ARTICLE I: NAME, SPONSORS, MISSION STATEMENT, AND PURPOSES

SECTION 1 The organization shall be known as the Wyoming Association of Family, Career, and Community Leaders of America. The name Family, Career, and Community Leaders of American shall only be used by the State Association and Chapters. The letters FCCLA may be officially to designate the State Association, the Chapters, or members thereof. The Wyoming Association of FCCLA will affiliate with the National Association of FCCLA.

SECTION 2 The sponsor of the Wyoming Association shall be the family and consumer science division of the State Department, an integral part of the family and consumer science program, under the guidance of a coordinator, who shall serve as State Advisor.

SECTION 3 A. The mission of Family, Career, and Community Leaders of America is to promote personal growth and leadership through family and consumer science education. Focusing on the multiple roles of family member, wage earner, and community leader, members develop skills for life through: character development; creative and critical thinking; interpersonal communication; practical knowledge; vocational preparation. B. Organized instruction relating to the mission is a part of the family and consumer science education program in the schools. The purposes of the organization shall be as follow: 1. To provide opportunities for self development and preparation for family living and for employment. 2. To strengthen the function of the family as a basic unit of society. 3. To encourage democracy through cooperative action in the home and community. 4. To encourage individual and group involvement in helping achieve global cooperation and harmony. 5. To promote greater understanding between youth and adults. 6. To provide opportunities for decision making and for assuming responsibility. 7. To prepare for the multiple roles of men and women in today's society. 8. To promote family and consumer sciences, family and consumer careers, and related occupations.

ARTICLE II: ORGANIZATIONAL STRUCTURE

SECTION 1 The Wyoming Association shall consist of affiliated chapters.

SECTION 2 The Wyoming Association of Family, Career, and Community Leaders of America shall consist of all chapters within the state boundaries of Wyoming. As used herein, the term “State” shall be interpreted to apply to the Wyoming Association.

SECTION 3 A. chapter may be affiliated in junior and senior high schools, public and private, in which family and consumer sciences instruction is offered. The chapter shall be composed of students
possessing the qualifications of membership. B. Organization. A chapter may be organized whenever, if in the judgment of the teachers, students, and administrators, it would be advantageous to do so. C. Annual affiliation shall be made through the local chapters on forms provided by the National Organizations. The application, together with the state and national affiliation dues for each chapter member, list of officers, and names of members, shall be sent to the National Office with a copy sent to the state office. C. Certificates. A newly formed chapter shall be issued a certificate of affiliation through the State Association upon submitting state and national membership dues and required information to the State Office. D. Membership cards shall be provided annually by the National Organization for each member and shall be distributed through the local chapter.

SECTION 4 A. Active members. Any student enrolled in family and consumer sciences and family and consumer sciences related occupations classes through grade twelve or previously enrolled for one semester shall be eligible for active membership in an organized chapter within the school. Active members shall be eligible to hold office, to make motions, and to vote. B. Wyoming Honorary Membership. Any individual who had rendered outstanding service to the Wyoming Family, Career, and Community Leaders of America by advancing its purposed shall be eligible for honorary membership in the Wyoming Association. Honorary members shall be elected by a majority vote at a joint meeting of the Executive Council and the Advisory Council. Honorary members have the privilege of attending all meetings of the organization but shall have no vote. C. Local Honorary Membership. Honorary membership in local associations may be given by local chapters in accordance with their bylaws. D. Non-discrimination. Membership in Family, Career, and Community Leaders of America will not be denied to a student because of the student’s race, sex, nationality, or religion.

ARTICLE III: DUES, FISCAL YEAR, BUDGET, AND AUDIT

SECTION 1 The state and national dues for each active member shall be forwarded annually by each chapter to the National Directors office. Chapters must be affiliated with the State Association by February 1 to be eligible to attend the State Meeting. A. The amount of national dues for active members shall be determined by the National Executive Council and the National Board of Directors, subject to approval of the voting delegates at a national meeting. B. The amount of state dues for active members shall be determined by the State Executive Council and Advisory Council, subject to approval of the voting delegates at a state meeting. A two thirds (2/3) majority vote will be required at the State Meeting before any increase can be made. Such dues shall be made in addition to national dues. C. The amount of chapter dues shall be determined by chapter members. These shall be in addition to national and state dues.

