

Kentucky Association of Family, Career and
Community Leaders of America
Table of Contents

Adviser to Adviser

Designation Page 4

Expenses Page 5

Alumni/Associate Members Dues Page 6

Awards/Recognition

Advisers/Years of Service Page 7

Honorary Membership Page 8

Outstanding Administrator Page 10

Outstanding Adviser Page 11

National Adviser Awards.....Page 12
 Master Adviser, Adviser Mentor, Spirit of Advising

Outstanding Service - Category 1 Page 14

Outstanding Service - Category 2 Page 15

Code of Conduct for Students Page 16

Dues

Region Page 19

State Page 20

Election of Regional and State Officers Page 21

Expectations of State Officers Page 28

Kentucky Association of Family, Career and Community Leaders of America

Table of Contents

Fiscal Management

Budget Page 32

Bonding Page 33

Savings AccountPage 34

Installation Appointments

Silver Service Page 35

Tablecloth Page 36

Gavel & BlockPage 37

Scholarships

State Scholarship Project Page 38

Vaughan-Williamson. Page 40

Agnes Foster Page 41

Ginny EllingtonPage 42

National Meetings

Delegates-Eligibility for Attendance Page 43

Expenses of Chaperones Page 44

Ratio of Chaperones to Students Page 45

Official Uniforms For State Officers Page 46

Stage Degree Certificates Page 48

Power of OnePage 49

**Kentucky Association of Family, Career and Community Leaders of
America**

Table of Contents

STAR EVENTS

Eligible Participants Page 50

Recognition of State Winners Page 51

State Meeting

Attendance Page 52

Registration Fee Page 53

Ratio of Chaperones to Students Page 54

Kentucky Association of Family, Career and Community Leaders of America

Adviser-to-Adviser Designation

Date

Approved:

1/84 The Adviser to the outgoing president shall be adviser-to-
adviser.

1/93 **The adviser-to-adviser shall be the adviser to the current
president.**

(Reaffirmed)

8/08

10/11

KENTUCKY ASSOCIATION OF FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Adviser-to-Adviser Expenses

Date

Approved:

1/86 **The Kentucky Association of Family, Career and
Community Leaders of America will contribute to the
expenses of the Adviser-to-Adviser Training.**

1/93

(Reaffirmed)

8/08

10/11

Kentucky Association of Family, Career and Community Leaders of America

Alumni/Associate Members Dues

Date

Approved:

1/93 **Annual membership dues shall be fixed by the Executive Council**
(Also in upon recommendation of the State Advisory Board, and
by laws) subject
to the approval of the alumni and associate members at a
State meeting.

(Reaffirmed)

8/08

10/11

KENTUCKY ASSOCIATION OF FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Awards/Recognition Advisers/Years of Service

Date

Approved :

3/82 Advisers who have completed a decade of service shall be
recognized at the state meeting.

1/93 **Upon retirement advisers shall be recognized for their
total years of service.**

(Reaffirmed)

1/93

(Reaffirmed)

8/08

10/11

KENTUCKY ASSOCIATION OF FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Awards/Recognition Honorary Membership

Date
Approved :

1946
Original

To be eligible for honorary membership in the Kentucky Association of the Family, Career and Community Leaders of America, a candidate must:

- 1974
- A. Have helped to advance the FCS program on the State level and /or
 - B. Have rendered outstanding service on the Amendment State level to the Family, Career and Community Leaders of America organization.

(Reaffirmed)
1/93

Each chapter may recommend one person and send this recommendation to the State Adviser by specific date.

A form to be used by chapters in recommending a person for State Honorary Membership is mailed to each chapter (changed by Executive Council, September 1974, due to change in State Meeting date.)

**The State President, after consulting with the State Adviser, shall appoint a committee
Of:**

- 2 representatives of the State Executive Council

- **A representative of a regional organization**
- **A representative of the State Advisory Board**
- **The State Adviser or another member of the State Staff**
- **A person who is an honorary member of the Kentucky Association of Family, Career and Community Leaders of America**
- **The State President may serve as an ex-officio member**

This committee shall meet prior to the State Meeting.

The committee will review all recommendations, including those from chapters.

No more than four persons may be selected for honorary membership by this committee.

Persons selected will be notified and invited to attend the State Meeting when honorary membership will be conferred upon them.

**(Reaffirmed)
8/08
10/11**

Kentucky Association of Family, Career and Community Leaders of America

Awards Outstanding Administrator

Date

Approved :

1/89 Two Outstanding Administrator Awards will honor Administrators whose contributions and support for Family, Career and Community Leaders of America at the local level have been noteworthy.

