



*Family, Career & Community Leaders of
America*

Missouri FCCLA

(573) 522-6543

TO: 2019-2020 Regional Presidents and Advisers

FROM: Donna Sharpe, State Adviser
Missouri Family, Career and Community Leaders of America

DATE: August 2019

As regional presidents and advisers, you hold an influential leadership role. Your efforts can help Missouri FCCLA to increase membership numbers and the number of active chapters.

During this past school year, there were over 9,900 Missouri members who benefited from the many opportunities of Family, Career and Community Leaders of America. We know there are more students who should have these opportunities. We encourage you to remain steadfast in your efforts to increase membership throughout the school year. Remember that state, regional and national dues are accepted until May 15.

Following are suggestions for helping FCCLA membership grow in your region:

1. The 2019-2020 membership campaign materials are designed to strengthen chapters and increase membership. Chapters can request to receive the membership kit through the national office.
2. Encourage chapters to participate in the “Show-Me 5!” Missouri membership campaign. Each chapter is encouraged to obtain five more members this year than last year. Chapters will be recognized at state leadership conference.
3. Remember that any student who has taken or is taking a course in family and consumer sciences education or occupational family and consumer sciences through grade 12 is eligible for membership. There are no requirements for members regarding length of enrollment in a family and consumer sciences program, minimum grade level, or minimum number of members for a chapter.
4. Make personal contacts with inactive chapters. Assist them in affiliating and becoming active. A list of chapters affiliated last year has been posted online. Check to see which schools in your region do not affiliate and try to contact them. Phone numbers for all schools can be found on the Department of Elementary and Secondary Education website – www.dese.mo.gov; click on “school directory.”
5. Remember that FCCLA chapters may be organized in any school offering family and consumer sciences instruction (public, private, career education and general programs).

DRESS CODE

The state level dress code remains the same. If a regional executive council wishes to modify the dress code for a regional event, please be sure that chapters are aware of the appropriate dress requirements. A copy of the dress code is posted at www.mofccla.org.

ELECTIONS INFORMATION

Advance preparations, as well as the actual regional screening and elections meeting, are very important to the proper functioning of the regions. Be sure each affiliated chapter understands the election procedures, qualifications, dues deadlines, etc.

Information regarding your responsibilities has been posted online: <http://www.mofccla.org/current-regional-presidents.html>. Please carefully review these guidelines since they are fairly inclusive of your responsibilities. Take special note of your screening and elections responsibilities. The election of officers will follow the (1) *National Bylaws revised July 2013*, (2) *State Bylaws revised 2017*, and (3) *Regional Bylaws revised to agree with the current national and state bylaws*. In accordance with the *State Bylaws*, procedures for the election of officers, as determined by the State Executive Council, have been posted online.

The officer candidate qualification forms are a part of the Missouri FCCLA website, located at www.mofccla.org. It will be the responsibility of the adviser and officer candidate(s) to review the qualifications and requirements for offices they are interested in. Candidates are responsible for completing the application and uploading all of the required documentation by the appropriate deadline.

The state can provide your region with a knowledge test and situational questions for each of the candidate positions. However, they must be requested. Please email the state office by December 1st to request this information be sent. It will be emailed to the adviser or other designated adult 2 business days prior to elections.

Please note: All regional officer candidates are required to take an FCCLA knowledge test. Those running for the state officer candidate position should receive a 70% in order to be elected. All other candidates do not have a minimum score requirement.

STATE OFFICER CANDIDATES

Each region is to elect a state officer. All State Officer Candidates will be interviewed by an elections committee during the State Leadership Conference. The elections committee will determine the candidates that will participate in the election at the State Leadership Conference. Candidates will be notified of necessary information and the time of the interview.

All state officers must look at the information posted on: <http://www.mofccla.org/incoming-state-officers.html>

REGIONAL SCREENING AND ELECTIONS

A sample letter has been posted online for use in your regional screening and elections mailing. Please take note of the pertinent information included in the sample letter and add any additional information relevant to your region.

It is very important that schools receive the regional screening and elections mailing well in advance of the screening and elections date. Mailings received late discourage chapters from participating in regional activities. Candidates need to have sufficient time to complete and submit the qualification form.

It will be necessary for you to mail your regional screening and elections packet to all chapters in your region and then only accept completed qualification forms from chapters affiliated at the regional, state, and national levels. You should not rely on the 2018-2019 affiliation information, as there may be new chapters who affiliated in the meantime, and they must also receive this information. After the deadline of **December 20**, a list of the chapters affiliated at the state, regional and national levels will be sent from the state office.

The regulations and qualifications for officer candidates are listed on the officer qualification forms. It is your responsibility to carefully check all of these regulations and qualifications. If there is a problem, you must make the appropriate contact before the candidate travels to regional screening. If you have any questions regarding the eligibility of a candidate, please contact the state adviser.

All regional presidents should see the information found at: <http://www.mofccla.org/current-regional-presidents.html>

BALLOTS

A sample ballot has been posted online and should be personalized for each regional screening.

2020-2021 REGIONAL EXECUTIVE COUNCIL DIRECTORY

Immediately following regional screening and elections, complete the electronic 2020-2021 Regional Executive Council Directory and upload using the electronic form. The link to this form can be found on the current regional presidents webpage. It is critical that this be submitted by **February 1, 2020**. With State Leadership Conference just around the corner, it is essential that all regional presidents submit these forms on time.

STATE LEADERSHIP CONFERENCE

State officer candidates and their advisers are required to attend the State Leadership Conference beginning Saturday, March 14, and ending on Tuesday, March 17. All candidates are required to take a FCCLA knowledge test and interview on Saturday evening at the designated time at Tan-Tar-A Resort. No exceptions!

2020 NATIONAL FCCLA LEADERSHIP CONFERENCE DELEGATES

The 2020 National FCCLA Leadership Conference will be held in Washington, D.C. July 5-9, 2020. It is very important that each region has a good representation at National FCCLA Leadership Conference. Participation in the National FCCLA Leadership Conference strengthens delegates' local chapters, regions and the state organization.

The following people are **required** to attend the 2020 National FCCLA Leadership Conference:

- State Officers
- National Officer Candidate(s)
- Adviser to the State Officers
- Adviser(s) to the National Officer Candidate(s)

Each and every member and adviser attending National Leadership Conference is expected to participate fully in all workshops, general sessions, and related conference activities.

Advisers choosing not to attend National Leadership Conference must arrange adult supervision for their students. The state office will not make those arrangements. Make sure students know to who they are to report.

Those desiring and able to attend National FCCLA Leadership Conference will be a member of the Missouri delegation. Let's do our best to see that as many Missouri delegates as possible participate in the National FCCLA Leadership Conference!

Additional National FCCLA Leadership Conference information (including a cost estimate) will be posted on the Missouri FCCLA website in January 2020.

The following items are posted online at www.mofccla.org.

2019-2020 Regional Affiliation Information (after December 20)

2020-2021 Regional Elections Procedures

2020-2021 Regional Executive Council Directory

Guidelines for FCCLA Regional Presidents and Advisers

Missouri FCCLA Dress Code

Officer Qualifications Forms

Sample Ballot

Sample Letter

Show Me 5! Challenge

Show Me Missouri in Teen Times