



## 2023-2024 Adviser Manual

### New & Updated Item Summary

Please note that the items listed here are a summary of the major changes to this year's *Michigan FCCLA Adviser Manual*. Several other areas that are not listed here have been updated and clarified. Please read the entire Adviser Manual for complete information.

- The **Fall Leadership Conference (FLC)** will be held at Western Michigan University in Kalamazoo on November 10, 2023. Optional polo shirts will be available to pre-purchase at a special rate; you must order them for all of your chapter's attendees by the early registration deadline of October 13. See pages 17-18 for more information.
- The date for the **State Leadership Conference (SLC)** will be announced in the fall.
- The deadline to increase your membership and earn the **Gimme Five! Award** has changed to November 30th.
- All conference participants must be submitted members of FCCLA.
- We have added a new policy this year; **Health and Safety of our Members**. Please take the time to review it on page 16.
- The State Executive Council has recommended changes to the **5 Star Chapter Award**. The New Michigan FCCLA Outstanding Chapter program will be unveiled at the Fall Leadership Conference.
- The **State Community Service Activity** has been revitalized as the State Service Initiative. See page 12 for more information
- The **Chapter Challenge** and **Safe Driving Pledge** have been re-imagined as an activity to take place at the State Leadership Conference; no work is required of chapters prior to SLC. More information will be in future email updates.
- FCCLA has brand new offerings for students in the Education and Training pathway. Please see the enclosed **Teaching Strategies Guidelines**, which Michigan FCCLA has been invited to pilot for the National FCCLA office.
- The **Michigan STAR events** are being updated and will be released prior to the FLC.
- The **State Executive Council Newsletter** has returned and will be released this fall and spring, electronically and on social media!
- We are excited to relaunch the **Alumni Division** this year! Membership dues will be \$ 20 per year for any interested alumni from your schools. Recruiting alumni will count toward the new Michigan FCCLA Outstanding Chapter award and all funds go directly back to programming for Michigan FCCLA members. Please direct alumni inquiries to [info@mifccla.org](mailto:info@mifccla.org)

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**Michigan STAR Events**

**We are currently re-evaluating the Michigan STAR Events. We will post the guidelines and rubrics on our website once they are ready.**

**National STAR Events**

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Michigan FCCLA is committed to creating and maintaining a healthy and respectful environment for all. Our philosophy is to ensure all members, regardless of race, color, religion, sex, national origin, age, disability, sexual orientation, or socio-economic status, are treated equally and respectfully. Any behavior in the form of discrimination, harassment or bullying will not be tolerated. It is the responsibility of all members to uphold and contribute to this climate.

**FCCLA<sup>®</sup>**

**MICHIGAN**

**General  
Information**

*Note: All deadlines are when materials are to be received, not postmarked.*

|             |  |
|-------------|--|
| October 3   | <b>Registration Deadline:</b> New Adviser In-Service   |
| October 10  | New Adviser In-Service, <i>Eastern Michigan University, Ypsilanti</i>  |
| October 13  | <b>Early Registration &amp; Polo Pre-Order Deadline:</b> Michigan Fall Leadership Conference   |
| October 13  | <b>Regular &amp; Final Registration Deadline:</b> Michigan Fall Leadership Conference  |
| November 10 | <b>Payment Deadline:</b> Michigan Fall Leadership Conference   |
| November 10 | Michigan Fall Leadership Conference, <i>Western Michigan University, Kalamazoo</i>   |
| November 30 | <b>Deadline: Items Due to National FCCLA</b> <ul style="list-style-type: none"><li>• Affiliations at the Traditional rate must be submitted through the FCCLA Affiliation System to receive the \$19.00 rate. <i>Beginning December 1, the Traditional rate dues are \$29.00</i></li><li>• Affiliations must be submitted through the FCCLA Affiliation System for chapter to be eligible for Michigan Gimme 5! membership recognition</li></ul> |

## **Chapter Adviser Summit**

January 25-27, 2024 • Seattle, Washington


*The FCCLA Chapter Adviser Summit (CAS) provides professional development opportunities designed specifically for Family and Consumer Sciences education teachers looking to excel in the classroom and in FCCLA.*

For more information visit <https://fcclainc.org/attend/chapter-adviser-summit>

|                  |  |
|------------------|--|
| January 25-27    | Chapter Adviser Summit, <i>Seattle, Washington</i>   |
| February         | CTE Month  |
| February 1       | <p><b>Deadline: Items due to Michigan FCCLA</b></p> <ul style="list-style-type: none"> <li>• State Executive Council applications due</li> <li>• Go for the Red applications due for recognition at SLC</li> <li>• Community Service Hours due for recognition at SLC</li> <li>• 100% Membership application due for recognition at SLC</li> <li>• Outstanding Chapter applications due</li> <li>• Outstanding Administrator Award nomination due</li> <li>• Spirit of Advising Award applications due</li> <li>• Alumni Achievement Award applications due</li> </ul>   |
| February 12-16   | FCCLA Week   |
| February TBA     | <p><b>Deadline: Items due to Michigan FCCLA</b></p> <ul style="list-style-type: none"> <li>• State Leadership Conference Registration due</li> </ul> <p><b>Deadline: Item due to Hotel</b></p> <ul style="list-style-type: none"> <li>• State Leadership Conference Housing Form due to Hotel</li> <li>• State Leadership Conference Payment due to Hotel</li> </ul>   |
| February TBA     | <p><b>Deadline: Items due to Michigan FCCLA</b></p> <ul style="list-style-type: none"> <li>• State Leadership Conference Payment due</li> <li>• Cancellation form due for partial refunds for State Conference</li> </ul>  |
| March TBA        | <p><b>Deadline: Items due to National FCCLA</b></p> <ul style="list-style-type: none"> <li>• Power of One student names due through the FCCLA Affiliation System</li> <li>• National Program Award applications due to National FCCLA</li> <li>• Safe Rides - Save Lives PSA Contest entries due to National FCCLA</li> <li>• Scholarship applications due to National FCCLA</li> <li>• Dues must be received by National FCCLA for participants to be eligible to compete in STAR Events and Power of One at the State Leadership Conference</li> </ul> <p><b>Deadline: Item due to MIFCS</b></p> <ul style="list-style-type: none"> <li>• MIFCS Scholarship application due to MIFCS representative</li> </ul> |
| TBA              | State Leadership Conference, <i>to be announced</i>  |
| April 1          | Honorary Membership Applications due to the National FCCLA office  |
| May 1            | <b>Deadline:</b> Blazer Rental Forms to Michigan FCCLA   |
| June 1           | <b>Deadline:</b> Blazer Rental Payment to Michigan FCCLA   |
| June 29 - July 3 | National Leadership Conference, <i>Seattle, Washington</i>   |
| August 1         | <b>Deadline:</b> Return Blazer Rentals to Michigan FCCLA   |



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The State Executive Council is the highest individual leadership opportunity offered by Michigan FCCLA. The State Executive Council serves as the youth face of the organization and facilitates programming at all state events. They also receive special training opportunities and represent the organization to sponsors, partners and government.

