person, one activity, etc.
4. What are some of the leadership characteristics observed?  Would you view this as positional or emergent leadership?
5. How would you characterize the outcome of the meeting?  Would you view the leadership as effective?  What lead to this effective or ineffective outcome (tie this into session discussions).

Overall grade will be determined based upon the quality of the connection to session content and overall reflection related to leadership concepts.  Any indication of fabricated experiences may be challenged and will result in lower grades or no grade for the exercise.  To validate your presence at the meeting include a selfie, agenda or other handout provided at the meeting when you submit your reflection paper.

**INDIVIDUAL LEADERSHIP GROWTH REFLECTION (10%)** -  Remember: *The central goal of the Lewis County Leadership Academy is to foster the development of emerging and existing leaders. .* The purpose of this update is for the member to share some aspects of their leadership growth during the Community Day of Caring project and through this year's leadership-related life experiences. In addition, the update gives an opportunity to reflect on the impact of lessons learned for them as a leader.

**Individual Development Planning (IDP)**

Since members will come with diverse needs and experience levels, Individual Development Plans (IDP) will be created by the participants with guidance and support from the Academy Coach and their mentor – allowing for customized growth for each Academy participant.

- Personal reflection and skill development plan (IDP)
- Oral report and reflection at May session (Leadership Growth Progress Update)

**Assignment: Individual Leadership Growth Reflection on IDP**
- The Individual Leadership Growth Progress Update  should be a 5-7-minute presentation, using supporting materials (a/v, internet, other aids) if desired.
- Presentation will focus on both topic reflection as well as presentation style.
- Presentation must link to your IDP focus areas, connecting the audience to your reflections on your current strengths and areas of future development in a constructive, compelling manner.
  1. What did you learn about you and leadership this year?
  2. Why you, why now and where can you take this next?
  3. Where did you grow?
  4. Is there a key lesson learned from your experience this year?
  5. What might you offer to Lewis County that would be a new stretch because of who you are as an emerging community leader?

**COMMUNITY DAY OF CARING FINAL PRESENTATION (10%)** -
**Background: Community Day of Caring Project: Leading the Change**

Because we aspire to inspire others, the class will spearhead a Community Day of Caring in Lewis County: Leading the Change. The project is a key opportunity for the class to practice their leadership and add value to our community. Academy members will select and guide an event that brings citizens and other key stakeholders together to help the community in a visible way in a single day in Spring 2020.

- Community Day
  - Lead by the Leadership Academy Class 2019-20
  - Volunteer at community-based event in Spring 2020
    - Determined by LC LA early in the program
- Project goals:
  - Visible
  - Not fundraising focused
  - Impact on community or targeted population
  - Annual event
  - Lots of publicity

**Assignment:**

Part 1: What is the immediate community need that LCLA 2019/20 will focus on? Utilize facts and figures to back up your assertion of the community need. Are there any current programs that address this concern locally? If so what are the limitations to access (requirements, knowledge of program, etc.) that are keeping those in need from obtaining assistance? How can you break this project's leadership up to best manage and share the responsibilities for delivering a successful Community Day of Caring in Spring 2020?

Participants, working together in sub-groups/committees of 3-4 will work together to identify an approach, develop a way to addressing the identified need through the creation of their committee's action plan including (but not limited to) role assignments, target dates and measures of success.

Teams will present their contribution and reflections on the community outreach program at the Leadership Best Practices session in May. Presentations should include:

Part 2: Present the details of your team's contribution to the Community Day of Caring. How did it help address the community need identified? Do you need to obtain donations from local business, organizations or private donations to fund this? How did you find volunteers to further the mission of the project? How do you communicate to those impacted so that they were able to connect with the program to benefit?

Part 3: Reflections and Legacy Learnings: What are your recommendations about this type of project as the emphasis in the Annual Community Day of Caring? What went well that you would consider doing again? What needs work to make the program better in the future?

Presentation: A presentation of 10 minutes will be expected as well as an additional 5 minutes for Q&A.

