



## Agenda

Latinx High School Recognition Celebración: January 23rd, 2024

Social Media: @Fresnolatinxgrads

1. Bienvenidos!
  - a. Reminder of Group Agreements:
    - i. Respecting everyone's thoughts and opinions
    - ii. Give space to speak
    - iii. Hand-raising in person and on zoom
    - iv. Any others to add?
2. Committee Descriptions and Chair Selection
3. Fundraising:
  - a. Updates:
    - i. \$5,000 donated by Cultiva La Salud, A big thank you to Cultiva La Salud and Veva Islas for this generous donation
    - ii. \$200 donation from Kuzyk Law
    - iii. Donation of 100 shirts for volunteers from Notorious Grafix
    - iv. Previous donating organizations and committed organizations have received a letter
  - b. Action Items:
    - i. Identify potential new sponsors
    - ii. Start reaching out/contacting them
4. Program/Brochure:
  - a. Action Items:
    - i. Identify potential new vendor (Program brochure)
    - ii. Student speakers (in sign-ups), singers, performers
5. Volunteer logistics:
  - a. Actions Items:
    - i. Create a form for volunteer attraction
    - ii. Identify target number of volunteers
    - iii. Work assignments for day of (also in form)

# Education & Leadership Foundation

1308 E. Olive Ave ☐ Fresno, CA 93728 ☐ [www.elfus.org](http://www.elfus.org) ☐ 559-291-5428



## 6. Social Media

- a. Update
  - i. Donor recognition post (1/17/24)
- b. Action Items:
  - i. How to increase presence
  - ii. Identify 4 participants for social media/marketing purposes
  - iii. CMAC radio promotion

## 7. Decorations

- a. Updates:
  - i. Stoles ordered and 50% processing (deposit)
- b. Action Items
  - i. Theme for event
  - ii. Flowers
  - iii. Flags of countries

## 8. Logistics

- a. Ticket order/design review
- b. Start creating student form for sign-ups

## 9. Youth Voice/ School Recruitment

- a. Action Items:
  - i. Further engagement between schools
  - ii. Having students in committee

## 10. Vendors

- a. Action Items
  - i. Think of organizations/businesses for booths
  - ii. Start reach out/contacting them

**Committee**

Social Media

Youth Voice/School Recruitment

Vendors

Fundraising & Sponsorships

Program

Logistics

Decorating

Volunteering

**Description**

Management of Instagram account and strategy creation to promote event and attract sponsors.

Ensurance of student input and equity in event planning process.

Organization and coordination of different vendors/sponsor tables prior to event and day-of-event.

Procurement of funds in support of event.

Program design, implementation, and execution.

Day-of-event planning and coordination. Timeline of event. Alignment of program.

Decoration of venue, and procurement of decorations.

Volunteer recruitment, management, and oversight pre-event and post-event.