(Reaffirmed)

1/93 **Two awards can be made each year. Utilizing the appropriate form each chapter within the state may recommend a person to be considered by a committee appointed by the State President and State Adviser. (Only Superintendents and Principals are eligible for this award). The administrator receiving the award will be recognized at the state meeting.**

(Reaffirmed)

8/08

10/11 **They may be forwarded on to the National Outstanding Administrator Award**

KENTUCKY ASSOCIATION OF FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Awards Outstanding Adviser

Date

Approved:

1/89

The Outstanding Adviser Award will honor an adviser who has rendered noteworthy service to the Family, Career and Community Leaders of America at the local level. One award will be made each year.

(Reaffirmed)

1/93

(Reaffirmed)

8/08

10/11

Kentucky Association of Family, Career and Community Leaders of America

National Adviser Awards

Date

Approved :

10/11 The following awards will be sent to nationals after receiving the necessary paper work by designated deadline and advisers will be recognized at the state conference.

Master Adviser: The Master Adviser Award recognizes advisers who have been successful in: advising an affiliated chapter for a minimum of three years, promoting the organization, operating an integrated chapter with a balanced program of work, facilitating youth-centered activities, and keeping abreast of new happenings within the organization.

Adviser Mentor:

The Adviser Mentor Award recognizes advisers who have been successful in: achieving Master Adviser Recognition, devoting two years to new adviser assistance, assuming adult leadership roles in FCCLA, conducting adviser workshops, attending training workshops, and using national and state FCCLA resources.

**Kentucky Association of Family, Career and Community Leaders of
America**

Spirit of Advising Awards

Date

Approved :

10/11 The Spirit of Advising Award recognizes chapter advisers who are constantly faithful, often quietly working behind the scenes to ensure the success of their students. Nominations must be made by state advisers/state contacts.

Kentucky Association of Family, Career and
Community Leaders of America

Awards
Outstanding Service
Category 1 – Business & Industry – Individual or
Organization

Date

Approved :

10/93

The Outstanding Service Award for Business & Industry will honor an individual or organization who has rendered noteworthy service to the Family, Career and Family Leaders of America at the local level. One award will be made each year.

The individual or organization receiving the award will be recognized at the state meeting.

(Reaffirmed)

8/08

10/11

KENTUCKY ASSOCIATION OF FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Awards Outstanding Service Category 2 – Individual

Date

Approved:

10/93 **The Outstanding Service Award will honor an individual who has rendered noteworthy service to the Family, Career and Community Leaders of America at the local level. Nominations are for Individuals other than principals and superintendents (parents, former FCCLA members, other school personnel). One award will be made each year.**

The person receiving the award will be recognized at the state meeting.

(Reaffirmed)

8/08

10/11

Kentucky Association of Family, Career and Community Leaders of America

Code of Conduct For Students

Date

Approved :

2/94

Local Advisors/Teachers/Approved Chaperones shall be responsible for their students at all times.

(by Division
of Secondary
Vocational
Education)

Each Career and Technical Student organization will adopt a Code of Conduct for its organization to be followed at all regional, state, and national functions. This Code of Conduct shall include at least the following:

- 1. Participants shall attend all sessions in accordance with the conference agenda.**
- 2. Participants' behavior at all times should be such that it reflects credit to them, their school, and their organization.**
- 3. All conference participants shall wear their conference ID at all times during conference events.**
- 4. Participants shall keep advisors informed of where they are at all times.**
- 5. Participants shall sleep in the rooms for which they are registered.**
- 6. Students are expected to observe the designated**

curfew. (Curfew is described as being in your own assigned room by the designated hour.) curfew times are listed in the conference program.

7. Participants are expected to respect hotel property and contest facilities and equipment. Any damage to the property or furnishings in the hotel rooms or building must be paid by the individual(s) and/or parent/guardians.
8. Participants shall be considerate and respect the rights of their roommates and other hotel guest by refraining
From behavior that may disturb others. Do not make excessive noise or have the radio or TV at a high volume.
9. Conference participants shall not possess or consume alcohol, drugs, or any form of artificial stimulant while traveling to, during, or returning from the conference/ contest site. (Drugs prescribed by doctors are permissible in original container.) Violators will be expelled from the conference and turned over to the proper authorities. Chapter advisors will notify parents/guardians and school principal of the action taken.
10. Visitation of male and female members of the opposite sex in hotel guest rooms is strongly discouraged. Permission from advisors of both parties and adult supervision must be obtained before visitation can take place. It is the responsibility of the chapter advisors to provide proper supervision between visitation of the opposite sex.
11. Participants are to report any accidents, injuries, or illnesses to their advisor immediately.
12. Use of tobacco products is prohibited in business sessions, workshops and other scheduled conference activities and while in official dress.