**PARTICIPATION/ATTENDANCE (10%)** - Every month, each participant is responsible for completing the pre-session assignments to maximize their ability to actively participate in each session. Participant preparation will factor into their participation grade as it will directly impact your ability to contribute to

session discussions. Participants are expected to actively engage in each session. The grade is weighed primarily on quality of participation – not necessarily on quantity. Consideration will also be given for the frequency of volunteering information versus the speakers/panel having to call on participants for participation. Participants shall provide thoughtful insight to session discussions, ask great questions, provide constructive feedback and apply/integrate concepts into session discussions for full participation grade.

*Attendance*: Participants are required to attend all sessions, although LCLA recognizes that emergencies and conflicts do arise. The attendance policy permits a participant to graduate if he/she misses up to two sessions and completes the required make-up assignment. For an additional cost, anyone who misses more than two sessions may make up the sessions in the following year and receive a certificate of completion at that time. Remember – you or someone else paid a great deal of money for you to attend this course, so get your money's worth! Finally, **remember that this program is only as value added to your development if you make the** commitment **to attend, be there, and complete the assignments.**

# *Deliverables for Course Credit:*

Leadership Theory Analysis (20%)
Community Day of Caring Reflection (20%)

For participants in MGMT 516 that intend to receive course credit for the participation in this seminar there are two additional assignments to complete. Undergraduate credit may also be available to interested participants.

**LEADERSHIP THEORY ANALYSIS (20%)**
Each participant will be required to research a concept/theory of leadership and prepare an analysis of the theory. This paper should integrate your learning throughout the semester by incorporating session topics into your analysis. Practitioner or "white collar" traits/theories may be acceptable but should be discussed with Josh LaFave for final approval. Participants should research the theory and generate a written analysis using the following guidelines:

      1. Provide an overview on the author's theory as it regards to leadership.
      2. Compare the author's theory against formal session topics covered on leadership.
      3. Discuss the strengths and weaknesses of the author's theory.

Researching peer-reviewed journal articles, professional white papers, and reputable sources of information is required to support the paper. A minimum of 5 outside resources should be included in the bibliography and cited within the paper utilizing MLA/APA formatting. Analysis should be 10-12 pages, 1 inch margins, 12 point font and double spaced.

**COMMUNITY DAY OF CARING REFLECTION (20%)** - Utilizing your team community outreach program each individual participant is required to write a reflection. The reflection should consist of two components; a reflection of the community day of caring & a reflection on the team/leadership process.

Part 1: Reflection of The Community Day of Caring Project.

This portion of the reflection should cover all 3 parts included in the team presentation. (Review page 5 of the syllabus for requirements.)

Part 2: Reflection on the Team/Leadership Process
This portion of the paper should provide a reflection on your team/leadership experience. Include, what you learned about:

1. Group decision-making: How did your group make decisions? Is this strategy ideal for all group sizes? Was the decision making process fair for all members? Was there a leader in the group that pushed decisions through?
2. Managing conflict: How did your team manage conflicts? What are strategies for minimizing or managing conflict on the team level? Was there a group leader that handled conflict in your group?
3. Managing team processes: Include strengths and weaknesses of your team's processes and discuss as a leader what you could do to step up and minimize weaknesses in future group projects.
4. Personal leadership style: What were the strengths and weaknesses to your personal leadership style? Would you identify yourself as a leader or a follower in this group project? What can you do to improve yourself as a leader in team projects?

Researching peer-reviewed journal articles, professional white papers, and reputable sources of information is required to support the paper. A minimum of 5 outside resources should be included in the bibliography and cited within the paper utilizing MLA/APA formatting. Analysis should be 10-12 pages, 1 inch margins, 12 point font and double spaced.

**PARTICIPANT RESPONSIBILITIES**
Participants will be responsible for:

● Timely arrival to each session. If you must be late, wait for an acceptable time to enter and minimize any disruptions to keynote speakers/panelists;
● To engage in responsible use of cell phones, computers and other technologies by limiting usage to activities that enhance learning and engagement;
● Being prepared to discuss the topics of relevance;
● Notifying the Academy in advance (when possible) of an excused or expected absence, expected tardiness, or having to leave session early;
● Obtaining notes and assignments from another participant when a session is missed. This should be done prior to the next session;
● Monitoring your progress in the course. Early intervention is the best method of solving a problem – crisis management is not. Contact the Academy as soon as you feel you are having a problem of any kind. Please keep in mind that a lack of planning or action on your part does not constitute an emergency on someone else;
● Completing and submitting all deliverables on or before the due date.