SECTION 2 The fiscal year shall be July 1 through June 30

SECTION 3 The budget shall be prepared and submitted by the Financial Advisor for the approval of the Executive Council. It will be completed and dispensed to chapters throughout the state before the Fall Meeting.

SECTION 4 The financial statement of income and expenditures shall be audited annually.
ARTICLE IV: ASSETS

SECTION 1 Upon final dissolution or liquidation of the Wyoming Association and/or a Chapter of Family, Career, and Community Leaders of America, and after the discharge or satisfaction or all outstanding obligations and liabilities, the remaining assets of the Wyoming Association and/or the Chapter shall be used by their respective boards in accordance with the purposes of the Wyoming Association or be transferred to a qualified exempt organization within the meaning of Section 501 (c) (3) of the Internal Revenue Service Code of 1986.

ARTICLE V: STATE AND NATIONAL OFFICERS

SECTION 1 A. The Wyoming Association shall elect officers who shall be members of the Executive Council. B. A nominating committee shall be composed of no more than three chapter advisors, the current members of the Executive Council, the State Advisor, and no more than two student members. One chapter advisor will be the advisor of the current State President. In the year that the State President’s advisor has a candidate running, the distinction shall go to the next state officer advisor in line that does not have a candidate running. If all current state officer advisors have candidates running, the State Advisor will choose a chapter advisor to fill that position. C. It is the responsibility of the State Advisor to organize this committee. D. In the year that less than six officers are elected by 2/3 majority vote, the nominating committee shall combine offices as they deem necessary.

SECTION 2 State officers shall have the following qualifications: A. The candidate must currently be an active member in an affiliated chapter at the school where registered. B. The candidate must have completed a minimum of one year of family and consumer sciences or family and consumer sciences related subjects on the seventh grade level or above. C. The candidate must have a GPA of 2.5/4.0 or above. D. The candidate must have shown leadership ability in responsibilities at the chapter or district level. E. The candidate must receive approval of the chapter. F. The candidate is required to abide by the Wyoming High School Activities Association Code of Conduct.

SECTION 3 A. The president shall preside over all business meetings of the organization and of the Executive Council; appoint, after consultation with the state Advisor, the chairperson and members of all Executive Council committees; and be a member ex-officio of all committees. B. The vice-president shall assist the President at any meeting of the state Executive Council or of the State Association. In the absence of the President, the Vice President will perform the duties deemed necessary by the Executive Council. The vice-president will also serve as a National Committee Member. C. The Secretary shall keep the minutes of all State Meetings and meetings of the Executive Council and shall report to the delegates assembled in a State Meeting the membership status of the organization. D. The Treasurer will work closely with the State Management Team Treasurer to serve as a liaison between the State Executive Council and the student membership. The Treasurer will present a financial report at the State Meeting. E. Parliamentarian a. Shall see that order is maintained in accordance with Robert’s Rules of Order, Newly Revised during meetings of the Executive Council and business meetings. b. When bylaws, amendments, and other business of the organization must be presented to the voting delegates, the
Parliamentarian shall assist in conducting the meeting. c. The Parliamentarian will represent Wyoming’s vote at the National Leadership Meeting. In those years in which Wyoming is represented on the National Officer At-large Nominating Committee, the parliamentarian will also serve as a committee member. F. The State Publications Director shall be responsible for reporting the news of chapters and their members within the state to the chapters through the State Newsletter and/or the State Web Site. The newsletter will be published three times a year with copies sent to all affiliated chapters, and/or the Web Site will be updated three times a year. The state Publications Director shall also be a member of the National Connection Team and receive training at the National Meeting. G. All State officers shall represent the districts at meetings, assist with the meetings of their district, and participate as members of the Executive Council. H. The National Officer(s) will serve as a liaison(s) between the state and national organization. The Officer(s) will report any national news or issues to the state organization.

