

# FCCLA Planning Process Summary Page Template

*(This template may be modified, but all headings must be used in the correct order. The FCCLA logo, STAR Events logo, and Planning Process graphics are encouraged but not required.)*

## IDENTIFY CONCERNS



One of our concerns in doing this project was community outreach in our school. We felt that our school could be more informed about the goals and benefits that FCCLA has to offer. We also thought it was important that the people in our community could access our website to stay updated on what our chapter has been up to and some of the events we've attended and will attend. Taking both these two things into mind, we decided to make this website to address these concerns.

## SET A GOAL



We want to make a website that is easy to use and accessible to anybody who would like to learn about our FCCLA chapter. We would like to reach 250 visitors to our website by March 15th (State Leadership Conference). This goal is achievable if we promote our website to not only our chapter, but to our community and school as well. This goal is important to us because our FCCLA chapter matters to us and we would love for people to see all that we do and the love that can be seen throughout our chapter! This goal starts now in September and should be completed by March 15th.

## FORM A PLAN (WHO, WHAT, WHEN, WHERE, HOW, COST, RESOURCES, AND EVALUATION)



**Who:** We are targeting students, parents, and community members. **What:** Gathering photos from FCCLA events and FCS classes; collecting chapter information from our advisors. **Where:** We will be meeting at school and at home to work on our website. **When:** Completion of our website is due February 2nd, 2026. Our personal deadline is January 28th to allow us to go over all our web pages before our submission to correct any mistakes, if there are any. **Why:** We think it's important to promote our FCCLA chapter to our school and the public to showcase our chapter and FCCLA as a whole. **How:** We are sharing our website by posting in morning announcements and digital displays at school. The cost of the web service will be \$159/mo. **Resources used:** <https://fcclainc.org/> <https://missourifccla.org/> <https://www.facebook.com/KnobNosterSchools/> <https://www.instagram.com/knschools/?hl=en> [https://www.instagram.com/knhs\\_fccla\\_/?hl=en](https://www.instagram.com/knhs_fccla_/?hl=en) <https://www.wix.com/>

## ACT



To create our website, we looked at numerous website builders. After trial and error with one website builder, we decided on Wix.com. From there, we went in and found a template with a professional appearance. As we worked on our website, we used examples of other websites, the rubric, and our two advisors to help improve our website. We also consulted with our school district website manager to gain insight from her.

## FOLLOW UP



We are pleased to report that we created several sections on our website to inform students about our chapter and the FCCLA organization. If we could improve our website, we would have embedded short videos that would feature an interview style with chapter members that could replace large sections of text. Our website was publicized successfully by sharing the URL of our website in our announcements and a hyperlinked QR code to our website on our high school's digital display. We appreciate the help from many individuals in our school community. The following people contributed to the development of our website: our chapter advisors, officers, and members.