

MOI [MHS AY 25-26 JPA]

References:

- (a) USACC Regulation 145-8-3, dated 1 April 2025
- (b) JROTC Cadet Reference
- (c) MHS AY25-26 Cadet Challenge MOI
- (d) MHS Service-Learning Project Plan 2025-26

1. Situation.

a. Location. The JROTC Program for Accreditation (JPA) will be conducted at the Manatee High School JROTC Portables 1201, 1202, 1205, and the track field.

b. Weather. The expected high temperature for 3 March 2026 is 75 °F with a low of 59 °F. The humidity is 75% with a 10% chance of rain. Sunrise is 0758 hours.

2. Mission: Manatee High School JROTC conducts the AY 25-26 JPA on 3 March 2026 in the vicinity of the MHS JROTC portables to assess effective teaching, service-learning, and continuous improvement and to maintain JROTC accreditation.

3. Execution.

a. Commander's Intent. The Manatee High School Hurricane Battalion will complete the JPA with a perfect or near-perfect score, earning the "Honor Unit with Distinction" designation. Cadets will feel a sense of pride and accomplishment, solidifying their commitment to the JROTC program and its core values. The assessment team will leave impressed by our discipline, motivation, and professional excellence.

Key Tasks:

(a) Continuous Improvement Plan: Present a clear and impactful Continuous Improvement Plan (CIP) that accurately identifies a problem, details our solution, and presents measurable progress.

(b) Service-Learning Project: Effectively demonstrate the positive impact of our service-learning project on the community, highlighting cadet initiative and execution.

(c) In-Ranks, Drill and Color Guard: Execute all drill and ceremonies with precision, confidence, and professionalism, showcasing our dedication to military courtesies and procedures.

(d) Cadet Interviews: Cadets present their achievements and growth in JROTC via a discussion on select JROTC Core Lessons (see Appendix B-3, USACC REG 145-8-3).

b. Concept of Operation. A representative from 6th Brigade, US Army Cadet Command will lead the assessment team with assistance from local military recruiters. The team will arrive in the morning, be greeted by the Cadet leadership, and move to the JROTC portables for both the Continuous Improvement Project and Service-Learning Project briefings. Cadets participating in the briefings will be excused from academic classes and report directly to portable 1205 before first period. All Cadets not in the briefings will report to the track field immediately following the end of first period for the battalion in-ranks inspection. These students will be excused from their second and third period classes for the inspection. After the briefings and in-ranks inspection are complete, select Cadets will participate in interviews. After the interviews, select Cadets will participate in the Drill and Color Guard evaluations. The JPA will conclude with an out brief from the assessment team. See Annex A – JPA Agenda/Itinerary.

c. Schedule. See Annex A – JPA Agenda/Itinerary for current schedule. JPA begins with the arrival of the assessment team between 0730-0745 and concludes with the outbrief at 1400.

d. Tasks to Subordinate Units.

(1) C/BC.

(a) Overall responsible for the Hurricane Battalion JPA.

(b) Greet the lead representative from 6th Brigade and escort to JROTC.

(c) Work with the Battalion Staff to coordinate the JPA briefings. Oversee the presentations and serve as the primary briefer.

(d) Set the example for the battalion in terms of appearance, attitude, conduct, and performance. You are the senior cadet leader, and your bearing reflects on the entire program.

(e) Develop a plan to address any deficiencies from the JPA.

(2) C/XO.

(a) Primary staff officer for the JPA. Lead all JPA planning efforts in accordance with the commander's guidance. Refer to USACC Regulation 145-8-3.

(b) Serve as the second-in-command to assume command in the commander's absence.

(c) Supervise the staff, ensuring staff actions meet deadlines. Establish planning milestone, rehearsals, etc.

(f) Provide direct oversight of the Cadets selected for the Cadet interviews; ensure Cadets are prepared and Cadets rehearse prior to the JPA. Refer to Appendix B-3 and Table B-3-1 in USACC Regulation 145-8-3 for Cadet Portfolio and Interview Guide.

(3) C/CSM.

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(a) Overall responsible for the JPA in-ranks inspection. Refer to Appendix B-5 (In-Ranks) in USACC Regulation 145-8-3.

(b) Advise the battalion commander on Cadet morale, discipline, and training. Oversee personnel matters, formations, drill and ceremony, color guards, and cadet appearance and facility maintenance.