SECTION 4 State Officers shall serve for one year, until their successors are elected and installed or until their resignation has been approved.

SECTION 5 Appointments for vacancies shall be made by the President of the Management Team, the state Advisor, and the state Officer Team. If the members of the council decide that major accomplishments have been met (i.e.; national meeting attended, regional meeting completed, etc.), the State Officer Team shall assume the responsibilities of the office.

SECTION 6 A. The Wyoming National Officer Candidates(s) a. Officer Candidate(s) must meet the officer qualifications as written in the National Bylaws. b. Prospective candidates will first be evaluated by the State Executive Council. The State Executive Council will select a maximum of four individuals from the prospective candidates. These four individuals will then be presented to the voting delegates, who will choose two Wyoming National Officer Candidates. c. The Wyoming National Officer Candidate receiving the greater number of votes may run for the National Office of his or her own choice. B. The candidate chosen must be able to travel with the chapter advisor whenever or wherever requested by the State or National Offices C. The Wyoming National Officer(s) will serve on the State Officer Team and the Wyoming Executive Council.

ARTICLE VI: NOMINATIONS AND ELECTIONS

SECTION 1 A. Each chapter shall have the privilege of nominating two candidates; no chapter shall have more than two state officers. B. Nominations from chapters shall be mailed to the State Advisor as requested prior to elections. A list of officer candidates, along with qualifications shall be made available by the state Association to the voting delegates within the district prior to the State Meeting. Nomination forms shall be used exactly as sent from the State Advisor. C. State Officer write-in candidates must run at large and have completed the appropriate forms provided by the State Advisor. These forms shall be made available to voting delegates upon arrival to the state Meeting Registration. The State Officer Candidates must provide enough copies for each chapter attending the State Meeting.

SECTION 2 The State Officers shall present the State Officer Candidates to the voting delegates at the State Meeting

SECTION 3 The officers shall be elected by secret ballot annually at the spring State Meeting. In order for a candidate to be elected as a State Officer, he/she must receive at least two thirds (2/3)
majority vote. The candidates with the most votes over 2/3 shall make up the officer team of no more than six.

ARTICLE VII: STATE MEETING

SECTION 1 The time and place of the State Meetings shall be determined by the Executive Council. The purpose of the meeting shall be to elect officers, to hear the reports of officers and committee chairpersons, to promote the program of work, and to transact other business of the organization. The Advisory Board may vote for district meetings in any one year in lieu of the State Meeting.

SECTION 2 A. Voting Delegates. Each chapter is entitled to two (2) voting delegates. B. Each chapter shall be entitled to send to the state meeting other members unless a quota system is set by the Advisory Board.

SECTION 3 The privilege of making motions, debating, and voting shall be limited to the accredited voting delegates and the State Officers. The privilege of discussion may be extended to the non-voting representatives upon the consent of the voting delegates.

SECTION 4 Voting delegates from two thirds (2/3) of the chapters shall constitute a quorum unless in an emergency, when the Executive Council shall declare a smaller quorum.

ARTICLE VIII: STATE OFFICER TEAM

SECTION 1 The elected State Officers shall compose the State Officer Team. The State Officers’ Advisors shall serve as consultants.

SECTION 2 The State Officer Team shall: A. Serve on the State Executive Council by helping the Council to determine policies and procedures as they affect the state Association and program. B. Determine the business to be brought before the delegates at the state Meeting. C. Conduct other business as shall be necessary to facilitate the progress of the organization. D. Plan the program, direct, and preside over the state Meeting. E. Be responsible for planning and promoting the state Program of Work and projects. F. Serve as official representatives of the State Association at chapter FCCLA meetings and other state and local meetings of organizations and agencies.