We are always looking for dedicated, passionate students to fulfill this prestigious opportunity. If you have a student who you think would be qualified for office, we highly encourage you to support their candidacy. Having a State Officer is an excellent way to boost your chapter's progress and morale, and stay more closely connected to state programming. It is a tremendous honor for the student, the chapter and the school district.

The 2024-2025 Candidate Application will be released in December. Following submission of the application, interested students will sit for a virtual interview. Upon completion of the application, interview, and a review by the state office, they will become eligible candidates.

Candidates must attend the State Leadership Conference to be considered. Attendance at the Fall Leadership Conference is highly recommended.

Here are three things interested candidates can do before the application comes out to prepare to run for office:

1. Make sure you're following all of Michigan FCCLA and National FCCLA's social media to stay informed about what's happening in our state and across the country.
2. Go on National FCCLA's website and read about FCCLA's fundraising partners and national programs to learn more about the background of the organization.
3. Engage with Michigan FCCLA's social media posts and programs throughout the year, like member/chapter of the month submissions to become an active and connected member of the Michigan FCCLA community.

Any questions can be directed to [info@mifccla.org](mailto:info@mifccla.org) Students may also email a current State Officer to learn more about the experience!

1. Several membership options are available:
  - \$ 19 per member at the Traditional rate, if affiliated online by November 30th. On December 1st, the Traditional membership price increases to \$29.00 per member. **All chapters must have paid affiliations for at least one (1) adviser and twelve (12) student members at the Traditional rate.** *If your chapter has opted for the Traditional rate, and have any new students in your second semester/ trimester, we offer a rebate for the increased membership rate. Contact the state office for more details and the application form.*
  - \$ 1200 for the Unlimited Membership Package rate
  - \$ 600 for the Up to 25 Member Package rate
  - \$ 450 for the Middle Level Unlimited Package rate for students grade 9 and below
2. Each school will affiliate online <https://affiliation.registermychapter.com/fccla#> through the FCCLA Portal.
3. **Membership must be submitted in the online portal by November 30th for the chapter to be eligible for the Michigan Gimme 5! Award program.**
4. **NEW FOR 2023-2024:** All conference participants must be submitted members of FCCLA.
5. Invoices may be obtained after submitting your membership and clicking on the Invoice tab of the membership portal.
6. Once membership has been submitted, the chapter is responsible for payment for the number of members submitted (the amount due on the roster).
7. Per National FCCLA Board Policy, any changes to invoices (including duplicated members or mistakes) must be submitted within 30 days of the invoice creation date. After 30 days, no changes are allowed, and must be paid in full.
8. Once submitted, State and National membership fees are non-transferable and non-refundable.
9. If an individual registered for membership drops out of your class after their membership has been submitted, the chapter is still responsible to pay the membership rate due on the invoice.





Each Michigan FCCLA chapter that increases their membership by five or more members will receive:

- Plaque awarded at the State Leadership Conference
- Recognition on Michigan FCCLA's website

If your chapter has 5 or more members than last year, you'll be recognized automatically!

*If you're a new chapter or had less than the 12 minimum number of members last year, then you will need to reach 17 members this year.*

It's that simple.

All submitted and PAID chapter members on November 30th will count towards the award.

Deadline:

November 30th

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## 100% Membership

100% Membership Chapters who affiliate every member of their CTE program may apply for this recognition.

Deadline:

February 1st

The form will be found on the Michigan FCCLA website and is due by February 1st.



Michigan Deadline:

February 1st

Michigan FCCLA will recognize members and chapters who submit an application for the National FCCLA Go For the Red Campaign.

The application opens on October 1, 2023.

Applications must be submitted by February 1st to be eligible for recognition at the Michigan FCCLA State Leadership Conference

**Members:**

Any member who recruits 3 or more members and submits an application to National FCCLA by February 1st will be recognized.

**Chapters:**

Chapters that increase their members by 10 (bronze), 15 (silver), or 20 (gold) members from the previous year can apply for the chapter award.

For more information, please visit [fclclainc.org/join/go-red](https://fclclainc.org/join/go-red)

The Michigan FCCLA State Executive Council is looking to give our Michigan chapters recognition. We know all the hard work that chapters do, and we want to make sure that you have a chance to show off your leadership skills and be recognized for it.

The State Executive Council will review the submitted applications and determine the winner of the Chapter of the Month and Member of the Month awards.

**Chapter of the Month submissions will be evaluated on the following:**

- Your reasons why you believe your Chapter deserves the award
- The impacts your chapter has made on your school and or community
- If your chapter has promoted FCCLA in any way, and if so, how?

**Member of the Month submissions will be evaluated on the following:**

- Your reasons why you (or someone else) deserves the award
- The impacts you/they have made on their school and or community
- If you/they have promoted FCCLA in any way, and if, so how?

All applications are due by the first day of the following month from September to February:

September - due October 1st  
October - due November 1st  
November - due December 1st  
December - due January 1st  
January - due February 1st  
February - due March 1st

*If your chapter is named Chapter of the Month, you will not be able to submit during a different month.*

*If one of your chapter members wins Member of the Month, they are not allowed to be submitted again during a different month.*

**The link to the online applications can be found on the  
Forms page of our website under Awards & Programs**

<http://mifccla.org/advisers/forms.html>

The following dress code has been developed for all students, advisers, alumni, and guests attending **any** Michigan FCCLA activity.

One of FCCLA's primary goals is to prepare its members to enter the workforce, which includes how to dress properly in employment situations. Delegates at every activity are always representing Michigan FCCLA; therefore, it is necessary for delegates to be in appropriate attire at all times. It is important to remember that evaluators, sponsors, and vendors develop an impression of Michigan FCCLA based on its members' appearance and conduct at these conferences.

## **General Sessions/STAR Event Competition/Workshops/Banquet**

Dress should follow the standard FCCLA dress code (preferred) or business professional attire.

