



*Family, Career & Community Leaders of
America*

Missouri FCCLA

TO: Missouri FCCLA Officer Candidates and Advisers
FROM: Donna Sharpe, State Adviser
DATE: February 5, 2019
RE: State Leadership Conference

Congratulations on being a candidate for Missouri FCCLA! Each of you should make preparations for the State Leadership Conference to be held March 16-19 at Tan-Tar-A Resort, Osage Beach. Here are a few details:

- 1) If you have not already done so, please review the information for state officers, found on the Missouri FCCLA webpage: <http://www.mofccla.org/incoming-state-officers.html>. All required documentation and information mentioned below can be found here.
- 2) Housing – You have been assigned to the FCCLA staff rooming block at Tan-Tar-A. A rooming list will be provided later.
- 3) Dress Code – For your appearances in front of the delegates, you should wear ‘conference attire’ as to set an example for all attendees. The tentative schedule has the dress code for each day listed. For installation all candidates should be in a black business suit (skirts to the knee for females, pants for males) with a white oxford full button shirt (same as what you will need for your uniform).
- 4) FCCLA Knowledge Test –All candidates must take a knowledge test. All candidates must report to Parasol II at 2:00 PM on Saturday, March 16th for this test. Following this test, all candidates and advisers will have an orientation. Candidates’ test scores will be provided to the Nominating Committee. You will be notified of your score in your first letter drop on Sunday morning.
- 5) Nominating Committee- All officer candidates are to be interviewed by a nominating committee. Information on this process is outlined in the State Elections Procedures document. All candidates should be ready in the hallway outside of Redbud starting at 4:30 pm. The order of committee interviews will be provided later. Please note the addition of a 30 second speech to the nominating committee interview.
- 6) A detailed schedule has been posted of all times you are expected to attend an activity. Please understand that times and locations are subject to change as the final conference schedule has not been set, email communication will be sent if there are any changes prior to conference. All meals will be provided for you starting on Sunday morning. Please keep in mind that you will likely have little to no extra time and should NOT make plans with your chapter for meals or other events.

- 7) Selection of Officer Positions – Missouri FCCLA officers will be selected to a specific position on the State Executive Council. Please be thinking about your talents and abilities, and how you think you might best use them on the SEC. The Nominating Committee will be provided with information that you complete during your training on Sunday. The Nominating Committee will select the position each officer will hold. The offices will be as follows:
- State President (elected)
 - State 1st Vice President (elected)
 - National Officer Candidate (elected)
 - National Officer Candidate (elected)
 - State Vice President of Alumni and Associates
 - State Vice President of Community Service
 - State Vice President of Development
 - State Vice President of Elections
 - State Vice President of Membership
 - State Vice President of National Programs
 - State Vice President of Public Relations
 - State Vice President of State Programs
 - State Vice Presidents of STAR Events (2)

All officer candidates will be notified of their position at the second letter drop that will occur on Tuesday morning.

- 8) Please note that immediately following the Meet the Candidates session, voting delegates will begin casting their votes. Candidates will receive their election results letters Tuesday morning following breakfast. Elected candidates will be formally announced at the Closing General Session. Please do not share with others your position until it has been announced (it is ok to tell your adviser and fellow chapter members)
- 9) On Sunday evening there is a dinner for all current and incoming state officers. The form to make your reservations is located on the incoming state officer information webpage mentioned above. You will need to complete this form, even if you do not plan on bringing any guests in addition to your adviser. Please be sure to extend the invitation to attend the dinner to your school administrators. Please complete this form and return no later than February 15th.
- 10) Remember that the SEC standards/code of conduct, social media code of conduct, internet consent form, uniform policies form, uniform deposit, original application signature page, and an official transcript are due by March 1st.
- 11) Uniform Deposit- You should receive your uniform at the spring meeting in June. ***Please mail a \$100 deposit to the state office by March 1st.*** Information on the uniform rental can be found in the State Executive Council Handbook found on the website. Measurements will be taken at SLC.
- 12) Reimbursement- Lodging and most meals are covered by the association. Please bring a little money to cover any extras that you might like to purchase between meals.

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- 13) National Leadership Conference – National Leadership Conference informational packets will be distributed at the State Leadership Conference after the installation ceremony. We will go over additional information during our meeting on Saturday and in June. The state association will provide a \$300 stipend to help with conference registration expenses for each officer and a \$75 stipend for one adviser/chaperone per state officer. The stipends are mailed after successful completion of the national meeting. You will travel to Anaheim, CA with your chapter and room with your chapter members or other delegates — those arrangements are not made through the state office.
- 14) SEC Dress Requirements- Please see the SEC Dress Requirements document posted on the incoming state officer webpage. It is critical that you follow these guidelines.
- 15) A Slack dashboard has been created for Missouri FCCLA. You will be receiving an email asking you to join the team. You need to accept. Slack will allow you to view this via a phone or you can access it from your computer, but will be the main way I will communicate onsite and how you can connect with each other. Please install this app prior to your arrival. This is for officers and advisers.

Please feel free to contact me if you have any questions. Good luck to you as you prepare for the State Leadership Conference!

Sincerely,



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