ARTICLE IX: MANAGEMENT TEAM

SECTION 1 A. The Management Team shall consist of the Advisers of the District and State Officers, the State Adviser and the State Officers

ARTICLE X: STATE EXECUTIVE COUNCIL
SECTION 1 The Executive Council shall be composed of: A. The State Officer Team. B. One chapter advisor from each district who shall be elected to the Management Team. C. The advisor to the President currently in office. D. The advisors to the State and National Officer(s) will serve as ex-officio members. E. The State Advisor shall be a member of the state vocational family and consumer sciences program staff who is qualified in family and consumer sciences discipline and shall function as the administrative officer of the state Association. F. Every three years, a member will be selected who will be either (1) the head of a family and consumer sciences department, (2) a family and consumer sciences teacher/educator, or (3) a family and consumer sciences representative from the University of Wyoming. G. Any other person(s) deemed necessary by the Executive Council shall be appointed for a one year term. H. The State Advisor and the state Financial Advisor will serve as staff for the Executive Council. I. Any member of the Management Team who is unable to attend a business meeting of the Management Team may notify the President of the Management Team in writing regarding their vote. The president shall have the authority by proxy to vote for the absent member.

SECTION 2 The Executive Council shall serve as the legal governing board and shall develop policies of the organization and provide for the administration of such policies including the general management and business of the organization.

SECTION 3 A. Determine the procedure for selecting officers and for transacting necessary business in case of an emergency. B. Determine policies and procedures. C. Work cooperatively with the state Advisor on the function of the organization. D. Evaluate and select a maximum of four National Officer Candidates to present to the voting delegates. E. Help determine the place, time, and kind of meetings above the chapter level and determine the business to be brought before the state Association.

SECTION 4 The Stated Executive Council shall meet a minimum of three times per year, one for leadership training and year long planning, once for fall conference and mid year evaluation planning and once for state convention planning. However if set items are being expedited and the set time is not needed the Executive Council may move by a 2/3 vote to set a different schedule of meetings for that year only. The time, place, and agenda shall be determined by the Executive Council.

ARTICLE XI: STATE COMMITTEES

SECTION 1 A. Special committees may be appointed. The function of these committees shall be determined by the state Advisor and the President to carry out the work of the organization and to develop materials to aid in strengthening the state, district, or chapter programs. B. There shall be 6 standing committees every year to meet at the state convention and report back at the business sessions on findings. The purpose of these committees will be to organize and develop the strength of the Wyoming FCCLA program. The five committees are to be the Resolution/Bylaw, Financial, National Program, Reach, Communication, and Program of work and activities. Each State Officer will chair one committee of choice for a term of one year. Each chapter must have and is limited to one member on one committee per year.

ARTICLE XII: DISTRICTS
SECTION 1 There shall be one district in the state which includes all counties:

DISTRICT I Teton, Sublette, Lincoln, Uinta, Sweetwater, and Carbon Counties
Sheridan, Johnson, Campbell, Crook, Weston, and Niobrara, Natrona, Converse, Albany, Platte, Goshen, and Laramie Counties
Horn, Washakie, Park, Hot Springs, and Fremont Counties.

SECTION 2 Applications may be submitted to the state Advisor for reorganizing districts for a chapter or chapters to leave one district and join another for more efficient work. The request shall be reviewed and action taken by the state Executive Council.

SECTION 3 There will be a District Officer team that will be represented by four (4) district officers, with no stated offices.

SECTION 4 The District Officers shall meet the following requirements: A. The candidate must currently be an active member in an affiliated chapter at the school where registered. B. The candidate must have completed a minimum of one semester of family and consumer sciences course. C. The candidate must have a scholarship rating of average or above. D. The candidate must have shown leadership ability in responsibilities at the chapter level. E. The candidate must receive the approval of the chapter. F. The candidate is required to abide by the Wyoming High School Athletic Associations standards of conduct.

SECTION 5 Voting delegates from two thirds (2/3) of the certified chapters within the district shall constitute a quorum. Each chapter shall have two (2) voting delegates.

ARTICLE XIII: ADMINISTRATION – STATE, DISTRICT, AND CHAPTER

SECTION 1 A. The State Consultant to Family and Consumer Science Education shall give general guidance to the program. B. The Management Team shall work with the state Advisor and the Executive Council.