(c) Set the example for the battalion in terms of appearance, attitude, conduct, and performance. You are the senior NCO, and your bearing reflects on the entire program.

(4) C/OPS SGM.

(a) Assist the C/S3 in the planning and execution of the JPA.

(b) Assist the C/CSM as required. Focus on training, discipline, and the professional development of the Non-Commissioned Officer (NCO) support channel.

(c) Ensure that all enlisted Cadets are prepared for the inspection.

(5) Company Leadership.

(a) Ensure the company maintains high standards of performance, appearance, and discipline. Your duties involve rigorous preparation and leading by example for the inspection.

(b) Prepare Cadets for the in-ranks inspection (uniforms, knowledge, etc.).

(c) Coordinate with the C/S1 to verify Cadets unable/not available to participate.

(d) Nominate one Cadet from each LET level for the Cadet interviews.

(e) Nominate one Cadet from each LET level to serve as the Service-Learning representative.

(6) CIP Officer.

(a) Overall responsible to plan the battalion's Continuous Improvement Project (CIP). Follow the Plan, Do/Act, Evaluate model.

(b) Plan:

a. Collaborate with instructors and Cadet leadership to identify areas needing improvement and set SMART goals for the battalion.

b. Develop a detailed plan to address the identified issues, outlining steps, resources, and responsibilities.

(c) Implement the Plan (Do/Act):

a. Oversee and manage the execution of the improvement plan, ensuring all steps are followed.

b. Coordinate with staff and cadets to gather necessary resources and assign tasks effectively.

c. Conduct regular In-Progress Reviews (IPRs) to monitor progress and make necessary adjustments.

(d) Evaluate the results (Evaluate):

a. Facilitate After Action Reviews (AARs) to assess the effectiveness of the implemented plan, identifying successes and areas for further improvement.

b. Analyze data, reports, and feedback to measure the impact of the improvement efforts on program outcomes and cadet development.

(e) JPA Briefing & Reporting:

a. Prepare and present the CIP to brigade personnel, providing an overview of the problem, plan, implementation, and evaluation findings. Refer to Appendix B-1 (Battalion Staff Continuous Improvement Project Presentation), Appendix C-1 (Battalion Staff Continuous Improvement Project Presentation Checklist), and Table B-1-1 (Continuous Improvement Rubric) in USACC Regulation 145-8-3.

b. Incorporate the results and impact statements into the year-end JPA briefing to demonstrate progress and adherence to accreditation standards.

c. Foster a Culture of Improvement:

i. Encourage active participation from all staff and cadets in the continuous improvement process.

ii. Mentor and guide junior cadets on how to conduct continuous improvement projects and contribute to overall program enhancement.

(f) Data Collection and Analysis:

a. Gather trend data on student learning, instruction, program effectiveness, and supporting conditions.

b. Use data to design, implement, and evaluate continuous improvement plans, ensuring they are data-driven.

(7) Service-Learning Officer.

(a) Overall responsible for the battalion's Service-Learning Project (SLP).

(b) Before the project

a. Select a project: With instructor guidance, facilitate a discussion among cadets to identify community needs and select a service-learning project that is meaningful, achievable, and connects to the JROTC curriculum.

b. Establish a plan: Draft a detailed plan outlining objectives, resources, a timeline, and roles for each cadet or team. This plan should include training and orientation for participants.

c. Secure approval and resources: Present the project plan to the battalion staff and instructors for approval. Work with instructors to secure any necessary resources, permissions, or community partnerships.

(c) During the project:

a. Assign and coordinate roles: Delegate tasks and supervise the work of cadet teams assigned to project roles, such as facilitator, recorder, reporter, timekeeper, and debriefer.

b. Document the process: Ensure that all aspects of the project are thoroughly documented. This includes meeting minutes, sign-in sheets, photos, and records of progress.

c. Motivate participants: Encourage team members and lead by example to ensure the project remains on track and that cadets are engaged and motivated.

(d) After the project: Lead structured reflection: Conduct a debriefing session, which is a critical component of service learning. Encourage cadets to reflect on the experience and their personal growth. Key questions include:

a. What did you learn?

b. What impact did the project have on the community and yourself?

c. What challenges did you overcome?

