



**MISSOURI**  
STATE ASSOCIATION

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# **STUDY GUIDE**

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*Questions and Answers about FCCLA and Family Consumer Sciences  
for Regional, State and National Officer Candidates*

## FCCLA and Family Consumer Sciences Study Questions for Regional, State and National Officer Candidates

These questions reflect information found in the *Missouri Member Handbook*, *Missouri Regional Officer Handbook*, *Missouri State Bylaws*, *Regional Elections Procedures*, *The FCCLA Handbook to Ultimate Leadership*, *The Ultimate Officer Handbook & Training Manual*, *National FCCLA Website*, and *Missouri FCCLA Website*.

1. Who is the legal governing board of Family, Career and Community Leaders of America?

*The National Board of Directors. The board determines policy, oversees financial affairs, evaluates current programs and assists in long-range planning and organizational management. Members are both appointed and elected.*

2. Where is the national headquarters located?

*1910 Association Drive, Reston, Virginia*

3. Which two organizations endorse Family, Career and Community Leaders of America?

*U.S. Department of Education (Office of Vocational and Adult Education) and the American Association of Family and Consumer Sciences (AAFCS)*

4. How much are member national dues?

*\$9.00 per person*

5. What is the FCCLA tagline, and when was it introduced?

*“FCCLA: The Ultimate Leadership Experience” was introduced in 2003*

6. What are the four national FCCLA regions?

*North Atlantic, Southern, Central, Pacific*

7. Missouri is located in which region?

*Central*

8. What is the mission of FCCLA?

*To promote personal growth and leadership development through family and consumer sciences 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; and career preparation.*

9. How many national officers are elected?

*10*

10. What are the five basic components of an FCCLA chapter?

*Membership, adviser, leadership, meetings and projects*

11. Who is eligible to be a member of FCCLA?

*Any student who is taking or has taken a family and consumer sciences education course and who pays the appropriate membership dues, or is a part of a middle level or urban chapter affiliation program.*

12. What is FCCLA?

*Family, Career and Community Leaders of America, a dynamic and effective national student organization that helps young men and women become leaders and address important personal, family, work and societal issues through family and consumer sciences education.*

13. What is the planning process?

*A simple five-step method to help chapter members and advisors plan individual, group or chapter projects and activities*

14. What is a program of work?

*Chapter's plans for the year*

15. What is youth-centered leadership?

*Process through which youth members are responsible for planning, carrying out and evaluating chapter projects and activities*

16. What are the eight purposes of FCCLA?

- 1. To provide opportunities for personal development and preparation for adult life.*
- 2. To strengthen the function of the family as the 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 making decisions and for assuming responsibilities.*
- 7. To prepare for the multiple roles of men and women in today's society.*
- 8. To promote family and consumer sciences and related occupations.*

17. What are the 52 state associations?

*The 50 states, Puerto Rico and the Virgin Islands*

18. Who is the current executive director of FCCLA?

*Sandy Spavone*

19. What is the role of a chapter president?

*Presides over the class during project selection and planning. Appoints committees or members for specific jobs related to projects. Serves on the chapter executive council, if one exists.*

20. What is the role of the chapter vice-president?

*Assists the president in overseeing the work of project committees. Fills in when the president is absent.*

21. What is the role of the chapter secretary?

*Maintains written minutes of the decisions related to projects and activities. Works with president to complete a written Planning Process worksheet to be posted for member review.*

22. What is the role of the chapter treasurer?

*Collects and records all fundraising monies and dues. Maintains written records and receipts for all funds spent on chapter project(s).*

23. What are bylaws?

*Bylaws are the rules adopted by an organization for governing its activities.*

24. Name the four kinds of membership in FCCLA.

*Active, Alumni, Associate and Honorary*

25. How many members are needed to form a chapter?

*There is no minimum requirement.*

26. Can students in private schools be members of FCCLA?

*Yes, as long as they meet membership requirements.*

27. What are the three methods of voting?

*Voice votes, roll call, or ballot*

28. What is a Quorum?

*Minimum number of members that must be present to conduct the business of the meeting; usually a simple majority unless otherwise specified in the bylaws.*

29. How is FCCLA financed?

*FCCLA is a nonprofit organization funded primarily by membership dues.*

30. What do national dues support?

*Teen Times; The Adviser Newsletter; chapter mailings; national program development; chapter resources; leadership training; national promotion of the organization; membership processing and marketing; National Board of Directors and National Executive Council activities; fundraising and seeking corporate sponsors; operating expenses of the national headquarters and staff.*

31. What is affiliation?

*The process of formally joining FCCLA by paying membership dues.*

32. Who is eligible to use the names “Family, Career and Community Leaders of America” and “FCCLA”, as well as the emblem?

