



Yearly Action Plan Form

You may use this form at your FTA meetings to plan your activities and fundraisers for the year.

School Year: _____

Chapter (School) Name: _____

Chapter Address: _____

Chapter Advisor: _____

Phone: () _____

August:

September:

October:

November:

December:

January:

February:

March:

April:

May:

June:

Recruitment and Retention for New Members

Recruitment Strategies:

- 1) Invite members to a get-to-know and ask each member to bring one or two students who are interested in becoming teachers. To add to the fun have your current members share their favorite part of being a member. Discuss upcoming events emphasizing benefits students will receive as a member such as scholarship opportunities, hands-on opportunities, etc.
- 2) Purchase ad space in a local newspaper with the list of upcoming FTA activities or ask if they have a free online community calendar. If your school has a newspaper, ask if it would be possible to have a reporter write a featured story on your FTA club. Have a member talk to the reporter about positive experiences and all the activities if possible.
- 3) Word of mouth can be a great way to achieve growth. Some possible ideas to achieve this is asking students to recruit a certain number of new students. Offer prizes or incentives for those that recruit the most new members and maybe offer a small incentive to new members to encourage students to apply. Also ask all current teachers to recommend students they feel might be interested.

While striving to enhance membership with new members chapters must not forget to do what it must to retain active previous year members. Encourage officers/current members to make contact with the new members explaining to them advantages of membership. Have available chapter T-shirts, jerseys, hats, etc. to help enhance pride and solicits gifts for members from local businesses. It's important to strive to make all members new and experienced feel welcome. Somethings that will help aid in this is giving members opportunities for ownership and responsibility in the future.

Activity and Program ideas

The following are questions to help serve as guidelines for FTA chapter officers and advisors to help in determining if chosen activities are appropriate for active members.

- 1) How exclusive is the activity?
- 2) Does the activity conform with school/district policies?
- 3) Is there freedom for the members of the chapter to partake?
- 4) Will the activity provide clarity for the chapter and/or encourage recruitment of new members?
- 5) When running a fundraising activity are selected items easy to obtain and can said items be returned?
- 6) If this is a fundraising activity will the return be satisfactory enough to permit hours worked and investment?
- 7) If fundraising will the items being sold appeal to an array of buyers?
- 8) Will the activities be relevant to the age/grade level of the chapter members?

Suggested actions for FTA

1. Become insightful about careers in education by:

- Visiting/Touring universities, colleges, schools and departments of education
- Invite professor from local colleges to speak.
- Visit the State Department of Education.
- Attend state conferences.

2. Improve the image of teaching and provide service by:

- Initiate teacher appreciation activities.
- Assist teachers with classroom responsibilities.
- Participate in teacher shadowing activities.
- Serve as peer tutors.
- Establish teacher cadet program

3. Endorse teaching by:

- At various occasions invite the state/district Teacher of the Year to speak.
- Provide workshops and meetings districtwide.

4. Build professional understanding by:

- Give chapter members and advisors rewards and recognition.
- During regional workshops and state conference discuss positive aspects of the teaching

profession.

-Provide an opportunity among students and teachers within the school district and throughout the state to network.

5. Provide a link between the community and teaching by:

-Petition the support of school business partners.

-Provide services for elderly citizens, hospitals, nursing homes and other school service agencies.

-Provide contact with students in daycare, recreational and educational settings.

6. Strengthen the relationship between college/university by:

-At state conferences offer institutions the chance to set up booths.

-Have a current student of the college of education serve as a mentor.

-At local school meetings give a student representative the opportunity to speak.

-Keep lines of communication open with colleges/universities to maintain a close relationship.

School-Related Activities

1. Ask for permission from the school to use a wall or corridor to display posters depicting positive attitudes about teaching. This could be Poster Day.
2. Offer activities that you can assist as well as participate in that are teacher/parent oriented (examples: PTO/PTA, open house, etc.)
3. Get with other school clubs and organizations to host/participate in activities.
4. Supervise an orientation activity as a chapter service activity for new students.
5. Help transfer students to adjust to their new school organize an Adopt-a-Student program.
6. Provide students with special needs a chapter member to assist them.
7. Offer chapter members the opportunity to tutor elementary/middle school students.
8. Organize a day chapter members can job shadow a teacher.
9. Toward the end of each quarter encourage members to volunteer teachers to clean, grade papers, record grades, complete paperwork, etc. for more hands on experience.
10. Choose a day for a faculty breakfast where faculty is served by chapter members. Reach out to local grocery stores for discounts on items for a continental breakfast if working with limited funds. As a nice thank you gift each teacher receives an apple ornament.
11. A good beginning of the year project is to make name tags for all teachers during planning and the first week of school. This has been found helpful for students as well as teachers.
12. Work with counselors to research information on college and career information on the teaching profession.
13. To provide multicultural awareness experiences plan a week to host multicultural seminars and field trips to help expose students to cultural and ethnic varieties. Organize to have speakers of different cultures and races.
14. Send birthday cards to teachers to FTA members.
15. To assist teachers train FTA members in media literacy.

Community-Related Activities

1. Institute a tutoring program for local elementary and middle schools
2. Encourage chapter members to join faculty with after school and extra-curricular activities.
3. Chapter members should try to assist at preschool or daycare centers.
4. Through the assistance of community organizations and local businesses establish a scholarship fund.
5. Host a Senior Citizens' or Grandparents' Day where residents of the community are invited to the school where a luncheon may be provided.
6. Provide services such as reading to the elderly.
7. At community functions have a chapter booth when appropriate.
8. To keep community residents informed about the teaching profession hand out literature.
9. Ask for chapter president or other members to speak at community organizational meetings.
10. Meet with the local Chamber of Commerce about activities where FTA could be involved.
11. To provide recognition and support from local businesses for chapter events.
12. Invite your community to FTA chapter affairs.

College/University-Related Activities

1. Invite representatives from colleges and universities to be guest speakers.
2. Provide education courses for FTA members through colleges/universities.
3. For exposure to a variety of colleges and universities arrange an orientation for chapter members.
4. Offer student teachers an opportunity to participate and become involved with FTA chapter activities.
5. Identify incentives for chapter advisors by working with a college/university liaison.
6. Have FTA students sit in on a teacher preparation course and talk to college of education students.
7. Videotape chapter members performing as teachers.

Field Trips

1. Attend FTA State Meeting October 20, 2015, University of MO-Columbia, Jesse Hall.
2. Visit the State Department of Education. Arrange for a tour and presentations about the department's function. www.dese.gov
3. Attend and observe a meeting to the local board of education.
4. Visit MSTA Headquarters in Columbia. Set up a tour presentation about the organization's role and responsibilities to the profession. 1-800-392-0532 Ext. 1501
5. Attend regional, FTA conferences.