

State Executive and Advisory Council Meeting
September 27, 2011
Kansas FCCLA

✚ Meeting was called to order by president Dalton Noakes at 6:30 p.m. He welcomed everyone to the first SEAC meeting of the year.

Approval of the Agenda:

Dalton called for an approval of the agenda. Agenda was approved.

Reading of the Minutes:

First Vice President Raimie Platt read the minutes from November SEAC and from January State Board of Directors minutes. Ryan made a motion to approve the minutes. Seconded. The minutes were approved.

Roll Call:

Roll call was taken by Raimie Platt. There were 18 voting members present, there was a quorum.

Team Builder:

Vice President of Public Relations Ryan Haxton led a team builder for the group to do. We built a tower of leadership.

Scholarships:

Raimie Platt read the “thank yous” from the scholarship recipients.

SEAC Responsibilities:

Charlotte Smith read through the SEAC responsibilities for the year. She made sure that each SEAC member understood their duties.

State Leadership Conference:

Raimie Platt read through the goals for the 2012 State Leadership Conference that the State Officers had decided. Jordan Deters then went on to explain what the theme for SLC. The theme for this year is a “family show” centered theme. Morgan then explained that the format for the conference would still be the Monday/Tuesday format. Jenny Koops shared with everyone who the keynote speaker would be for the conference. Dalton lastly explained to everyone how committee’s would work for that evening.

BROKE INTO COMMITTEE’S

Meeting Adjourned.

Respectfully Submitted,

Raimie Platt

Advisors SEAC Meeting
September 28, 2011

The meeting was called to order by chairperson, Patsy Fort. Minutes from the December 1, 2010 meeting were read and approved with corrections.

Dawn Lindsley, KS FCCLA Educational Foundation Director explained the need to have a non-voting member from an FCCLA Board (either SEAC or State Board) as a member of the Foundation Board as well. Advisers discussed the importance of continuity and making sure that advisers are well-represented. Lynette Yevak moved that we elect an Assistant District Adviser to commit to a two-year term on the Foundation which will be re-elected every two years. Deb Noakes seconded. Motion Carried. Peggy Klieber was selected to serve in this role.

Dawn also stressed to let her know about any issues that we have with Nationals as she is on the National FCCLA Board of Directors.

Kacey Preston gave the Alumni and Associates Report along with the KATFACS Report and emphasized how important it is to stay active and help those new to FACS or FCCLA. She also encouraged advisers to use the KATFACS Website stating that it is very current and user-friendly.

Brenda Dooley gave the KAFCS Report and shared that KAFCS now has a Facebook page. She encouraged advisers to check the KAFCS website to see the awards that will be given at UAC. Gayla Randel is the president of KAFCS this year. **The organization's goals for this year include: provide professional development, market FCS, provide sound and fiscally responsible leadership and enhance communication.** Gayla also shared that AAFCS membership has been opened for those who do not have a professional degree. They do not have voting privileges. **This new level of membership is for the "Associate Member".**

It was stated that at the November SEAC meeting, we will need to select an adviser to receive the "Spirit of Advising" award for Kansas. Juanelle Garretson said that there is data missing from the national website so we don't

know who has received this honor before. Gina Bergin will compile a list of Kansas winners for the November meeting. SEAC Reps were asked to share this information with their districts and e-mail Gina with the names of recipients from their districts along with what year they received their award. Advisers were also reminded that there are forms online to nominate District Chapter Adviser of the Year and State Chapter Adviser of the Year as well as report forms for Active Chapter and Spotlight Chapter.

Information was shared in regards to the following:

- Room consultants for STAR Events (2 needed from each district)
- Finding dates for 2012 FLC; it was encouraged that districts try to have theirs on different dates to help out the state officers and peer education members
- Cluster—chapters are encouraged to share transportation and lodging
- The taxes will be sent out of the state office in October
- The updated procedure manual is on the website
- Reminder that no denim of any kind/color will be allowed at SLC this year. Help enforce this by enforcing it at FLC.
- Talking points for FLC including reasons for dues increase and district officer uniforms. Gina Bergin, Deb Noakes, and the State Officers will compile a list of talking points, which Patsy will e-mail out to the SEAC reps. Recommendation from SEAC regarding district officer uniforms is black skirts or pants and a white oxford shirt.