*Only affiliated (dues paying) members and chapters.*

33. What does the FCCLA emblem represent?

*The FCCLA emblem represents Family, Career and Community Leaders of America as a dynamic, active organization. The dominant collegiate lettering articulates a focus on education and student leadership. The swooping arch embodies an active organization that moves toward new arenas. The color of the emblem is one of the organizational colors – red.*

34. What are the official FCCLA colors and what do they represent?

*Red suggests strength, courage and determination – personal qualities leading to happiness through a positive self-image.*

*White symbolizes sincerity of purpose and integrity of action, qualities that will help individuals build a better tomorrow.*

35. What is the FCCLA flower and what does it represent?

*The red rose represents the organization because it gives joy through its beauty and fragrance. It symbolizes a desire for beauty in everyday living.*

36. What is the FCCLA motto?

*A motto is a short expression of an organization’s guiding principles – a phrase that is appropriate to or indicates its character. The FCCLA motto is Toward New Horizons.*

37. Repeat the creed.

*We are the Family, Career and Community Leaders of America.  
We face the future with warm courage and high hope.*

*For we have the clear consciousness of seeking old and precious values.  
For we are the builders of home,  
Home for America's future,  
Homes where living will be the expression of everything that is good and fair,  
Homes where truth and love and security and faith will be realities, not dreams.*

*We are the Family, Career and Community Leaders of America.  
We face the future with warm courage and high hope.*

38. What is the standard FCCLA Opening Ceremony?

*President: Gives a rap with the gavel, signaling the officers and members to stand and then begins the meeting by stating, "We are the members of Family, Career and Community Leaders of America. Our mission is to promote personal growth and leadership development through Family and Consumer Sciences Education."*

*Officers: "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, and career preparation."*

*Members: "As we work toward the accomplishment of our goals, we learn cooperation, take responsibility, develop leadership, and give service."*

*President: "This meeting of the \_\_\_\_\_ Chapter of Family, Career and Community Leaders of America is now in session. You may be seated." (Raps gavel)*

39. What is the standard FCCLA Closing Ceremony?

*President: "Members, please stand. FCCLA members, we are challenged to accept the responsibility of making decisions that affect our lives today and the world of tomorrow. Let us repeat our creed."*

*Members: "We are the Family, Career and Community Leaders of America.  
We face the future with warm courage and high hope.  
For we have the clear consciousness of seeking old and precious values.  
For we are the builders of home,  
Home for America's future,  
Homes where living will be the expression of everything that is good and fair,  
Homes where truth and love and security and faith will be realities, not dreams.  
We are the Family, Career and Community Leaders of America.  
We face the future with warm courage and high hope."*

*President: "This meeting of the \_\_\_\_\_ Chapter of Family, Career and Community Leaders of America is not adjourned." (Raps gavel)*

40. Where should the FCCLA emblem be worn?

*Wear the emblem over the heart or on a jacket pocket.*

41. Where should the pin be worn?

*The pin is worn over the heart. Members, advisers, honorary members, Alumni & Associate member and chapter parents may wear the pin.*

42. Who is considered one of the most influential leaders in the founding of Future Homemakers of America?

*Edna P. Amidon, an educator and promoter of home economics education. She served as the organization's first board chair.*

43. Who was the first national adviser?

*Dr. Hazel Frost*

44. What was the amount of the first dues in 1945?

*10 cents*

45. When and where was Future Homemakers of America founded?

*June 1945 in Chicago, Illinois*

46. What is the name of the organization's magazine, and when was it first published?

*Teen Times was first published in 1945.*

47. The first national convention was held where and when?

*July 1948, in Kansas City, MO*

48. How many students are involved in FCCLA?

*More than 182,000 chapter members in more than 5,200 local chapters. Over nine million youth have been involved in the organization since its founding in 1945.*