Tops: Official FCCLA blazer is encouraged, but not required for Michigan Conferences\*  
Sport coat/suit jacket is optional  
Dress shirt/blouse, Polo shirt, or professional sweater (either short or long sleeves)  
Tie (neck/bow) or scarf  
Shirt should be red, black, or white if possible

Bottoms: Dress pants, skirts/dresses (professional length)

Shoes: Dress shoes, flats, or heels

## **Not Acceptable for Any Attendees at Anytime During Conferences**

- Denim, flannel, or chambray fabric clothing of any kind
- Athletic wear, including tank tops, sweatpants, sweatshirts, and athletic shoes
- Clothing with graphic designs/printing that is suggestive/obscene/promotes illegal substances
- Cargo pants
- Shorts
- Skirts and dresses (unprofessional length of shorter than 2 inches above the knee)
- Backless, see-through, tight-fitting, spaghetti straps, strapless, low-cut blouses/tops/dresses
- Spandex, midriff tops and bathing suits
- Flip flops
- Hats (when indoors)
- Night wear (pajamas) should **NOT** be worn outside of your hotel room
- **New for 2023-2024:** FCCLA no longer allows costumes for competition. Competitors must follow the dress code.

\*A FCCLA blazer from the official supplier is required for all students during the National Leadership Conference sessions, exhibits, workshops, and STAR Event competition. Refer to the National Leadership Conference dress code for more details.

Wearing a red FCCLA blazer is required at the National Leadership Conference for students during all sessions, workshops, and STAR events. Michigan FCCLA offers a blazer rental program.

Blazers may be checked out for the entire year. They will be shipped once the form is received.

For the National Leadership Conference, the rental form is due by May 1, and payment is due June 1.

Rented blazers are to be returned to us by August 31. Dry cleaning before returning is not necessary, we will have blazers dry cleaned when they are returned.

**If we do not have the blazer size in our rental closet, you will need to either choose the next closest size, or purchase the blazer yourself from the Twin Hill store.** To order, visit <https://fccla.twinhillstore.com/> and use your chapter ID as your UserID and then welcome1 as your temporary password. If you have questions, please contact Twin Hill Customer Service at 1-888-206-0699.

School: \_\_\_\_\_

Adviser: \_\_\_\_\_

Ship to Address (no P.O. Box Numbers): \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Email address that you will check during the summer: \_\_\_\_\_

Daytime phone number: \_\_\_\_\_

**Chapters are responsible for paying for a replacement for any lost or damaged blazers.**

Adviser's Signature: \_\_\_\_\_

Refer to the Fit Guide at <https://www.twinhill.com/FCCLA/FitGuide/FitGuide.jsp>

**Men's sizes available in our rental closet** - please circle the size(s) needed

Regular 32 34 36 38 40 42 44 46 50 52 54  
 Long 40 42 48 50  
 Short 36

**Women's sizes available in our rental closet** - please circle the size(s) needed

Regular 0 2 4 6 8 10 12 14 16 18 20 22 24 28  
 Tall 8 10 12  
 Petite 4 14

Number of Blazers \_\_\_\_\_ x \$30.00 each = \_\_\_\_\_ **Balance Due**

Send to: Orders can be scanned and emailed to: [info@mifccla.org](mailto:info@mifccla.org)

**All blazers must be returned no later than August 31st**

Your assistance is needed to improve Michigan FCCLA's student recognition program.

Our goal is to establish sponsors for all competitive events that are conducted at our annual State Leadership Conference.

### **Gold Sponsor - \$2,000**

Benefits – Up to a 30 second video opportunity at the State Leadership Conference opening ceremony; recognition in statewide newsletter; up to four banners\* at the State Leadership Conference; one exhibitor table at the State Leadership Conference; listed in sponsor credits at the State Leadership Conference awards ceremony; listed on sponsor web page at [www.mifccla.org](http://www.mifccla.org).

### **Silver Sponsor - \$1,000**

Benefits – Up to three banners\* at the State Conference; one exhibitor table at the State Leadership Conference; listed in sponsor credits at the State Leadership Conference awards ceremony; listed on sponsor web page at [www.mifccla.org](http://www.mifccla.org).

### **Bronze Sponsor - \$500.00**

Benefits – Up to two banners\* at the State Leadership Conference; one exhibitor table at the State Leadership Conference; listed in sponsor credits at the State Leadership Conference awards ceremony; listed on sponsor web page at [www.mifccla.org](http://www.mifccla.org).

### **Event Sponsor - \$250.00**

Benefits – One banner\* at the State Leadership Conference; listed in sponsor credits at the State Leadership Conference awards ceremony; listed on sponsor web page at [www.mifccla.org](http://www.mifccla.org).

*\*Banners are to be provided by the sponsor.*

Donations to Michigan FCCLA are made to a 501(c)(3) educational association.

**YES! I want to help Michigan FCCLA grow!**



**MICHIGAN**  
STATE ASSOCIATION



Please designate my contribution to go toward the following:

- Event Co-Sponsorship - Event Name: \_\_\_\_\_
- Michigan FCCLA's Endowment
- Other

**Total Contribution** \_\_\_\_\_

Donor's Information:

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State Zip \_\_\_\_\_

Phone Number \_\_\_\_\_

Contribution/Sponsorship should be in the name of/in memorial of/in tribute to: if applicable

\_\_\_\_\_

If this is a personal contribution, will you or your spouse's company match this contribution?

- No
- Yes - Company Name: \_\_\_\_\_

**Please enclose a check Payable to Eastern Michigan University**

*A receipt will be issued by the Eastern Michigan University Foundation Development Office for your State Tax Credit personal contributions.*

*Michigan FCCLA, Eastern Michigan University, Ypsilanti, MI 48197  
phone (734) 487-8657 <http://mifccla.org>*



National FCCLA has taken steps to alleviate the funding needs of chapters and provide opportunities for financial access to members and chapters. Michigan FCCLA highly encourages all chapters to take advantage of these opportunities, to provide program access to more students.

## **Ultimate Leadership Fund**

### **FCCLA's campaign to grow and support the needs of local members and chapters**

#### **Affiliation Support Grants**

##### **Who Can Apply:**

Chapter advisers can submit an affiliation support grant. To submit a grant application for affiliation support, the chapter adviser must have the approval and support of the proper school administration.

##### **Where To Apply:**

Please visit the FCCLA portal to apply. Once logged in, click the "Surveys / Applications" tab and the "Ultimate Leadership Fund Grants" drop-down to begin the application process.

##### **Notification of Grant:**

A member of FCCLA national staff will reach out to you should your chapter affiliation support grant application be accepted. Chapter affiliation support grants will be awarded first-come-first-serve until all funds have been disbursed.

*Notice: Applications are reviewed on a bi-weekly basis.*

#### **Chapter or Individual Grants**

##### **Who Can Apply:**

Any member or chapter looking to make an impact in the lives of the students around them is encouraged to complete an application in the FCCLA Portal.

##### **How Are Applications Selected:**

All requests will be reviewed by the current National Executive Council for the strongest potential to impact students, schools, communities, and/or states. Please note that requests for conference/meeting registration funding will not be accepted or approved.

##### **How Much Can Be Awarded:**

Resources will be awarded as available and will not exceed \$1,000 per chapter.