SECTION 2 A. The Local Advisor shall be the family and consumer science teacher in the school in which the chapter is established and shall be the Administrative Officer in the local chapter. B. A Local Advisory Board of Chapter Parents may be selected by the chapter to help give guidance.

SECTION 3 State and chapter bylaws shall be adopted by the respective groups to govern the transaction of business provided such bylaws shall be in harmony with those of the National Organization.

ARTICLE XIV: PUBLICATIONS

SECTION 1 There will be an official publication of the state Association. Copies of each issue shall be forwarded to each affiliated chapter. Additional copies shall be forwarded to the State Officers, members of the state Management Team, and to such other persons as the State Advisor shall deem proper.

SECTION 2 Such other publications as are deemed proper shall be published.
ARTICLE XV: EMBLEM

SECTION 1  A. The first emblem of the Wyoming Association of Family Career and Community Leaders of America shall be that designated by the National Office. B. The secondary emblem of the Wyoming Association of Family Career and Community Leaders of America shall be a bucking horse with the letters F C C L A etched into the horse.

ARTICLE XVI: PERSONAL GROWTH ACHIEVEMENT

SECTION 1 The growth of individual members of Family Career and Community Leaders of America may be recognized through awards presented for individual progress in a National Program. Participation in this program shall be optional for all members. The National Programs are: A. Career Connections  B. F.A.C.T.S.  C. Financial Fitness  D. Families First  E. Community Service  F. Stop The Violence  G. Japanese Exchange  H. Power of One  I. Star Events  K. Student Body

SECTION 2 Guidance for members working on the “Power of One” program is at the local chapter level.

SECTION 3 Members may elect to complete projects in any area at any time and may do any number of these projects.

ARTICLE XVII: PARLIAMENTARY AUTHORITY

SECTION 1  A. Robert's Rules of Order, Newly Revised, Tenth Addition shall govern the Wyoming Association of Family Career and Community Leaders of America in all cases to which they are applicable and when they are not inconsistent with the bylaws. Our secondary resource of parliamentary authority shall be the National Association of Parliamentarians (NAP). B. These bylaws may be amended at the annual State Meeting or Fall Meeting by a two-thirds majority vote of the voting delegates present. Bylaw changes must be available for the public inspection thirty days before a vote can be taken. C. In Wyoming and in accordance with NAP, there shall be three uses of a gavel: one being for the opening of a meeting, one being to bring order back to an assembly and one being for the closing of a meeting.

SECTION 2 A. The amendments shall be proposed by:  1. The chapter or district  2. The State Executive Council  3. The State Management Team  B. Proposed amendments shall be received by the state advisor 30 days prior to the annual meeting at which they will be voted upon.  C. Notice of the proposed amendments shall be sent to the chapters thirty days prior to the annual meeting at which they will be voted upon.  D. The proposed amendments shall be in accordance with the National Bylaws.

Article XVIII: BEHAVIOR AND CONSEQUENCES

SECTION 1  A. All members, advisors, chaperons and transportation experts traveling or participating in any Wyoming FCCLA activity must and will follow the code of conducts set forth by the state association or will be punished accordingly by the state executive council. B. There shall be a zero
tolerance of alcohol, drugs, sex and any other illegal substance use at any FCCLA sanctioned activity. C. Any knowledge of such activity should be turned into first, the local advisor, second, the local authorities and third, the state executive council immediately. D. The executive council has the right to meet and allot any necessary punishment outside of local, state, and federal law up to revoking membership of the Wyoming Association of Family Career and Community Leaders of America. E. Members are entirely accountable for their own actions; no punishment shall be taken against the chapter, school or any other party. F. Members who back out of state competitions after the deadline shall be responsible for paying an extra fifty dollars per competition. These services are made possible through a grant from the Wyoming Department of Education If there any proposed additions and/or corrections needed to be made please contact the elected State Parliamentarian.