49. What is the organization's central focus?

*The family*

50. When did the Future Homemakers of America and the New Homemakers of America merge?

*July 1965*

51. When were HERO (Home Economics Related Occupations) chapters founded?

*1971*

52. STAR Events began in what year?

*1983*

53. When and where was the name of the organization changed to Family, Career and Community Leaders of America?

*July 1999; Boston, MA*

54. Why did FHA/HERO change its name to FCCLA?

*FCCLA reflects our Mission. It emphasizes the leadership qualities that set our members apart from other young people*



55. Missouri was chartered as a state association in what year?

*April 1946, Missouri is the 29th chartered state association*

56. Involvement in FCCLA offers members the opportunity to expand their leadership potential and develop skills for life. What are skills for life?

*Planning, goal setting, problem solving, decision making and interpersonal communication – necessary in the home and workplace.*

57. What is an integrated chapter?

*A chapter whose activities are an integral part of FCS classes. Students develop and carry out chapter projects that meet both course standards and FCCLA program requirements. FCCLA is designed to be an intra-curricular organization, an integral part of the instructional program.*

58. What qualifications are needed to be a chapter adviser?

*Must be a certified family and consumer sciences educator.*

59. What is the amount of state dues?

*\$2.00 per person*

60. Who is eligible for Alumni & Associates membership?

*Former FCCLA, FHA (Future Homemakers of America), NHA (New Homemakers of America), HERO members, and individuals who share the goals and purposes of Family, Career and Community Leaders of America.*

61. By what procedure are all meetings to be conducted?

*Parliamentary Procedure, using Robert's Rules of Order*

62. What is the URL address for the National FCCLA website?

*[www.fcclainc.org](http://www.fcclainc.org)*

63. What is the URL address for the Missouri FCCLA website?

*[www.mofccla.org](http://www.mofccla.org)*

64. How many issues of *Teen Times* are published each year?

*Four (1 print edition and 3 electronic issues)*

65. Who is the administrative body/sponsor of the Missouri Association FCCLA?

*Family Consumer Sciences and Human Services Section, Missouri Department of Elementary and Secondary Education*

66. Where is the state FCCLA office located?

*Jefferson City, Missouri, within the Missouri Department of Elementary and Secondary Education*

67. How many regions are in Missouri?

*14*

68. What is the term of a State Executive Council Member?

*One year*

69. How is the number of State Vice Presidents determined?

*One from each of the 14 regions*

70. What officer positions are determined as the result of a statewide election?

*State President, State 1st Vice President, National Officer Candidates*

71. Name two “Missouri Only” activities?

*The Legislative Shadowing Project and Fall Leadership Conference*

72. What are the “Missouri Only” STAR Events?

*FCCLA Knowledge and Toward New Horizons*

73. What is the meaning of the acronym STAR in STAR Events?

*Students Taking Action with Recognition*

74. How many STAR Events are available to members?

*32 National Events, and 2 state only events, total 34*

75. What competitive events are available to FCCLA members?

*Skill Demonstration Events, FCCLA/LifeSmarts Knowledge Bowl, FCCLA/Knowledge Matters Simulation and STAR Events*

76. Name the five steps of the Planning Process.

*Identify Concerns, Set a Goal, Form a Plan, Act, and Follow Up*

77. Name the Adviser Recognition Programs available.

*Master Adviser, Adviser Mentor, Adviser Academy, Years of Service, Spirit of Advising and Missouri Excellence in Advising Award*

78. What is peer education?

*A method of education where teens teach teens – their peers*

79. What are all 8 national programs?

*Career Connection, FACTS, Families First, Student Body, Financial Fitness, Community Service, Power of One, and Stand Up.*

80. What is Career Connection?

*A peer education program that helps members learn more about themselves, the workplace, and careers so that they can put themselves on the pathway to future success*

81. Name the four units of Career Connection.

*My Skills, My Life, My Career, and My Path*

82. What national program guides students to develop, plan, carry out and evaluate projects that improve the quality of life in their communities?