**Honesty** is the best policy. Given that you are attending course in leadership, you are expected to be a responsible adult. **ANY** harmful act of dishonesty will result in failure of this course and will be reported to the office of the Dean for proper disciplinary action under the full penalty of University regulation. Dishonesty is not tolerated in the workplace and will not be tolerated in this program. Dishonest acts include but not limited to – flagrant copying, use of the work of others for your own gain without giving proper credit & outright cheating. Please take the time to review how to avoid plagiarism with proper citations BEFORE submitting any work. Remember - you are not cheating anyone but yourself. Participants can review the academic honor code by following this link: http://www.potsdam.edu/studentlife/studentconduct/honorcode/ participants will be asked to sign the honor code during the first session.

**SPECIAL NEEDS AND ACCOMMODATIONS:** Participants with disabilities who require reasonable accommodations to fully participate in course activities or meet course requirements must register with the Office of Accommodative Services (ext. 3267 in Sisson 111). Please call the institute during office hours (or make an appointment) to discuss accommodations and how the course requirements and activities may impact your ability to fully participate. Note: The appropriate office must document the need for accommodations. Further information regarding Office of Accommodation Services can be found at: http://www.potsdam.edu/studentlife/services/disability/index.cfm

**LEWIS COUNTY LEADERSHIP ACADEMY  COURSE OUTLINE**
All meetings held on Tuesdays from 8-5 unless otherwise announced. Community tours are scheduled as part of some Civic Day sessions.
Changes to meeting dates, times, and locations are a possibility and will be made available on Moodle as soon as possible.   Watch Moodle for location updates!
*Assignments such as readings and other components will be assigned through Moodle and made available as quickly as possible. This outline is ONLY to give a general guideline to participants on topics and deliverables. The ACTUAL readings and deliverable due dates will be available in Moodle.*

| Date & Time | Leadership Development & Lewis County Issues Topics | Deliverables* |
|---|---|---|
| Pre-Session September 3-9 | *Core Strengths Assessment* | o   Complete online personality assessment (45 – 60 minutes) |
| Session #1 **September 17 Oswegatchie Education Center** | *Leadership Topic:* **Team Building & Mentorship** | Post Session Forum: □ 1. Original Post due by Sept 20th □ 2. Two Replies due by Sept 24th □ Complete Session Feedback Survey |
| | *LCLA Issues Topic:* **Growing Together & Networks** | |

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| Session #2<br><br>**October 22** | Civic Day:<br>**Lewis County History &<br>Demographics; Agriculture<br>& Food Down the Road** | Due by October 8th<br>□ Pre-Session Assignment –<br>Assignment in Moodle<br><br>Post Session Forum:<br>□ 1. Original Post due by Oct 25th<br>□ 2. Two Replies due by Oct 29th<br>□ 3. Schedule Individual Meeting with<br>Mentor<br>□ Complete Session Feedback Survey |
| | *LCLA Issues Topic:*<br>**Agriculture, History &<br>Demographics** | |
| Session #3<br><br>**November 19**<br><br>**Center for Business -<br>Lowville** | *Leadership Best Practices:*<br>**Strengths Based Leadership<br>Leading vs Managing<br>Skills, Traits and Personality** | Due by November 5th<br>□ 1. Pre-Session Assignment -<br>Assignment in Moodle<br>□ 2. Complete Individual<br>Development Plan (IDP)<br>□ 2. Complete Individual Meeting with<br>Mentor<br>□ 3. Public Meeting Reflection<br><br>Post Session Forum:<br>□ 1. Original Post due by Nov 21st<br>□ 2. Two Replies due by Nov 26th<br><br>□ Complete Session Feedback Survey |
| Session #4<br><br>**December 10** | Civic Day:<br>**Diversity & Non-Profits;<br>Government: Issues &<br>Opportunities** | Due by December 6th:<br>□ 1. Pre-Session Assignment –<br>Assignment in Moodle<br>□ 2. MGMT 516 ONLY: Leadership<br>Theory Analysis Paper<br><br>Post Session Forum:<br>□ 1. Original Post due by Dec 13th<br>□ 2. Two Replies due by Dec 17th<br><br>□ Complete Session Feedback Survey |
| | LCLA Issues Topic:<br>**Government, Building<br>Healthy Communities** | |
| Session #5<br><br>**January 14**<br><br>**Center for Business -<br>Lowville** | Leadership Best Practices:<br>**Leading Successful Teams<br>Leading with Emotional<br>Intelligence<br>Influencing & Providing<br>Direction** | Due by January 10th<br>□ 1. Pre-Session Assignment –<br>Assignment in Moodle<br><br><br>Post Session Forum: |

