

Annual Fall Report 2013-14 DEADLINE: December 6, 2013



FACS webpage: <http://ace.arkansas.gov/cte/programAreas/FACS/Pages/default.aspx>

FCCLA District # Teacher Name:
Years of Experience: FCCLA Adviser: FACS Teacher: Total Teaching:
School District Campus:
Do you have an FACS website? Address:
Have you checked the status of your program in TIS? Yes No

FACS Department

1. Please list the following enrollment data for your classes: Total number of students:
(Count just the FALL SEMESTER and just YOUR classes, additional teachers will report their own enrollment)

Females: #Males: # Special Needs:
African-American: # Caucasian: # Hispanic: # Other:

2. Do you currently have up to date completer records in your department that include past, present, and possible future completer data? Yes No

****This tracking form is found on the FACS webpage. Refer to link at the top of this page.**

Does your school recognize completers at an awards ceremony or graduation?

If "YES", how are they recognized?

**** Completer records are a requirement for the FACS Department. These records should begin with the youngest grade level enrolled in your department and continue through graduation. These records must be kept on file in your department as proof of completers and submitted to the FACS State Office upon request.**

3. Please enter the number of your students receiving the following certifications in 12-13? (last year)
Arkansas Child Care Certification Aide Assistant Teacher

ProStart

W!se

ServSafe

Are you a registered ServSafe Trainer?

Pre-PAC (list areas, be specific)

Food Handler

Other:

4. Have you filled out Testing Documentation forms for each of your classes that are being tested 13-14?
Yes No

****For classes being tested you MUST fill out the Testing Documentation Form. This form must be kept on file in your department as proof of testing and submitted to the FACS State office upon request.**

****NOTE** This form is available on the Testing Webpage.**

5. Does your program of study require an Advisory Committee? Yes No

If you have a committee:

Is it just for your department or is it a school-wide Joint Council?

How often did it meet last school year?

What are the tentative dates for meetings this year? (Minimum of 2 meetings per school year)

1. 2. 3. 4.

Do you have minutes from the meetings this year?

****Minutes for each meeting must be kept on file in your department for 5 years as proof of an advisory committee.**

Current year's minutes must be submitted with the Spring 2014 Report.

6. Do you currently have an up to date Equipment Inventory Checklist for your department? Yes No

****Department inventory is a requirement for FACS departments. This checklist is available on the FACS webpage. (address at top of page one) An inventory list MUST be kept on file in your department as proof of equipment and submitted to the FACS State Office upon request.**

7. During the 2012-13 school year, were there any major additions or renovations to your department? (equipment, remodeling, renovation, construction, new department, etc.) If so briefly describe and tell the funding source if known. (Local Funds, State Funds, Outside Grants, Donations, Perkins, Stimulus Funds, etc). (Box will expand as you type.)

<h2>FCCLA</h2>

8. Have you completed the State and National Affiliation process this school year? Yes No

9. Please check the State and National Programs your chapter plans to participate in this school year:

National Programs:

Career Connection
Power of One
Financial Fitness
Student Body

Leadership Service in Action
Families First
STOP the Violence
Japanese Exchange
FACTS

Arkansas State Projects:

Puzzle This Arkansas FCCLA
Gold Star Chapter

National Outreach Project:

Share Our Strength
Educational Component:
March of Dimes
Autism Speaks
Other

10. Please check which of the following activities your chapter plans to participate in this school year:

- Planning and Election
- District Fall Meeting
- District STAR Events
- District Spring Meeting
- State Convention
- National Leadership Meeting

- National Cluster Meeting:
 - Spokane, WA
 - Charlotte, NC
 - Omaha, NE
- Competitive Events:
 - Knowledge Bowl
 - Skill Demonstration
 - Online STAR Events

11. Briefly outline the Plan of Work for your FCCLA chapter this school year: (Local meetings held, community service projects, recognition of members, chapter activities, trips and events, etc. Boxes will expand up to 500 characters)

August:

September:

October:

November:

December:

January:

February:

March:

April:

May:

June:

July:

**If you have publicity for your FCCLA chapter or for your FACS department, please submit them to the FACS State Office. You may e-mail or paper mail any copies you wish to share.

Professionalism

12. In which professional organizations do you currently hold membership?

- ACTE
- AATFACS
- Others:
- AAFCS
- FCSEA

13. Please list any awards or recognitions you or your department has received during the 2012-13 school year.

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14. Please provide any comments or details you feel would help the State Office service your program better.

****REMINDER: Print and place in your FACS notebook:**

Please visit the AR FACS Webpage to print the following:

~Operational Guide

~Arkansas FCCLA District Policies

Please visit the National FCCLA Webpage to print the following:

~FCCLA By-Laws

~FCCLA Competitive Events Manual

Final Steps:

1. DATE Completed: **Submission of annual reports is now noted in TIS comments.
2. SAVE: To save this document to your computer, you will have to rename it and save it as a new document.
3. FILE: Please print one copy of the completed report to keep on file for documentation and review.
4. SUBMIT: Please return one ELECTRONIC copy of the completed report as an e-mail attachment to the FACS State Office. Include any attachments such as photos or news clippings.

Please submit to:
Jennifer Snyder, FACS Secretary
jennifer.snyder@arkansas.gov