##### **When Will Grants Be Awarded:**

Applications are accepted and reviewed on an ongoing basis.

##### **How To Apply:**

The grant application can be found in the FCCLA Portal under the Surveys and Applications tab: Ultimate Leadership Fund Grants (ULF), Chapter & Individual Grants.

## **We Help Two**

We Help Two provides FCCLA members, chapters, and state associations with both a fundraising and community service opportunity.

We Help Two was founded on the belief that fundraising can be done in a way that benefits two causes. Through their unique fundraising method, FCCLA members will not only raise funds for their cause but also impact their local community through the local sock donation program at no additional cost!

Individual members and chapters can select the funds they raise to be donated to a cause of their choice or can be used to support themselves. You can also choose a "Best of Both" option and divide the funds raised between your fundraiser and the annual We Help Two service project. This year's annual service project is the Clubfoot Repair program. You can learn more about that We Help Two here: <https://fcclainc.org/engage/fundraising-and-grants/we-help-two>

## **Funds2Orgs**

FCCLA is proud to partner with Funds2Orgs as an official fundraising partner, empowering chapters across the nation with an innovative fundraising solution that combines social impact and financial success. Together, we are making a difference in communities both at home and abroad through shoe drive fundraisers and support for micro-entrepreneurs in developing nations.

## **How it Works**

The best part about this fundraising opportunity is that it's completely FREE for chapters and members. Funds2Orgs provides all the necessary resources for a successful campaign. Here's how it works:

1. Sign up to receive more information and schedule a conversation with the Funds2Orgs team to discuss when you'd like to kick off your drive.
2. Funds2Orgs fundraising coaches will guide you through the entire shoe drive fundraiser, ensuring your chapter's success.
3. Following a planning call, you'll receive a Welcome Kit packed with collection materials, marketing templates, and more to jumpstart your campaign.
4. Customize your promotion materials and social media posts with the support of Funds2Orgs to create an engaging and impactful outreach.
5. Collect gently worn, used, and new shoes from your school and community, generating momentum for your cause.
6. Once Funds2Orgs picks up the shoes, you can expect to receive a check within two days of receipt and processing!

Join us in this incredible fundraising journey with Funds2Orgs and make a meaningful difference while raising funds for your chapter. Together, we can create a brighter future for communities around the world.

For more information: <https://fcclainc.org/engage/fundraising-and-grants/funds2orgs>

The State Executive Council is encouraging all members to give back to their community and be recognized for their efforts!

**How do members participate?**

Affiliated members can submit service hours via the student portal on the National FCCLA website:

1. Go to [fcclainc.org](http://fcclainc.org) and click on student login under "Login" in the top right.
2. Click on "My Journey" then "My Service" and submit the service hours.

This can be done unlimited number of times!

**Who will be recognized?**

Michigan FCCLA will recognize the top 3 individuals and top 3 chapters with the most service hours logged in the portal.

**When is the deadline?**

The hours must be logged by February 1st to be eligible for SLC recognition.

*Chapter hours will be calculated by combining all hours submitted by students from that chapter.*

FCCLA offers national recognition to chapters and individual members who complete projects for National Programs. This honor includes cash awards up to \$1,000 (*no cash prize for the Power of One program*) and/or special recognition at the National Leadership Conference, online, and on FCCLA Social Media.

- High School Award - \$1,000
- Middle School Award - \$1,000
- Runner-Up Award - \$500

## HOW TO APPLY

- Learn more at <https://fcclainc.org/engage/national-programs/awards-contests>
- Apply online through the FCCLA portal by March 1

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

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Empowered by FACTS and sponsored by The National Road Safety Foundation (NRSF), FCCLA is proud to offer the Safe Rides - Save Lives PSA Contest! This initiative is an excellent opportunity for FCCLA members to display their creativity and advocacy as they encourage their peers to make safe choices on the road.

- **First Place:** One (1) first-place winning participant (or team) will receive a \$3,500 cash prize, and the opportunity to work with an award-winning production team to create their student-developed PSA into a professional PSA. FCCLA and NRSF will use the winning submission in national PSA outreach opportunities.
- **Second Place:** One (1) second-place winning participant (or team) will receive a \$1,000 cash prize.
- **Third Place:** One (1) third-place winning participant (or team) will receive a \$500 cash prize.



Entries must be submitted by March 1, 2024, at 11:59 PM ET.

Learn more at <https://fcclainc.org/engage/national-programs/awards-contests>



Power of One helps students find and use their personal power. Members set their own goals, work to achieve them, and enjoy the results. The skills members learn in Power of One help them now and in the future in school, with friends and family, in their future at college, and on the job.

Have you ever thought about a special goal? Maybe you would like to develop better study habits, cope with a physical challenge, get along with a sibling, improve job skills, become a leader – or any other personal goal. Power of One is for You! **You** select the goals most important to you, then create a plan of action to meet them. Give yourself the power to make a positive change in your families, careers, and communities, one goal at a time.

Plus, you can earn recognition from your local chapter, Michigan, AND National FCCLA!

**Power of One gives youth the POWER to fulfill their dreams by creating self-directed projects that focus on:**

- A Better You – Improve personal traits
- Family Ties – Get along better with family members
- Working on Working – Explore work options, prepare for a career, or sharpen skills useful in business
- Take the Lead – Develop leadership qualities
- Speak Out for FCCLA – Tell others about positive experiences in FCCLA

**Student names must be submitted online through the affiliation portal before March 1st at 5:00 p.m. to receive state and national recognition.**

*All Power of One participants must be paid members of FCCLA by March 1. Dues must be received, not postmarked, by that date.*

Michigan FCCLA relies on registration fees to be paid when registration forms are submitted, so proper cash flow is available to pay our bills on time and without late fees being assessed to our association.

Michigan FCCLA accepts payments in the form of check, money order, and credit cards (American Express, Visa, MasterCard, and Discover). We are not able to accept cash payments. Payments made by students/parents must be turned over to the school and have a school check issued to Michigan FCCLA. **We are not able to accept personal checks from anyone other than the chapter adviser.**

**All refunds will be processed to the school's account, and not a specific individual.**

A Purchase Order is not a form of payment, but rather a promise to pay an invoice. Schools will be responsible for any late fees if payments arrive after the due date, even if the Purchase Order was received prior to the due date. Michigan FCCLA is not able to hold personal checks and/or credit cards until payment is received from a school.

### **Request for Payment Extension:**

Michigan FCCLA will grant a two (2) week payment extension if the advisor submits a signed Payment Extension Request Form **at least two (2) weeks prior to the payment deadline**. The extension will not be granted if the form is submitted **less than two weeks prior to the deadline**.

