

Plan of Work 2007-2008
Item 1
Recommendations for Action

ADOPTED September 15, 2007

State Affiliate: California

Submitted by: Betty Knopf, Ed.D., CA President

Recommendation(s):

Revise and embellish the state association's current web site (www.aafcs-ca.org) to be more user-friendly and to have more links and pages to appeal to a wider variety of our members.

Rationale:

People looking for scholarship information have been the biggest users of our web site. The goal is to revise and embellish the web site to appeal to be helpful resource of technology-based information and communications for members and to be more appealing to interested people from wider demographics.

Financial/Resource Implications:

1. Vice President – Communications and interested members will need to gather web page design and content ideas and come to a consensus on the desired web site product.
2. Members will need to submit ideas, information, and resources on an on-going basis to this web site.
3. Additional funding will be needed to hire a consultant unless the Vice President – Communications or other interested member has knowledge and/or resources to complete the desired changes.
4. On-going funding for a web-page domain and consultant, or a technology-capable member will be needed to constantly change and up-date information.
5. Current state association budget does not include funding for additional expenses at this time.

Implementation Plan including Timeline:

1. Adopt this Plan of Work items at the September 15, 2007 Board Meeting.
2. Delegate to Vice President – Communications the responsibility to solicit members' web page design and content ideas and come to a consensus on the desired product.
3. By May 1, 2008, the Vice President – Communications will use the information gathered to write a grant to Extended Education Fund (EEF) or other appropriate source for all funding necessary to complete and maintain the proposed web-site revisions.
4. As provided in the job description in our By-Laws, the newly elected Vice President-Communications in June 2008 will assume responsibility of web site maintenance and update.

Plan of Work 2007-2008
Item 2
Recommendations for Action

NOT Adopted September 15, 2007

State Affiliate: California

Submitted by: Betty Knopf, Ed.D., CA President

Recommendation(s):

To develop and implement an automatic mailing list server to share current information and opportunities regarding our association and professions in a timely manner.

Rationale:

The California association publishes 4-6 issues of its newsletter *Contempo* each year. An automatic mailing list server will serve the immediate information needs of members of this state association by sharing up-to-date information on legislation, conferences, related meetings, and other opportunities.

Financial/Resource Implications:

1. The Project Leader and other interested members will need to gather content ideas and come to consensus on the desired product.
2. Members will need to submit ideas, information, and resources on an on-going basis to the manager of this list server.
3. Additional funding will be needed to hire a consultant unless the leader or another interested member has knowledge and/or resources to complete the desired mailing list server.
4. On-going funding will be needed for a mailing list server consultant or a technology-capable member will be needed to constantly change and up-date information.
5. Current state association budget does not include funding for additional expenses at this time.
6. The responsibility of supervising the list server will need to be added to the job description for Vice President-Communications to be effective with the June 2008 election of officers.

Implementation Plan including Timeline:

1. Adopt this Plan of Work item at September 15, 2007 Board Meeting.
2. By December 1, 2007, the President will secure a volunteer leader to assume the responsibility to solicit members' content ideas and build consensus on the desired product.
3. By May 1, 2008, using the gathered information, the volunteer leader is to write a grant to Extended Education Fund (EEF) or other appropriate source for all funding necessary to initiate and maintain the proposed mailing list server.

4. By August 1, 2008, the volunteer leader will implement mailing list server to interested members.
5. The volunteer leader will need to co-ordinate mailing list service opportunities with legislative volunteer.

Plan of Work 2007-2008
Item 3
Recommendations for Action

ADOPTED September 15, 2007

State Affiliate: California

Submitted by: Betty Knopf, Ed.D., CA President

Recommendation(s): Improve and initiate collaboration with national, state and local professional groups, legislative bodies and other like-minded organizations that promote and support our national association's mission.

Rationale:

Our state members can share information, ideas and activities with community groups, other professional groups, and various civic organizations that promote and support the mission statement of our national association.