In other business, Sarah Short pointed out the need to recognize Charlotte at SLC for her work as the State Adviser. The recognition committee, led by Jordan Dieters, will take this on.

Lynette Yevak moved to adjourn, Gina Bergin second. Meeting Adjourned.

Respectfully submitted,

Gina Bergin
SEAC Adviser Council Secretary

Advisers SEAC Meeting November 30, 2011

The adviser meeting of the State Executive and Advisory councils was called to order by chairperson, Patsy Fort.

Minutes from previous meeting were read and approved.

Gayla Randel shared with us that the FCCLA Fast sheet has been shared nationally and that we now need to come up with one for FACS. Shirley Voran, Lynette Yevac, Emily Bray, Lisa Zobortsky, Kathy Blair, Linda Zigler, Jennifer Whitley, Tammy Biswell and Sarah Short volunteered to help Gayla come up with ideas for this project. Gayla requested that this be completed within one week and e-mailed to her.

The next item of business was to elect the chair and secretary for the 2012-2013 term. Patsy reviewed the responsibilities of the position and Madeline Gurney was elected as chair, with Jaclynn Smith serving as secretary.

There was no Alumni & Associates Report.

Kacey Preston gave the KATFACS Report and shared that KACTE Day at the Capitol would be February 13th and that details could be found on the website. She also shared that the United Associations Conference was coming up in March and that registration would be available on the KATFACS website by the end of December. The February CTE Conference will be held Feb 7-8 and more information can be found by emailing Joe Ryan at jryan@smokyhill.org. The ACTE Conference will be held April 11-14 in Jackson, WY.

Dawn Lindsley is attending the National FCCLA Board meeting in February. We would like her to bring up the following items:

- Disappointment of Adviser-to-Adviser workshop
- STAR Events are too long & complicated
- Fairness of weighting on the points such as the skills-based item
- Clarification of STAR Events vs. Skills Demonstration vs. online events.
- Ability to see star events
- Can we strive to simplify instead of adding more every year—They are making it too hard for advisers (especially new advisers) and for students
- Affiliation issues.

NATFCS—no applications from Kansas; Janet Ridley is on the scholarship committee and would like to see Kansas applicants

There was no KAFCS Report.

There was no State Board report.

Spirit of Advising nominations and voting took place. Lisa Zaboirtsy is the Kansas recipient of Spirit of Advising.

All SEAC Advisers were asked to turn in their helpers for District STAR Events and SEAC Representatives Report Sheet.

There will be a meeting for current assistant district advisers on June 6th to plan with the new state officers for what will be done during the state meetings at nationals.

A report of taxes will be given to state board in January. A dues increase was discussed and it was the concensus of the group that a gradual increase would be more accepted than a \$3 jump. The question was raised as to whether or not the dues increase has been voted on at SEAC. It cannot go to the voters without being passed at SEAC.

Beth Ireland mentioned that we still need to make sure to recognize advisers who did not receive Spirit of Advising in other ways.

The meeting was dismissed.

Respectfully Submitted,

Gina Bergin

SEAC Adviser Secretary

State Executive and Advisory Council Meeting Minutes

November 30, 2011

Crosswind Conference Center |

Kansas FCCLA State President Dalton Noakes welcomed everyone back to the meeting

1. Team Builder (Jordan Deters)

2. Reports from Committees (State Officers)

- Dalton- Medals, new state officers, evaluations, dance
- Raimie- Duties, voting delegates, track session
- Jordan D- Awards, statewide awards, scholarships
- Ryan- Special guest for SLC, getting in contact with Mrs. Nolte from RMH
- Morgan- Decorations, agenda for banquet, RMH new form for donating
- Jordan I- Welcome table, media, special guests
- Jenny- STAR Events, recognition session