### **Membership Fees:**

Membership fees are due to FCCLA promptly after affiliation. Michigan FCCLA will compare chapter rosters with all conference registrations. Each chapter is responsible for the payment of membership fees for every student registered for the Michigan State Leadership Conference, National Fall Conference, National Leadership Conference, or Capitol Leadership Conference, even if the student does not attend the conference or leaves your class or program entirely. Chapter advisers will be notified if they have any student registered for a conference that is not on their roster, who must be affiliated by March 1st.

**Once you submit a student and the name appears on an FCCLA membership invoice, you are required to pay for the student. FCCLA does not edit, substitute, or delete invoices for affiliation.** Please double check that you do not have duplicate students or students who should not be part of your roster in your chapter. Please make sure you have collected all funds before submitting your student's affiliation.

### **Conference Registrations:**

Chapters will be assessed a late registration and payment fee for all registrations and payments received after the registration deadline. A fee of up to \$15.00 per person and up to a maximum of \$200.00 per chapter will be assessed per conference. Any chapter that owes any amount or has not submitted a Purchase Order for a conference by the time the conference takes place, could have a letter sent to the school Principal and Superintendent asking for assistance with the payment.

### **Invoices:**

All past due accounts will be invoiced the first of each month. An additional \$20.00 invoicing fee will be applied to each invoice or statement sent for accounts over 30 days past due.



Michigan FCCLA's highest priority is the health and safety of our members. Michigan FCCLA works with our conference venues to plan events with safety as a priority.

Some of the key points include:

- Staying under capacity limits.
- Working with venues to ensure that they are using high cleaning standards.
- Limiting access by non-registered individuals.
- Ensuring that all conference delegates abide by the FCCLA Code of Conduct.
- Having a high Code of Ethics for our Chapter Advisers.

While COVID-19 was a challenge for all of us, one thing that we learned is to take additional steps to stay healthy by providing supplies to sanitize common areas, encouraging thorough handwashing, understanding when someone prefers to wear a face covering, and to stay home when someone is ill or has tested positive for a disease even if they are not experiencing symptoms.

**Individuals attending Michigan FCCLA Conferences and Activities voluntarily agree to assume all risks and accept sole responsibility for any infection or injury that may result due to participation in or attendance at the event. Attendees hereby release, covenant not to sue, discharge, and hold harmless Michigan FCCLA, its employees, agents, and representatives, of and from any claims associated with, arising from, or related to any infection, or injury including all liabilities, claims, actions, damages, costs, or expenses of any kind arising out of or relating thereto. Attendees understand and agree that this release includes any claims based on the actions or omissions of Michigan FCCLA, its employees, agents, and representatives, whether an infection occurs before, during, or after participation in or attendance at the event.**

As a small non-profit organization, we must budget so we can carry out our objectives without placing the organization in financial jeopardy. Because of this, refunds are not available after published dates. These dates are developed based on when we need to give guarantees for purchasing items and meals, and reserving space. It is best to notify Michigan FCCLA, and if appropriate, conference hotels and airlines, as soon as possible if someone needs to cancel from a conference.

Michigan FCCLA does allow for substitutions in many situations. Refer to the specific conference deadlines for cancellations, and refunds. Refer to the Substitution Policy regarding competitive event changes.

### **Conference attendees should specifically affirm and attest to the following:**

- Attendees are NOT experiencing any symptoms of an illness, including, but not limited to, a fever in excess of 100.4 degrees, cough, shortness of breath or difficulty breathing, sore throat, body aches or chills, or new loss of taste or smell.
- Attendees that have been diagnosed with a communicable illness, symptoms, or come in close contact with someone with a suspected or confirmed communicable illness within the past 5 days, will not attend the event.



**FCCLA<sup>®</sup>**

**MICHIGAN**

**Conferences**



October 10, 2023

*Eastern Michigan University*



Michigan FCCLA is pleased to assist in establishing your chapter by holding a New Adviser In-Service at Eastern Michigan University.

There is a \$40.00 registration fee per participant. The fee will cover lunch, materials, and useful resources for new chapters. Please return the registration form if you will be attending the workshop so we can have adequate materials available for everyone.

Please register by October 3, 2023. Register online at:  
<http://mifccla.org/conferences/in-service.html>

**TENTATIVE AGENDA**

**9:30 a.m. - 2:30 p.m.**

**Eastern Michigan University's  
Student Center**

**FCCLA's Relationship with the  
Curriculum**

**Establishing your Chapter  
Conferences**

**Membership Recruitment**

**Lunch**

**National Programs**

**Competitive Events**

**Questions**

November 10, 2023

*Western Michigan University*



**2023 Fall Leadership Conference**

Exciting, active general sessions will keep your students on their toes. Students will develop dynamic leadership skills, and engaging workshops will help them to learn more about FCCLA, sharpen their competition skills, and excel in ways you'd never expect. In addition to top-notch content for the students, professional development sessions specifically for chapter advisers will be offered. Don't miss out on this incredible day!

**Early Registration & Member Polo Deadline is October 13, 2023**

**Regular & Final Registration Deadline is October 27, 2023**

**Payment is due November 10, 2023**

**Member Polos:**

Chapters that register by the **early registration deadline** can pre-order polos for their chapter members at \$16.00 each. *Note: you must order polos for all of your chapter's attendees. Polos may not be ordered after October 13.*

**Tentative Workshops Include:**

- Membership Recruitment
- STAR Events
- Chapter Officer Training
- Leadership
- Community Service
- Education General Meeting

**Tentative Program**

- 8:15 a.m. Registration
- 9:00 a.m. Leadership Training
- 11:30 a.m. Lunch
- 12:30 p.m. Student Workshops
- 1:00 p.m. Adviser Workshops
- 2:30 p.m. Adjourn



**Registration:** Registration forms are posted online on the Forms page of the Michigan FCCLA website.

|                   |   |
|-------------------|---|
| October 13, 2023  | Early Registration & Member Polo Orders due |
| October 27, 2023  | Regular & Final Registration due            |
| November 10, 2023 | Payment due                                 |

**Payments:** All conference payments must be made with a money order, school check or credit card. Payments made by students/parents should be turned over to the school and have a school check issued to Michigan FCCLA.

**Cancellations and Refunds:** Any refunds will be processed to the school’s account, and not a specific individual. Cancellations for refund must be received in writing using the Cancellation and Refund Request Form found on the Forms page of the Michigan FCCLA website.

| <b>If Notified in Writing before:</b> | <b>Amount of Refund</b>              |
|---------------------------------------|--------------------------------------|
| Registration deadline                 | Full refund                          |
| After registration deadline           | No Refund, but substitutions allowed |

**Substitutions:** Substitutions are permitted at no charge through on-site registration.

**Special Accommodations:** If any registrant needs barrier-free accommodations, special dietary considerations, reader and/or interpreter services (oral or manual), please inform our office no later than the registration deadline. Any readers, interpreters or any medical assistance implements/ supplies must be supplied by the chapter.