Financial/Resource Implications:

1. Member(s) will need to volunteer to provide leadership.
2. Members will need to submit ideas, information, and resources on an on-going basis to leadership
3. Current state association budget does not include funding for additional expenses at this time.

Implementation Plan including Timeline:

1. Adopt this Plan of Work item at the September 15, 2007 Board Meeting.
2. By December 1, 2007, the President will secure volunteer(s) to assume the responsibility to solicit members' ideas for community groups, other professional groups, and various civic organizations and their contacts that promote and support our mission.
3. By May 1, 2008, the volunteer leader(s) will publish the names of organizations and contacts in each issue of *Contempo* and ask members for feed-back from meetings with collaborators to be used in future articles in *Contempo*.
4. The volunteer(s) will maintain a current list of the names of organizations, their services and resources, and contacts.

Plan of Work 2007-2008
Item 4
Recommendations for Action

ADOPTED September 15, 2007

State Affiliate: California

Submitted by: Betty Knopf, Ed.D., CA President

Recommendation(s):

Target two special groups within our association (teachers of grades 6-12 and aging members) with special activities, opportunities, services, and pertinent information.

Rationale:

After reviewing our state association's membership demographics, participation, and needs stated by the members, teachers of grades 6-12 do not appear to be connected with our state and national association. Furthermore, the aging members appear to have limited participation due to geographic distances of our districts and travel issues as well as aging and financial issues.

Financial/Resource Implications:

1. By December 1, 2007, the President will secure a volunteer(s) to assume the responsibility to provide leadership for this action item.
2. Members will need to offer the volunteer leader(s) ideas, information and resources on the desired products and activities on an on-going basis.
3. Current state association budget does not include funding for additional expenses at this time.

Implementation Plan including Timeline:

1. Adopt this Plan of Work item at the September 15, 2007 Board Meeting.
2. By December 1, 2007, the President will secure a volunteer to assume the responsibility to solicit ideas from members of the two targeted groups (teachers of grades 6-12 and long-time members) for proposed program changes, revisions, involvement, inclusion, communications, services, and strategies to potentially meet their needs within our association.
3. By May 1, 2008, the volunteer will use the information gathered to write a grant to Extended Education Fund (EEF) or other appropriate source for all funding necessary to implement at least one idea for each targeted group.
4. By August 1, 2008, the volunteer will initiate/implement at least one idea for each targeted group of members.

Plan of Work 2007-2008
Item 5
Recommendations for Action

NOT Adopted September 15, 2007

State Affiliate: California

Submitted by: Betty Knopf, Ed.D., CA President

Recommendation(s):

Develop and disseminate more legislative information for association's members.

Rationale:

Members from various age groups, professions, and disciplines have interests in pending legislation and approved legislation, and program funding information, which impact their lives, programs, interests, and communities.

Financial/Resource Implications:

1. Revise state By-Laws to create position of Legislative Chair. The responsibilities of Legislative Chair will be to develop essential information about current state and national legislation that could affect the professional needs of CA-AFCS members.
2. Project leader will need to research legislative information resources and delivery systems, and then develop an appropriate proposal.
3. Members will need to submit ideas, information, and resources on an on-going basis to the CA-AFCS web site.

Implementation Plan including Timeline:

1. Adopt the Plan of Work item at the September 15, 2007 Board Meeting.
2. By December 1, 2007, the President will secure a volunteer to assume the responsibility to research legislative information resources and delivery systems, to meet the needs and resources of our association.
3. Revisions of By-Laws for a Legislative Chair will be proposed and voted on at the Spring 2008 Board of Directors Meeting.
3. By May 1, 2008, the volunteer will use the information gathered to write a grant to Extended Education Fund (EEF) or other appropriate source for all funding necessary to secure business source/person/system to regularly supply our association with state and federal legislation information.
4. By August 1, 2008, the volunteer will initiate/implement contract, with BOD approval, to secure monthly legislative information.
5. The legislative information volunteer will coordinate legislative information dissemination with the manager of the mailing list server.