3. State Advisor Report (Charlotte Smith)

Went over the following points:

- Robin Utz (Harris) is leaving KSDE and is now working in Washington overseeing CTSO's and OVAE.
- Attended six fall leadership conferences
- Scholarships due April 1st—Nationals
- Japanese Exchange
- Cluster Meetings
- Capitol Leadership
- National award applications
- Kansas recognition- March 1st
- Advisor academy
- Questions for knowledge bowl
- Culinary Arts (held on February 29th)
- Affiliation

4. Advisory Council Reports

District A

FLC Speaker- R5

Format- 3 rotating workshops (college students)

Elections – Jan. 25th

STAR Events- Feb. 1st (Oakley or Goodland)

District B

FLC Speaker- Sheltered Reality

Format- Breakout session (state officers and peer education)

Elections – Hoisington Jan. 25th

STAR Events- Feb. 8th

District C

FLC Speaker- Kyle Sheele

Format- Community Service project

Elections – Republic County (1st or 2nd)

STAR Events- first Wednesday in Feb.

District D

FLC Speaker- Sheltered Reality

Format- breakout sessions, community service project

Elections- Feb. 8th (Wabaunsee)

STAR Events- Feb. 15th

District EE

FLC Speaker- Kevin Horner

Format- breakout sessions

Elections – Feb 2nd

STAR Events- Feb 2nd

District EW

FLC Speaker- Sheltered Reality

Format- breakout sessions

Elections – Feb. 1st

STAR Events- Feb. 8th

District F

FLC Speaker- R5 Productions

Format- breakout sessions, zumba, flag contests

Elections – Jan. 25th

STAR Events- Feb. 8th

District G

FLC Speaker- Roger Cooper

Format- breakout sessions, Jennifer Nolte

Elections – Feb. 1st (Marion)

STAR Events- “ ”

District H

FLC Speaker- Patty Laroach and Brian Wilert

Format- No breakout sessions, flag contest

Elections – Feb. 1st (Yates Center)

STAR Events- Feb 1st

District I

FLC Speaker- Dean Hall

Format- breakout sessions

Elections – Jan. 27th

STAR Events- Jan. 27th

District JE

FLC Speaker- Sheltered Reality

Format- RMH, Japanese Exchange

Elections – Feb. 1st

STAR Events-

District JW

FLC Speaker- R5 Productions

Format- breakout sessions

Elections- Feb. 8th

STAR Events- Feb. 8th

Foundation Report (Gayla Randal)

- Dawn was not in attendance, Gayla shared with the group what she does know.

- Three new members
- Money for foundation (each member give 2 dollars)

Old Business (Dalton Noakes)

- Corporate Partners Booth for Committee: Marriot can set up booths, but would take away space. Hyatt (460 dollars for the day) Marriot (450 dollars) EXTRA COSTS!!!
 - ✚ Motion: Jenny Koops moved that the incoming VP of corporate relations keeps a running poll of finances and decides to have booths or not at the 2013 SLC. (Seconded by Jordan Ivey)
 - ✚ Deborah Noakes amended the motion to explore corporate relations booth for having a running poll of finances and having a committee set to do this for 2012-2013 year. (seconded) (passed)
Committee: Madeline Gerney, Juanelle Garretson, Deb Noakes, Jordan Ivey, Sarah Short
Chair: Madeline Gerney Report Back: Briefcase exchange (March 14th)
- District Officer Uniforms
 - ✚ Bobbie moved to make the district uniforms be a white short sleeved oxford with the FCCLA emblem in the left corner in red with black bottoms from DMD designs. (seconded) (failed)
 - ✚ Deborah moved to have a district officer uniform that is required for all officers (passed)

Motion was moved to postpone this item of business to the last item of business on the agenda (seconded) (passed)

New Business

Procedural Manual Change accepted

Take AIM Format

Looking for suggestions about the format and facilitators--

The following points/comments were suggested:

- change facilitators: complaints have been that Rhett goes farther from basic FCCLA knowledge instead does leadership.
- What to do with the District Officers?
- Sleeping situations—students did not follow the rules
- State officers and Peer Ed should have been used more
- District Officer Training- good information

- Peer Ed was not utilize like they should have been
- Not up to date on fcla info
- Not getting much out of it
- Maybe too many activities
- Get them up to date on the info/ not the leaders
- UTILIZE** state officers and peer Ed
- Numbers are fine
- State officers work with new members
- The higher leadership roles need to have a workshop
- Having another breakout session for other chapter members that have been there before
- Post secondary for trainers
- LTT trainers?