*Michigan FCCLA is committed to creating and maintaining a healthy and respectful environment for all. Our philosophy is to ensure all members, regardless of race, color, religion, sex, national origin, age, disability, sexual orientation, or socio-economic status, are treated equally and respectfully. Any behavior in the form of discrimination, harassment or bullying will not be tolerated. It is the responsibility of all members to uphold and contribute to this climate.*

**Program of Activities:** The Fall Leadership Conference is a hands-on leadership conference. Students will be active throughout the day, participating in workshops covering a variety of topics for chapter members, and a leadership & teamwork exercise led by FOCUS Training. A list of these topics will be posted on the Michigan FCCLA website prior to the conference.

**Adviser Professional Development Sessions:** There will be a session designed specifically for chapter advisers on preparing your students for STAR Events. These workshops will be highly interactive. Advisers are encouraged to bring samples of STAR Events projects that your students have completed in the past, as well as 20 copies of a handout describing your most successful fund-raiser(s) to share.

**Dress Code:** Dress should follow the standard FCCLA dress code (preferred) or business professional attire. Sport coat/suit jacket is optional. Dress shirt/blouse, Polo shirt, or professional sweater (either short or long sleeves). Tie (neck/bow) or scarf. Shirt should be red, black, or white if possible. Dress pants, skirts/dresses (professional length). Dress shoes, flats, or heels.

2024 date to be announced

*Location to be announced*



The State Leadership Conference promises to be one of the most exciting, competitive and FUN Michigan FCCLA events of the year. Students will have the opportunity to meet and compete with other Michigan FCCLA members from throughout the state! Members will also elect the new Michigan FCCLA State Executive Council who will lead us into another exciting FCCLA year!

After participating in competitive events and workshops during the day, you will have free time to meet and socialize with other Michigan FCCLA members. The SLC is a time for you to develop your occupational and leadership skills as well as meet other fun and energetic Michigan FCCLA members.

The Chapter Challenge and Safe Driving Pledge have been re-imagined as an activity that will take place at the State Leadership Conference. No pre-work is required of chapters prior to the conference. More details will be available prior to the conference.

## ***Registration Information***

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Conference registration forms must be received by Michigan FCCLA by the posted deadline. The registration form will be posted in January on our website.

**Registration Fee:** The registration fee will cover some meals, registration materials, and conference administration expenses. Current State Officers do not need to be registered for the conference unless they are competing in a STAR event.

**Payments:** All conference payments must be made with a money order, school check or credit card. Payments made by students/parents should be turned over to the school and have a school check issued to Michigan FCCLA.

**Late Fee:** A late fee of \$15.00 per person will be applied for payments received after the posted payment deadline.

### **Cancellations and Refunds**

Any refunds will be processed to the school's account, and not a specific individual. Cancellations for refund must be received in writing using the Cancellation and Refund Request Form found on the Forms page of the Michigan FCCLA website.

*Dates to be announced*

**Additional Banquet Tickets:** Additional banquet tickets are available on the conference registration form for administrators, evaluators, and parents who are interested in attending only the banquet. Any individual staying the entire conference must pay the registration fee.

**Banquet Seating:** Banquet seating will be prioritized based on the date the conference registration payment is received. One seat will be assigned for each paid delegate.

### **Special Accommodations**

If any registrant needs barrier-free accommodations, special dietary considerations, reader and/or interpreter services (oral or manual), please inform our office no later than the registration deadline. Any readers, interpreters or any medical assistance implements/supplies must be supplied by the chapter.

Michigan FCCLA is committed to creating and maintaining a healthy and respectful environment for all. Our philosophy is to ensure all members, regardless of race, color, religion, sex, national origin, age, disability, sexual orientation, or socio-economic status, are treated equally and respectfully. Any behavior in the form of discrimination, harassment or bullying will not be tolerated. It is the responsibility of all members to uphold and contribute to this climate.

# ***Hotel Information and Guidelines***

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## **Guidelines**

- All conference attendees must stay at the conference hotel.
- **All rooms have a two-night minimum.**
- Current State Officers should NOT be included on your chapter's housing, as Michigan FCCLA will provide housing.
- All incidental charges (i.e., telephone and movie) must be paid before checking out. All phones will be restricted so no outside calls can be placed. A credit card imprint must be left if you want to make outside calls. Phone calls can be made from pay phones located throughout the hotel. Hotel operators have been instructed not to connect any calls outside, or room-to-room after curfew.

## **Room Types:**

- One King Bed Rooms - A maximum of 2 occupants may book this room type.
- Two Queen Bed Rooms - Only rooms with 3-4 occupants may book this room type.
- Maximum occupancy per room is four.
- The hotel may use their discretion with assigning room types based on the number of occupants in a room.

## **Sharing of rooms**

- Even if there are two adults sharing a room, you will be placed in a room with a king bed. Double bedded rooms are assigned to chapters that have 3-4 occupants per room.
- If you have arranged with another school to share a room, please include the name of the school, in the remaining space, for that room. One school should be designated as responsible for the registration and pre-payment of the shared room. The other school(s) should then pay the designated school directly.

## **Arrivals and Departures:**

- If your chapter arrives earlier than the official check-in time of 4:00 p.m., your rooms may not be ready, and you should plan accordingly.
- Departure is at Noon. Please vacate your rooms and place luggage in vehicles prior to the award session.

## Highlights

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**On-site conference registration:** Only advisers are to pick up registration materials for their chapters.

**Agenda:** A tentative program will be posted on the Michigan FCCLA website and will be updated as details are confirmed. Delegates should read the conference program carefully.

**Event Supplies:** Each participant is expected to have a pencil with an eraser, and the official conference program available for each event. Other items (workbooks, notebooks, handouts, etc.) not called for in the event guidelines are not allowed.

**Timers:** Special assistance is needed from student delegates and chaperones to be Timers for the various competitive events if they are not competing in an event. Please indicate under the "Activity" column of the registration form which delegates will be assisting in this way. **Please note that all students that are not competing, including Power of One Award Recipients and State Officer Candidates are expected to serve as timers for the competitive events.** Please stress with your students that Timers must not share information they are given while volunteering.

**Conference Assistance:** To have a successful conference, each adviser and chaperone will need to assist in some capacity. **All advisers and chaperones will be pre-assigned to a competitive event to work.** *All advisers and chaperones are required to assist during their assigned time. Because this assistance is important to the success of the conference, advisers and chaperones who do not assist during their entire assigned time will have letters stressing the importance of their assistance, and their absence, sent to their principal.*

**Evaluators:** Each chapter is encouraged to recruit evaluators for the conference. The form to recommend individuals to evaluate can be found online on our website.