Financial Policies Wyoming Association of Family, Career, and Community Leaders of America Approved Policies and Procedures as of March 2017

F. Financial Policies

F.1. State Officers, National Officers, Management Team members, State Officer Advisors, and National Officer Advisors must keep track of their own expenses on the attached form. Expenses that exceed the budgeted amount must be submitted in advance for the Executive Council to approve. F.2. Travel money should be spent to develop membership within the state of Wyoming. A. State Officers, National Officers, Management Team members, State Officer Advisors, and National Officers Advisors will be reimbursed for travel expenses for trips within the state of Wyoming which benefit the entire membership. An exception will be made, however, for National Officer Advisors traveling to the National Planning Meeting held in January, who will be reimbursed for the cost of their airplane tickets. The advisor must receive prior approval for reimbursement at the Winter Executive Board Meeting for the cost of the airplane ticket. B. Travel expenses will be reimbursed only when documented by receipts. Travel expenses will be limited to lodging and food. Requests for additional expenses must be made in advance. C. The going rate of mileage will be paid at the State Advisor’s rate when school vehicles are used for travel. Mileage must be documented by odometer readings taken before and after the trip. Mileage accumulated for personal use must be deducted from this total.

F.3. State Officers, National Officers, Management Team members, State Officers Advisors, and National Officer Advisors must submit their requests for reimbursement of travel expenses in a timely manner. Reimbursement requests must be submitted for payment thirty days following the end of each quarter. Therefore, the expenses incurred in January, February, and March must be submitted for payment by April 30; expenses incurred in April, May, and June must be submitted for payment by July 30; expensed incurred in July, August, and September must be submitted for payment by October 30; and expenses incurred in October, November, and December must be submitted for payment by January 30. F.4. The Financial Advisor shall pay all bills in his/her possession by the end of the month in which he/she received them. F.5. All forms sent out of each chapter must be typewritten. Any illegible forms will be returned to the originating chapter office at the risk of incurring a late fee. F.6. State Officers and National Officer Candidates will use their travel money for recruitment purposes. This includes recruitment in chapters with declining membership and/or presentations to entire family and consumer science classes or general school populations. F.7. All individuals paid by the FCCLA student generated money will have a contract signed by the Management Team President, Management Team
Treasurer, FCCLA Financial Advisor, and the State Program Coordinator/Advisor. The contract will also state what the consequences for breach of contract will entail.

F.8. An audit committee consisting of State FCCLA treasurer and to other qualified people appointed by the management team will audit the books yearly at the State Convention.

F.9. A proposed budget will be set and approved at the management team meeting for the upcoming year.

**REACH POLICIES**

R.1. Scheduling for the State Meeting will be as follows: A. Culinary Arts and the Parliamentary Procedure events may be scheduled at separate times.

R.2. Participation fees for REACH/STAR events will be $10.00 per individual event and for each person participating in team events. No changes or refunds will be allowed. Two deadlines for REACH/STAR events registration will be implemented: Deadline 1: Regular REACH/STAR events registration and payment vouchers must be postmarked forty days before competition. It is the chapter advisor’s responsibility to check each chapter’s REACH/STAR events entry for accuracy. The appropriate time for revisions is when the REACH/STAR events master list is sent from the State Office indicating chapter entries. Deadline 2: Additions (e.g. adding name(s) or making additional entries) to the original REACH/STAR events registration will be assessed a $50 late fee up to fifteen days before the competition. It will be the State Office’s responsibility to notify the chapter advisors of the deadline dates each year. Any type of change (e.g. event switching, category changes, or additions,) made after Deadline 2 will not be performed. A copy of the affiliation forms must be attached to REACH/STAR events registration forms. No refunds will be allowed.

R.3. The STAR event manual will govern all events except for the following three Wyoming events which take place only at the state level.

R.4. A. Career Investigation, Applied Technology, Interpersonal Communication, Early Childhood, National Programs in Action, and Hospitality are open to unlimited entries per category within an affiliated chapter. B. B. Job Interview, Chapter Service Project, Culinary Arts, Focus on Children, and Entrepreneurship will be opened to five entries per chapter. In the case of Chapter Service Project, chapters may enter a total of five entries in manual and/or display and within each event category. Only one entry will be allowed per service project and the same project cannot be duplicated between categories or display and manual. Each project entry must be unique in its focus, goals, and objectives. (See page 21, STAR events manual.)

