

## Advisory Committee Meeting Sample Minutes

Anytown High School FACS Department  
Advisory Committee Meeting Minutes  
Anytown School Boardroom  
October 5, 2017 – 4:30pm

**Members Present:** Susan Chen, Instructor, Charles Smith, Counselor, Mattie Welk, Down The Street Boutique, Karen Solia, Dacotah Bank, Beth Johnson, ABC Child Care Center, Jim Slow, Principal, Mary Johnson, Parent, Michael Kurtti, FCCLA president

**Members Absent:** Beth Haaseth, Leever Foods, Susan Thompson, Parent

**Others Present:** Dave Cool, Superintendent

### Call to Order:

Chairperson Karen Solia call the meeting to order and expressed appreciation for attendance and participation. She stressed the importance of the committee's continuing support and assistance. Introductions were made.

**Minutes:** Minutes from the previous meeting were read and approved as submitted.

### Unfinished Business:

The committee discussed the need for more Ipads in the classroom. The committee feels that students would benefit from one on one Ipads during many of the courses taught in the FACS classroom, particularly Housing and Design. Karen Solia volunteered to do some research and work with Mrs. Chen to find the best Ipad for the classroom.

### New Business:

Mrs. Chen, Instructor presented information based on enrollment for the year. Classes are full this year and the FCCLA Chapter has 45 members.

Mrs. Chen reported on the number of students attending the District 2 Leadership meeting and was happy to report that Susan Swedlund will be running for District President.

Mrs. Chen explained the requirement for seniors at Anytown High School are required to complete a semester of Child Development and Financial Literacy for graduation. She distributed copies of the course syllabi for the committee's review and asked for suggestions regarding content. Beth Johnson reported that as part of the child development class, seniors are required to volunteer at the child care center for one hour a week. Mrs. Chen thanked Beth for allowing student to volunteer at ABC child care center.

Mary Johnson is heading up the Burger Feed Fundraiser for FCCLA. She requested volunteers for this event. Mattie Welk indicated that she could get 3 volunteers from Down the Street Boutique and Karen Solia gave Mary a live of 5 bank employees that could volunteer as well. Leever has agreed to donate 50lbs of ground beef for this event. Mrs. Chen indicated that there would be 15 FCCLA members there to help as well. Everyone has been assigned tasks.

**Adjournment:** The meeting was adjourned at 5:30pm

Mattie Welk, Secretary