**Name Badges:** All delegates (adviser, chaperone, judge, and student) must wear their name badges at all times. No one will be admitted to the conference activities without a name badge. If a delegate loses their name badge, a replacement may be obtained at conference headquarters for \$2.00. Delegates must have their adviser present for a replacement name badge.

**Conference Dress Code:** Please refer to the dress code in the **Adviser Manual**.

Dress should follow the standard FCCLA dress code (preferred) or business professional attire. Sport coat/suit jacket is optional. Dress shirt/blouse, Polo shirt, or professional sweater (either short or long sleeves). Tie (neck/bow) or scarf. Shirt should be red, black, or white if possible. Dress pants, skirts/dresses (professional length). Dress shoes, flats, or heels.

**Dance:** A dance will take place after the banquet. All delegates are encouraged to attend the dance. **Students are expected to remain in their dress attire from the banquet.**

## ***Election Information***

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Applications for the State Executive Council will be posted on our website in the fall.

Candidates will also undergo a virtual interview prior to the conference.

Any questions can be directed to [info@mifccla.org](mailto:info@mifccla.org). Students may also email a current State Officer to learn more about the experience!

**Voting Delegates:** The role of a voting delegate is an important one. Voting delegates are required to attend the candidate speeches and are encouraged to meet each candidate prior to the election session.

**Voting:** Our policy is that voting delegates will not be admitted after the posted voting time.

According to the Constitution, each school is allowed one voting delegate per ten (10) members, with a maximum of ten (10) voting delegates per school. Each chapter will receive the proper number of voting delegate ribbons to be distributed to the voting delegates. Students will not be permitted to vote without their voting delegate ribbon. **Lost ribbons will not be replaced.**

## ***Delegate Conduct and Supervision***

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**Code of Conduct form:** Each student must sign a Code of Conduct form found on our website at <http://mifccla.org>. These forms must be hand-carried to the conference. Do not send them to the Michigan FCCLA office.

**Code of Ethics Forms:** Each adult assuming the role of adviser at any Michigan FCCLA conference must complete the Adviser Code of Ethics form, found online on our website. The completed and signed form must be on file with Michigan FCCLA.

**Conduct:** Delegates must **NOT** be in possession of any tobacco, drugs, or alcoholic beverages at the conference. This is a school function. Delegates may **NOT** enter the lounges at the Resort.

**Private autos at the conference:** The use of private automobiles will not be permitted after arrival at the conference. Car doors shall be locked upon arrival and the keys given to the chapter adviser.

**Supervision:** At least one (1) adult must attend and pay the registration fee for every ten (10) student delegates attending.

All advisers are required to conduct room checks at curfew and patrol the floors of the hotel after curfew. Trying to manage a large number of students is a difficult task; therefore, we need every adviser's support and assistance. Advisers must attend all general and award sessions with their students to ensure proper dress and conduct during the sessions.



| Michigan STAR Events<br><i>These events do not advance to the National Leadership Conference</i> | Participant/<br>Team Size | Categories             |                        |                         |                   |
|--|---------------------------|------------------------|------------------------|-------------------------|-------------------|
|  |                           | 8th grade<br>and under | 9th and<br>10th grades | 11th and<br>12th grades | Post<br>Secondary |

- Community Service Challenge
- Creative Teaching
- Cupcake Battle
- FCCLA Scrapbook
- Healthy Lifestyle Challenge
- Project Exhibit
- Serving Up Success
- Toys That Teach - Storybook
- Toys That Teach - Toy

**We are currently re-evaluating the Michigan STAR Events. We will post the guidelines and rubrics on our website once they are ready.**

| National STAR Events                      | Participant/<br>Team Size | Categories             |                        |                         |                   |
|---|---------------------------|------------------------|------------------------|-------------------------|-------------------|
|   |                           | 8th grade<br>and under | 9th and<br>10th grades | 11th and<br>12th grades | Post<br>Secondary |
| Career Investigation                      | 1                         | Level 1                | Level 2                | Level 3                 | Level 4           |
| Chapter in Review Display                 | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| Chapter in Review Portfolio               | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| Chapter Service Project Display           | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| Chapter Service Project Portfolio         | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| <b>UPDATED!</b> Early Childhood Education | 1                         | n/a                    | Level 2                | Level 3                 | Level 4           |
| Entrepreneurship                          | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| <b>UPDATED!</b> Fashion Construction      | 1                         | Level 1                | Level 2                | Level 3                 | Level 4           |
| Fashion Design                            | 1-3                       | n/a                    | Level 2                | Level 3                 | Level 4           |
| Focus on Children                         | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| <b>UPDATED!</b> Interior Design           | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| Interpersonal Communications              | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| <b>UPDATED!</b> Job Interview             | 1                         | Level 1                | Level 2                | Level 3                 | Level 4           |
| <b>UPDATED!</b> Leadership                | 1                         | Level 1                | Level 2                | Level 3                 | Level 4           |
| National Programs in Action               | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| Nutrition and Wellness                    | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| Parliamentary Procedure                   | 4-8                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| Professional Presentation                 | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| Promote and Publicize FCCLA               | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| Public Policy Advocate                    | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| Repurpose and Redesign                    | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| <b>UPDATED!</b> Say Yes to FCS Education  | 1                         | Level 1                | Level 2                | Level 3                 | Level 4           |
| Sustainability Challenge                  | 1-3                       | Level 1                | Level 2                | Level 3                 | Level 4           |
| Teach or Train                            | 1                         | Level 1                | Level 2                | Level 3                 | Level 4           |
| <b>NEW!</b> Teaching Strategies           | 1                         | n/a                    | Level 2                | Level 3                 | Level 4           |

## ***Competitive Event Information***

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Please keep the following in mind when you are registering your members for STAR Events.

- All students attending the conference must have their membership dues paid through FCCLA by March 1.
- Each student may enter only one competitive event - excluding the FCCLA Scrapbook Michigan STAR Event and Power of One.
- There are no limits as to the number of competitors a chapter can place in an event. Remember that if all the members of a chapter are only in one or two events, then they will essentially be competing against fellow chapter members and limiting the number of competitors your chapter may take to the National Leadership Conference.
- Refer to specific event guidelines for the number of members allowed per team.
- On the registration form, please give each team a unique number so we can accurately enter participants and teams into the tabulation program.
- In addition to the event, most events need to designate the appropriate category level:
  - Level 1 – for members through the 8th grade
  - Level 2 – for members in the 9th and 10th grades
  - Level 3 – for members in the 11th and 12th grades

## **State STAR Event Competition**

State STAR Events are state only events. There will be **NO** competition at the National Leadership Conference in these events:

- Community Service Challenge
- Creative Teaching
- Cupcake Battle
- FCCLA Scrapbook
- Healthy Lifestyle Challenge
- Project Exhibit
- Serving Up Success
- Toys That Teach (Storybook or Toy)

*Refer to the State STAR Events Section of the Michigan Adviser Manual for event guidelines and event categories.*

## **National STAR Event Competition**

The top winner(s) in each National STAR Event will be eligible to compete at the FCCLA National Leadership Conference. STAR Events are offered in the Level 1, 2, 3, and 4 Categories.