Lunch break at 12:00 p.m.

✚ Jordan Ivey moved to have Emily Bray as a new voting member.
(Seconded) (Passed)

Consequences for SEAC reps not attending SEAC meetings

Charlotte stated that: If school does not pick up expenses then the FCCLA districts should.

- ✚ Mrs. Dean moved that the district officer's uniforms be black oxfords shirt ordered from nationals with a red embroidered FCCLA emblem in the left corner with black bottoms, with skirt and pant choice being up to the districts.
- ✚ Jordan Ivey amended the motion by adding "will be in effect for the 2012-2013 officers" at the end of the motion
(Passed)
- ✚ Gina moved that the district officers uniforms become in effect for the new upcoming officers and carry on years to come (seconded) (passed)

State Advisory Council Meeting and State Executive Council Meetings

Evaluations

Adjournment

State Executive and Advisory Council Meeting Minutes

November 29, 2011

Crosswind Conference Center | 6:30 – 9:30pm

Kansas FCCLA State President Dalton Noakes welcomed everyone to the meeting, and called the meeting to order.

Approval of Agenda-

Changes to the agenda were made as followed:

- ✚ Jenny moved to have Brenda speak about KFACS—Seconded (Ryan)
Motion: Passed
- ✚ Jordan Ivey moved to accept the agenda with all changes made.
Motion: Passed

State Board Meeting minutes and September SEAC meeting minutes were read by Kansas FCCLA First Vice President Raimie Platt.

Dalton Noakes asked for the approval of the minutes:

Suggestions made-

- Add last names to the first names
- To spell out s/o (strike out)

Minutes were adopted

Roll Call- Raimie Platt

32/34 member's present- quorum

Financial/COD Report (Charlotte Smith)

Charlotte went over the following points:

- Corporate Sponsors
- Scholarships
- Capitol Leadership
- Staff
- Cluster
- State Officers

- Take Aim
- NLC
- SEAC
- Mileage
- Other
 - Charlotte is going to hire an auditor, most likely from Skills USA

State Officer Reports

- ❖ Capitol Leadership (Ryan Haxton)
- ❖ Cluster (Jenny Koops)
- ❖ Recognition (Jordan Deters)
- ❖ State Outreach Project (Morgan S.)
- ❖ STAR Events (Jenny Koops)
- ❖ Corporate Relations (Jordan Ivey)
- ❖ Public Relations (Ryan Haxton)
- ❖ State Board (Dalton Noakes)

District Policies and Procedures Report (Patsy Fort)

- ✓ Went through changes that were made by district presidents
 - ✚ Mrs. Yevak moved to accept changes (seconded) (passed)
 - ✚ Jordan Ivey moved that it come in effect after state board and will effect new officers (seconded) (passed)

KFACS (Brenda Dooley)

State Leadership Conference Committee Report (Dalton Noakes)

Adjournment (Dalton Noakes)

State Executive and Advisory Council Meeting
September 28, 2011
Kansas FCCLA

Meeting was called to order by Kansas FCCLA president Dalton Noakes at 9:10 a.m. All SEAC members were present for the meeting.

Reports from Committee's: State Officers

Ryan (Vice President of Public Relations) reported on public relations: He discussed with SEAC what his committee had got completed the night before in his committee meeting. He said that his committee focused heavily on getting some kind of news to the State Leadership Conference. He said that they are going to start making contacts to local Wichita channels and radio stations.