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| | | □ 1. Original Post due by Jan 17th<br>□ 2. Two Replies due by Jan 21st<br><br>□ Complete Session Feedback Survey |
| Session #6<br><br>**February 11** | Civic Day:<br>**Business Leader's Breakfast + Economic Development & Tourism;<br>Healthcare** | Due by February 7th<br>□ Pre-Session Assignment –<br>Assignment in Moodle<br><br>Post Session Forum:<br>□ 1. Original Post due by Feb 14th<br>□ 2. Two Replies due by Feb 18th<br><br>□ Complete Session Feedback Survey |
| | LCLA Issues Topic:<br>**Healthcare – Building Healthy Communities<br>Economic Development<br>Tourism** | |
| Session #7<br><br>**March 10**<br><br>**Center for Business -<br>Lowville** | Leadership Best Practices:<br>**Communication and<br>Presentation** | Due by March 6th<br>□ 1. Pre-Session Assignment –<br>Assignment in Moodle<br>□ 2. Paper Due<br><br>Post Session Forum:<br>□ 1. Original Post due by Mar 13th<br>□ 2. Two Replies due by Mar 17th<br><br>□ Complete Session Feedback Survey |
| Session #8<br><br>**March 24th**<br><br><br>**Center for Business -<br>Lowville** | Leadership Topic:<br>**Ethical Leadership<br>Self-Awareness and<br>Feedback** | Due by March 20th<br>□ Pre-Session Assignment –<br>Assignment in Moodle<br><br>Post Session Forum:<br>□ 1. Original Post due by Mar 27th<br>□ 2. Two Replies due by Mar 31st<br><br>□ Complete Session Feedback Survey |
| Session #9<br><br>**April 7th** | Civic Day:<br>**Education, Workforce and<br>Healthcare** | □ 1. Pre-Session Assignment –<br>Assignment in Moodle<br>Post Session Forum:<br>□ 1. Original Post due by April 10th<br>□ 2. Two Replies due by April14th |

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| | LCLA Issues Topic:<br>**Building Healthy Communities** | □ Complete Session Feedback Survey |
| **April 28th (if needed)** | Planning Time for Community Day of Caring and/or "Snow Day" Rescheduling | |
| **Spring** (prior to May 19th) | **Community Day of Caring:**<br>Leadership Academy in Action | |
| Session #10<br>**May 19th**<br><br>*Meet at Center for Business by 8am sharp. Be sure to complete the pre-session registration with the Chamber to ensure your clearance for entry to Fort Drum | Civic Day:<br>**Lewis County: Links to the World – Fort Drum**<br><br>LCLA Issues Topic:<br>**Lewis County and Military Connections** | Due by May12th<br>□ Pre-Session Assignment – Assignment in Moodle<br><br>Post Session Forum:<br>□ 1. Original Post due by May 22nd<br>□ 2. Two Replies due by May 28th<br><br>□ Complete Session Feedback Survey |
| Session #11<br>June 2nd<br><br>Center for Business - Lowville | Leadership Best Practices:<br>Best in Class Reflections | □ 1. Pre-Session Assignment – Assignment in Moodle<br>□ 2. Individual Leadership Growth Progress Update Presentation (ALL)<br>□ 3. Teams: Community Day of Caring Presentations.<br><br>Due by June 5th<br>□ 3. MGMT 516 ONLY: Community Day of Caring Reflection Paper<br><br>□ Complete Session Feedback Survey |
| June 23rd | **Graduation!!!** | |