The following events do not compete at the State Leadership Conference, but Michigan FCCLA can still send students to the National Conference to represent our state. If you are interested in any of the events below, please let Michigan FCCLA know by December 15th. If more than one school is interested in an event, schools will have to hold and run a preliminary contest at a location of their choosing. The students in these contests need to be on your official roster by February 1st to compete at the National Leadership Conference:

- Baking and Pastry
- Culinary Arts
- Digital Stories for Change
- Event Management
- FCCLA Chapter Website
- Food Innovations
- Hospitality, Tourism, and Recreation
- Instructional Video Design
- Sports Nutrition

The STAR Events Manual is available free of charge through the membership affiliation system, under the resources tab.

After November 1st, it will only be available to chapters that have affiliated members.

***Please make sure you use the current school year's manual when planning for competition.***



**FCCLA<sup>®</sup>**

**MICHIGAN**

**National  
STAR Event  
Information  
for Michigan  
Chapters**



## Michigan Policies

Michigan FCCLA uses the current edition of the **STAR Events Manual** for all National STAR events offered at the State Leadership Conference. The STAR Events Manual is revised each fall, and is posted as a free download through the membership affiliation system, under the resources tab. All information listed in the **STAR Events Manual** is official; the information printed here is for quick reference only.

Michigan FCCLA has several policies that add to or replace the guidelines published in the national STAR Events Manual to facilitate competition at the state level. Please be sure to reference these policies when preparing your students.



- Each student may enter only one STAR Event. In addition, they may also participate in the FCCLA Scrapbook Michigan STAR Event and Power of One.
- There is no minimum or maximum number of students who can be involved from any one chapter.
- At the State Leadership Conference, chapters may have more than one entry in any event, except the FCCLA Scrapbook Michigan STAR Event (one scrapbook submission per chapter). However, students need to be aware they will be competing against members from their own chapter.
- A team may be composed of one or multiple participants (up to the maximum allowed) from the same chapter and/or school. Please make note of the event's minimum or maximum number of participants, as each event is different.
- All students are required to pre-register for a specific event. This includes the FCCLA Scrapbook competition.
- All students that compete will be given a **Gold (100-90)**, **Silver (89-70)** or **Bronze (69-0)** rating based on their total score.
- Medals will be awarded based on the total score.

- The following events do not compete at the State Leadership Conference, but Michigan FCCLA can still send students to the National Conference to represent our state. If you are interested in any of the events below, please let Michigan FCCLA know by December 15th. If more than one school is interested in an event, schools will have to hold and run a preliminary contest at a location of their choosing. The students in these contests need to be on your official roster by February 1st to compete at the National Leadership Conference:
  - Baking and Pastry
  - Culinary Arts
  - Digital Stories for Change
  - Event Management
  - FCCLA Chapter Website
  - Food Innovations
  - Hospitality, Tourism, and Recreation
  - Instructional Video Design
  - Sports Nutrition
- **All competition participants must attend a mandatory orientation and registration conference at the State Leadership Conference.**
- An overall winner will be identified in each of the National STAR Event categories at the State Leadership Conference. The overall winning individual/team in each National STAR Event will qualify to represent Michigan at the National Leadership Conference.
- All decisions of the evaluators are final.
- Refer to the disqualification and point deduction sheet in the National STAR Event Manual.
- Specific event rules come from the National STAR Events Manual, published online through the FCCLA membership affiliation system, under the resources tab each Fall.



## Tips and Advice

- Use projects being done in the classroom. For example, giving an oral presentation on AIDS using visuals is a Professional Presentation.
- You can use one large chapter project as the subject for several FCCLA programs such as Professional Presentation, Chapter Service Project, or National Programs in Action.
- Use National STAR Events guidelines to set-up projects.
- Use the FCCLA planning process and relate it to FCCLA's purposes.
- Ask your adviser if you don't understand something.
- Have students practice in the classroom; give grades for participation.
- Get ideas from leadership magazines, refer to adviser mailings, and check the Internet for community service ideas.
- Use FCCLA social media channels, online resources at <https://fcclainc.org/members> and programs such as Career Connection, Families First, Financial Fitness, Power of One, Stand Up, and Student Body for event ideas and tips.
- Communicate with other chapters in Michigan and around the country to see how they prepare students for competition.
- Start early and have a good time.
- Use local school staff members as resources and for assistance. This also gives visibility to the program.



# National STAR Events

## Qualifier Information

### *Competition at the National Leadership Conference*

- It is mandatory to follow all National STAR Event rules; these are in the **STAR Events Manual** that is published online in the fall of each year on the membership affiliation system, under the resources tab.
- Michigan FCCLA will follow all guidelines for portfolio and file folder requirements as stated in the STAR Events Manual that was published online in the fall of each year on the membership affiliation system, under the resources tab. **All STAR Events that require a portfolio must be contained in an official FCCLA STAR Events binder/notebook that can be purchased from the FCCLA online store.**
- When your region is requested on anything for the NLC, Michigan is in the Central Region.
- Each STAR Event participant will be charged a fee for competition, in addition to the National Leadership Conference registration fee.
- It is important that advisers provide accurate email addresses for the students when registering for the conference. National STAR Events participants will receive an email from FCCLA with important information and updates regarding competition at the National Leadership Conference.
- All STAR Events participants are required to:
  - View the STAR Events Online Participant Orientation Video, which will be posted on the FCCLA website.
  - Complete and sign the STAR Events Online Orientation Form (the link will be available in the video) to the event room consultant at the time of competition. Only one form per entry (team or participant) is required. All entries will receive 2 points upon submission of their signed form at the time of competition at the National Leadership Conference. Forms sent to the National FCCLA office will not be accepted.
- All students that compete will be given a **Gold (100-90)**, **Silver (89-70)** or **Bronze (69-0)** rating based on their total score.
- When shipping items to the National Leadership Conference:
  - Send packages to the hotel, addressed to "Your Name, Hotel Guest, Check-in Date".
  - Ship packages about 1-2 weeks before the conference. Try not to send any earlier, since some hotels may charge a holding fee per day for packages.
  - We recommend that you send packages with a tracking number and with return receipt requested.
- Spectators will not be permitted to observe any portion of any of the STAR Events.