Morgan (Vice President of Peer Education) reported on peer education: Morgan discussed what her committee decided the night before. She said that they would like to have a competition between districts for collecting pop tabs for the Ronald McDonald House. Her committee would also like to have a family come and talk on behalf of the Ronald McDonald House of how they were touched by the organization. She also concluded with what her committee is planning on doing for the State Officer Banquet. As of now, they are not sharing those details.

Raimie (First Vice President) reported on official business. Raimie discussed what her committee had decided the night before. They decided that there will be a more informational voting delegate's session, that way there will be no confusion on what will be voted on. They also will have visible signs for the voting delegates to locate where their session is. The last thing she discussed was the "no denim" rule. The committee will be putting signs around the conference stating this rule.

Dalton Noakes (President) reported on conference coordination: Dalton discussed what his committee had decided on the night before. His committee had delegated tasks to oversee the script items. They also decided to go back to using surveymonkey.com for evaluations this year. The committee ended with, that they will be using the same DJ for the dance this year.

Jordan Deters (Vice President of Membership and Recognition) reported on membership/recognition: Her committee decided on what days to pass out awards. For cost reasons, if we are unable to give a gift the recipient will be receiving an award or certificate. Her committee members will be in charge of making sure that all recipients are lined up to receive their awards.

Jordan Ivey (Vice President of Corporate Relations/Finance) reported on corporate relations and finance: She discussed on how her committee would set up the welcome table for state conference. Her committee is in charge of thank you letters, and will send out an excel sheet to everyone. Lastly, corporate sponsors will be recognized at state.

Jenny Koops (Vice President of Individual Programs) reported on STAR Events: She discussed that her committee would recognize knowledge bowl teams, also the new skills competition. The committee has already delegated tasks for STAR Event recognition. They will also have a special needs accommodation box on the registration for advisors to fill out. This year, if you would like a certificate you can print them off of the state website for your students.

State Officer Reports: Each State Officer reported over their reports-

- ❖ Membership (**Jordan Deters**)
- ❖ Community Service (**Morgan Schremmer**)
- ❖ STAR Events (**Jenny Koops**)—update from national SE
- ❖ Recognition (**Jordan Deters**)
- ❖ Capitol Leadership (**Dalton Noakes**)
- ❖ Public Relations (**Ryan Haxton**)
- ❖ State Officer Workshops (**Raimie**)
- ❖ Corporate Sponsors (**Jordan Ivey**)

State Advisor Report (Charlotte Smith)

Charlotte reported that RanDee Platt will once again be the SLC coordinator this year with Megan Sauber has her assistant. This year for NLC SEAC will need a new chairperson and secretary to go to Orlando, Florida for Kansas FCCLA. She reported that the Take Aim Conference was successful, she had gotten great feedback. Peer Education will be holding first training in May. There is an updated Japanese Exchange application, which all advisors should take a look at. She asked that everyone joined alumni and associates, because without their help we couldn't do it. Lastly she finished with explaining the new affiliation process, and that everyone needs to make sure that they get there's done for their chapters.

2010-2011 Financial Report (Charlotte Smith)

Charlotte went through the financial report with SEAC, explaining what each expense was for. She discussed why she had to cash in a CD. She said that we absolutely had to cash in the CD or we would not be in good condition.

Report from Audit Committee (Debra Noakes)

Mrs. Debra Noakes went over her audit committee. The purpose of her committee is to check for any mistakes from the budget. She went over the mistakes she found and the reason they were found mistakes.

New Business (Dalton Noakes)

- ✓ **Representative on Kansas FCCLA Foundation?**

We discussed having a representative on the Foundation. After a good amount of discussion a motion was made.

✚ **Motioned was made by Barbara Janasek to have a member of state executive council (Corporate Relations and Finance) serve as a nonvoting member for the foundation (Ryan seconded) Motion was adopted.**

✓ **Honorarium for Erin Petersilie and increase for Aaron Duell?**

Jenny discussed the reasoning behind giving Erin Petersilie an honorarium. She said that because she is no longer an advisor, she is doing this voluntarily. We discussed the work she puts into the job she does and the amount of time it takes.