*Community Service*

83. What are the 3 units of the Community Service program?

*Learn, Lead, Serve*

84. What is the meaning of the acronym FACTS?

*Families Acting for Community Traffic Safety*

85. What is the FACTS program?

*A peer education program that gives members the information and incentives they need to build an understanding of what it means to drive safely, both today and in the future.*

86. Name the three topic areas of FACTS.

*People, Vehicles, and Roads*

87. What is Families First?

*A peer education program where members gain a better understanding of how families work and learn skills to become strong family members.*

88. What are the five units of Families First?

*Families Today, You-Me-Us, Balancing Family and Career, Meet the Challenge, Parent Practice*

89. What is Financial Fitness?

*A peer education program that engages members in teaching one another how to earn, spend, save and protect money wisely.*

90. Name the four Financial Fitness units.

*Earning, Spending, Saving, and Protecting*

91. What is Student Body?

*A peer education program that helps members learn to make informed, responsible choices for their physical and mental health*

92. Name the four topic areas of Student Body.

*The Healthy You, The Fit You, The Real You, and The Resilient You.*

93. What is Stand Up?

*A education program that guides members to develop, plan, carry out, and evaluate advocacy activities to improve the quality of life in their communities*

94. What are the three units of the Stand Up program?

*Assess, Educate, Advocate*

95. What is Power of One?

*A program that helps members to find and use their personal power by setting their own goals, working to achieve them, and enjoying the results.*

96. What are the 5 units of Power of One?

*A Better You, Family Ties, Working on Working, Take the Lead, and Speak Out for FCCLA*

97. Who is eligible for full scholarships in the Japanese Exchange Program?

*Members in their sophomore and junior years of high school*

98. Name the two partners of the Japanese Exchange scholarship

*Kikkoman Corporation and Youth for Understanding USA*

99. Which national meeting is held each fall?

*National Fall Conference*

100. What are the two awards given in recognition of exemplary public relations efforts?

*National Outstanding Media Award and the National Chapter Public Relations Award*

101. What are the 3 R's of Membership?

*Recruit, Retain, Recognize*

102. What is the membership activity for new FCCLA members?

*Step One*

103. What are the five essential elements of a chapter's public relations plan?

*Message, Audience, Purpose, Method, and Feedback*

104. What are the objectives of the Capitol Leadership Training?

*FCCLA members and advisers will have the opportunity to participate in public policy development and advocacy training; develop a state and local advocacy plan; meet with members of Congress and Federal officials; and have the opportunity to explore the nation's Capitol.*

105. According to Robert's Rules of Order, what are four basic ideas of parliamentary law?

1. *Courtesy and justice for all*
2. *One item of business at a time*
3. *The minority must be heard*
4. *The majority must prevail*

106. What organization is FCCLA currently partnering with for the National Outreach Project?

*Lead4Change*

107. What is the name of the professional organization for Missouri Family and Consumer Sciences teachers?

*MoEFCS – Missouri Educators of Family and Consumer Sciences*

108. What benefits are provided to Missouri members because we organize by region?

*Develop leadership skills through regional officers; increase leadership opportunities for all chapter members; elect the regional executive council, including the state officer candidate; provide an update from the national and state levels; give recognition to members and advisers beyond the local level; develop a sense of unity among all chapters in the region; encourage greater parent involvement in FCCLA activities; participate in STAR events; and share ideas, make friends, have new experiences, and have fun.*

109. What is the minimum number of regional officers required and what are the titles?

*6; President, Vice-President, Secretary, Treasurer, Reporter, Parliamentarian*

110. What is the maximum number of regional officers allowed?

*13 including the state officer candidate*

111. According to Robert's Rules of Order, what does the term amendment mean?

*A change in or addition to the main motion*

112. According to Robert's Rules of Order, what does the term debate mean?

*Discussion for or against the motion*

113. According to Robert's Rules of Order, what is the phrase used to propose a motion?

*"I move...."*

114. According to Robert's Rules of Order, what does the term majority mean?

*Over half of the votes cast; sometimes called simple majority, which is 50 percent plus one (1)*

115. What is the purpose of the Missouri Star Chapters program?

*To give recognition to those chapters whose membership represents a significant percentage of the entire family and consumer sciences education program enrollment.*

116. Who is eligible to participate in the Missouri Legislative Shadowing Program?

*Juniors and Seniors in high school and current State Executive Council members.*