R.5. Projects that are duplicated and not unique to the individuals will be disqualified upon the decision of the board chairperson, judge, and staff member.

R.6. In order to be eligible to get a gold medal in REACH/STAR events, the participant must achieve an 80% or above rating.
R.7. There will be a top REACH chapter award. The amount of points given for each place is as follows: A. Gold Medal = 5 points B. Silver Medal = 3 points C. Bronze Medal = 1 point D. Completion of each National project = 1 point

R.8. Each chapter must attach a copy of the chapter affiliation form to the REACH/STAR events registration form.

R.9. All forms sent out of each chapter must be typewritten. Any illegible forms will be returned to the originating chapter office at the risk of incurring a late fee.

R.10. Participants must check in one hour to their scheduled event time. If their scheduled competition time conflicts, the participant needs to make arrangements with the lead consultant.

R.11. REACH/STAR events participants who are erroneously entered into an event category or event may be transferred by the unanimous decision of the lead consultant, State Advisor, participant, and participant’s advisor. The error must be announced twelve hours prior to the time that the event commences. Changes made without approval will result in disqualification.

R.12. An occupational student is one who is or has been enrolled in an occupational class which includes the definitions on page 25 of the official FCCLA Chapter Handbook. Most occupational programs include learning occupational skills in the classroom, then extended learning into either a chapter or class run business, or by participating in a cooperative job-training program.

S. STATE POLICIES

S.1. Chapters attending the State Meeting must have an advisor or other school employee for every twelve students in attendance.

S.2. Local chapters should be held responsible for late fees when registration deadlines are not met. A late assessment fee of $10.00 per person will be added to the State and National Meeting registration fees.

S.3. Advisors are required to attach a copy of their chapter’s affiliation form to the State Registration form. The members must be registered CTSO members before the State Meeting.

S.4. All forms sent out of each chapter must be typewritten. Any illegible forms will be returned to the originating chapter office at the risk of incurring a late fee.

S.5. Power of One pins will be given to any individual who completes at least one module/unit within the year (July 1 to June 30). If an individual completes all five units, then their application will be forwarded to the National Office for recognition.

S.6. If a chapter has an unpaid balance, they will be given ninety days after their initial notice to pay the full amount in cash to the State Office, or they will forfeit participation in any State of National FCCLA sponsored event until the balance is paid in full.
S.7. State Fall Meetings are held for members of Family, Career, and Community Leaders of America only.

N. NATIONAL POLICIES

N.1. A. All projects advancing to the National competition must have a score of 80% or above. The judges will be advised at the state level that the top ranking at the National Meeting. B. If the first place student is unable to attend the National Meeting, the second place student will be allowed to enter his/her project in the National competition, if the second place project received a score of 80% at the State Meeting and so on.

N.2. Chapters are required to pay for the “delegation and Miscellaneous fee” which enables them to attend the National Meeting.

N.3. Students who are eligible to attend the National Meeting must have a school district approved adult for every six students.

N.4. A $40.00 (money order or check) deposit with intent to attend the National Meeting needs to be postmarked within 10 days after the close of the State Meeting. Non competing students must also pay this fee. When the deposit is received, $30.00 will be used as the entry fee for the STAR event, and $10 will be applied to the processing fee. Since the National deadline for the STAR event is May 1, any entry that decides to withdraw after May 1 will forfeit the $40.00. Entries that are eligible to compete and attend the National Meeting that neglect to pay the $40.00 deposit will automatically be withdrawn from eligibility and the second place eligible entry will be notified. Once the second place entry has been notified, they will have 10 days to pay the $40.00 deposit or it will revert to the third place eligible entry with the same guidelines followed.

N.5. The entire remaining balance needs to be vouched by May 15 or cash sent by May 31 or the State Association will no longer handle the funds. If vouched, the entire amount needs to be turned to cash at least 10 days prior to the National Meeting.