(e) Prepare the JPA presentation:

a. Gather all documentation, including the project plan, photos, and reflection summaries, to create a comprehensive and compelling presentation for the JPA inspectors. Refer to Appendix B-2 (Service-Learning Project Presentation), Appendix C-2 (Service-Learning Project Presentation Checklist), and Table B-2-1 (Service-Learning Rubric) in USACC Regulation 145-8-3.

b. Coordinate with the companies and service-learning representatives to prepare the SLP briefing for the JPA.

c. Address inspector questions: Be prepared to brief the JPA team and answer questions about the service-learning project, demonstrating the learning and growth that resulted from the experience.

(f) Coordinate and facilitate a final SL AAR before the academic year ends.

(8) C/S1.

(a) Prepare, maintain, and update Cadet records and files using both physical and JUMS (Junior Unit Management System). Ensure accurate record-keeping in JUMS for verification during the JPA.

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(b) Maintains unit strength reports and rosters, ensuring an accurate headcount and status of all cadets. Monitor company rosters and status to participate in the JPA.

(9) C/S2.

(a) Develop JPA risk assessment.

(b) Monitor weather during execution to keep the commander informed.

(10) C/S3.

(a) Prepare the JPA MOI, ensuring all events are rehearsed, and resources are allocated to support the preparation for accreditation.

(b) Monitor progress of the battalion's Service-Learning and Continuous Improvement Projects throughout the year.

(c) Overall responsible for ensuring data is accurately maintained in JUMS.

(d) Coordinate with local recruiters to assist with the in-ranks inspection.

(e) Complete final JPA AAR NLT 7 MAR 25.

(11) C/S4.

(a) Maintain meticulous records for all U.S. Government property issued to Cadets.

(b) Manage the JROTC Clothing and Equipment Record for each Cadet, ensuring they have the correct uniform items.

(c) Conduct regular, periodic inventories of all on-hand supplies and equipment.

(d) Keep the supply room neat, organized, and orderly at all times.

(e) Ensure all required equipment is available and serviceable.

(f) Plan water stations for the in-ranks inspection.

(12) C/S5.

(a) Take photos/video; designate Cadets to take photos in each period throughout the year and for all CIP and SLP events.

(b) Promote JPA and studying.

(c) Coordinate with the C/S6 to ensure the battalion website is current and accurate.

(d) Ensure CIP and SLP information is reflected in the battalion newsletter.

(e) Ensure all JROTC-related flyers posted around the area are updated with current JPA information.

(13) C/S6.

(a) Continue battalion website update/design improvements as directed.

(b) Ensure current CIP and SLP information is posted on the battalion website.

(c) Ensure all audio/visual, computers, etc. are prepared for the CIP and Service-learning briefings.

(14) Drill Team Commander.

(a) Designate teams and leadership for Color Guard and Drill execution.

(b) Ensure Color Guard and Drill team are rehearsed and prepared for the JPA. Refer to Appendix B-4 (Cadet Drill), Table B-4-1 (Cadet Drill Criteria), Appendix B-6 (Color Guard), and Table B-6-1 (Color Guard Criteria) in USACC Regulation 145-8-3.

e. Coordinating Instructions.

(1) Uniform.

(a) CIP and SLP briefings – Class A.

(b) In-ranks inspection – Class B.

(c) Color Guard – Class A with beret.

(d) Drill – Class B with beret.

(2) All battalion staff provide support to the CIP as required. Update and present CIP slides during the JPA.

(3) SLP representatives update and present SLP slides during the JPA.

4. Supply and Logistics.

(1) Meals. No full meals are provided. Light refreshments will be provided in the JROTC portable during the CIP and SLP briefings.

(2) Water. Water will be available for the in-ranks inspection.

(3) Equipment/Facilities. The JROTC portable will be set-up for the JPA briefing after the completion of classes on Tuesday, 24 FEB 26. Cadet leadership coordinates with the C/S4 for additional supplies as required.

(4) Transportation. N/A.

(5) Safety. JROTC Instructors will monitor training. Injured Cadets will be evaluated by the school Nurse and evacuated as dictated by the urgency of the situation.

ACKNOWLEDGE:

SOSA
C/LTC

MCCORMICK
C/S3

ANNEXES:

Annex A – JPA Agenda/Itinerary

Annex B – JPA Study Guide

Annex C – Cadet Interview Guide (USACC Reg 145-8-3, App. B-3)