✚ **Motioned was made by Raimie Platt that for the 2012 SLC we have an honorarium for Erin in the amount of 500 dollars. (Seconded by Ryan Haxton) Motion adopted.**

Our next discussion was over the increase honorarium for Aaron Duell. We had increased his payment last year. A lot of people's worries were that he would want an increase every year. Another worry was that if we didn't give him an increase we would lose him. We also discussed keeping the same pay but cutting his duties, so that he wouldn't want more pay.

✚ **Raimie made a motion for recess, to go to lunch. Motion was adopted.**

(Meeting was called back to order at 12:45 p.m.)

We continued discussion over increasing Mr. Duell's pay.

✚ **Raimie made a motion that we have an honorarium for Aaron Duell of 1200 dollars. Seconded by Jenny Koops. Motion passed.**

✓ **Booths from corporate partners at SLC?**

The next item of business was to having a booth session for corporate sponsors. After a good amount of discussion of details that still needed figured out a motion was made.

✚ **It has been moved and 2nd by Raimie Platt, to refer this item of business to a committee of 3 appointed by the chair, and report back at the next SEAC meeting Seconded by Jenny and Ryan. Motion passed.**

Committee of three: Jordan Ivey (Chair) and Margo and Barbra has committee members.

✓ **Approval to hire an auditor for this past year?**

It was discussed on having 4,000 dollars next year for a possible new advisor

- ✚ **Jordan Ivey moved to hire an auditor for the past fiscal year. Seconded (Ryan). Motion passed.**

✓ **Procedural manual changes?**

- **Problem with Current Policy: There is no statement found in the procedural manual stating that all students must be accompanied by an advisor/adult at every event.**
 - Proposed policy: Add item 12 which states: all students must be accompanied by an advisor/adult over the age of 21 that will be responsible for them of each event for Kansas FCCLA
 - ✚ Motion made: It was moved to accept new change
Seconded by: Ryan Vote: Adopted
 - **Problem with Current Policy: Nothing is stated in the procedural manual.**
 - Proposed policy: All district officers must be a member of an assigned district. Active is interpreted as having a FACS teacher be the FCCLA adviser and national, state and district dues have been paid.
 - ✚ Motion made: Gina Bergen moved to accept Procedure Manual change number 2
Seconded: Ryan Haxton
Amended: To insert FCCLA between assigned and district and add currently employed before FACS teacher
Seconded: Ryan
Vote: Adopted
 - **Problem with Current Policy: Policy states the state advisor shall register all Kansas participants, however due to varying arrival of delegates and increased registration times; it seems a better directive for local chapters to register themselves once at the conference.**
 - Proposed policy: E. The state advisor will register all Kansas attendees to ensure all are registered by the conference deadline; however it will be the responsibility of the chapter advisor, or assigned sponsor to actually pick up individual registration packets at National Leadership Conference.
 - ✚ Motion made: Patsy Ford moved to accept policy change.
Seconded: Jordan Ivey
Motion Amended
- Motion now reads: It will be the responsibility of the chapter advisor, or assigned sponsor to register online and to actually pick up individual registration packets at National Leadership Conference.

- **Problem with Current Policy: The state advisor has been responsible for overseeing check in at the NLC lodging location. This creates problems with early arrivals and those who cannot arrive at the lodging location during identified check in times.**
- Proposed policy: D. The state advisor will make National Leadership Conference sleeping room and duty assignments as well as arrange for the official lodging reservations, however it will be the responsibility of the chapter advisor, or assigned chapter sponsor to actually check in all delegates associated with their school group.
 - ✚ Morgan made a motion to accept the change
 - Seconded by: Gina Bergin

Fall Leadership Conference:

Raimie gave her report on Fall Leadership Conference and Ryan showed the NLC in review.

State Executive Council and State Advisory Council separated into separate meetings.

Meeting Adjourned.

Respectfully Submitted,

Raimie Platt
Kansas FCCLA
First Vice President