13. Participates shall refrain from using profane language, making obscene gestures, or performing acts that would mar the image of the organization.
14. When leaving the hotel or conference site, students are to stay in groups of at least 3 or 4.
15. Students shall not participate in any activity that might cause personal injury to themselves or to another person. Any participant found in violation of hotel safety codes or criminal laws may be sent home at the student's/parents'/guardians' expense. The chapter advisor will contact the parents/guardian and school principal.
16. Any other infractions not already listed should be dealt with As follows:
 - 1st. Offense – Conference with students and their advisor
 - 2nd. Offense- Meeting with local adviser
 - 3rd. Offense - State FCCLA Staff Person makes the Final decision.
17. The State FCCLA Staff Person has the right to take immediate action when violations occur, including sending individuals home at their own expense. In the event this occurs, the local advisor or the assigned chaperone will contact the parent/guardian and the school personnel.
(Policies taken from the Secondary Kentucky Career and Technical Education Student Organizations Policies and Procedures Guide)

(Reaffirmed)
8/08
10/11

KENTUCKY ASSOCIATION OF FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Dues Region

Date

Approved:

5/70 All regions shall have at least \$30.00 in regional dues.

(Reaffirmed)

1/93

(Reaffirmed)

8/08

10/11

**All regions shall receive designated amount per member
with at least a minimum \$30.00 regional dues.**

KENTUCKY ASSOCIATION OF FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Dues State

Date
Approved:

1/93 **Annual Membership dues shall be fixed by the Executive Council, upon recommendation of the State Advisory Board, and subject to the approval of the voting delegates at a State Meeting.**

(also in
Bylaws)

(Reaffirmed)
8/08
10/11

KENTUCKY ASSOCIATION OF FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

ELECTION OF REGIONAL AND STATE OFFICERS

Go to pages 25 for most current

Date

Approved:

There shall be three (3) groups of state and regional officers as follows:

11/91 Group A: President, Vice President for Programs, Vice President
By State Achievement, Vice President for STAR Events.
Committee

1/93 Group B: Secretary, Treasurer, Reporter.

Revised Group C: Historian, Parliamentarian, Activity Leader.
11/96

(Reaffirmed)
8/08

REGIONAL OFFICERS

1. Each chapter within the region may recommend two candidates for regional officers with each candidate being recommended in a different group. Each candidate should be one who has the following qualifications :
 - a. Active membership in an affiliated chapter for at least one year, including the current year.
 - b. One year of Family and Consumer Sciences beyond the eighth grade.
 - c. Has earned the Jr. Degree or Power of One (1category)
 - d. Has been recommended for regional office within a specific group by the candidates chapter

2. Recommendation sheets for Regional offices will not be considered unless submitted by the chapters to the regional adviser by March 1.
3. Each nominee will be a candidate in only one officer group.
4. A nominee will be considered only for the group indicated as a choice.
5. Three (3) nominating committees (one for each group of officers) appointed by the regional president and regional adviser, shall review the qualifications submitted by the chapters of the persons recommended and prepare a list of nominees for the regional officers.
6. Nominating committees shall consist of at least three (3) FCCLA members and the consultant, with all four coming from different chapters and from chapters not having candidates within the specific group of officers.
7. The consultant (adviser) for each group will be appointed by the Regional Adviser.

PROCEDURES FOR ELECTING REGIONAL OFFICERS

1. The report of the nominating committee shall be made at the business meeting of the regional organization and acted upon by the delegates. In the event there are nominations from the floor:
 - a. The president must find out if the member is a candidate recommended by the chapter according to procedure outlined above.
 - b. If nominee from floor can be accepted, both nominees (one nominated by committee and one nominated from floor), should be asked to come to platform to present their qualifications and to answer one or two questions asked by the president. The election will then continue according to regular procedure.
2. In the event there are not enough candidates to fill the office(s) in a particular groups(s), the nominating committees shall fill the vacant office(s) from the remaining

pool of applicants so that they may be installed with other officers (Bylaws change, April 1996)

- a. If there are more applicants than offices in a group, the nominating committee shall rank the remaining applicants in that group. The nominating committee in charge of the group for which a vacancy exists, shall review the application of the top applicant from each of the other groups and recommend the person(s) to fill the vacancy in that group. The applicants name(s) will be read with the other nominees during the business session.
- b. If there are no remaining applications for office the day of the regional meeting, the incoming Regional President and Regional Adviser may send a letter and blank application for regional office to affiliated chapters in the region that **DO NOT HAVE** a regional officer elected at the Spring Meeting,

and to chapters that only have **ONE** candidate elected. If no applications are received, the Regional President and Regional Adviser may send a blank application and letter to all affiliated chapters in the region to solicit applications. When applications are received for vacant offices, the Regional shall submit these applications to the Regional Executive Council for review and selection.

Section by the Executive Council may be carried out in two ways: (1) by mail ballot or (2) by ballot during a meeting of the Council. If the mail ballot is chosen, the Regional President shall prepare a slate of nominees from applications received and send to each regional officer for vote. The officer elected to fill the vacancy shall be notified immediately by the regional president.

- c. A region may not install more than two officers from a chapter the day of the regional meeting.
- d. In the event a vacancy occurs during the year, the executive council will fill the vacancy from the remaining pool of applicants.

KENTUCKY ASSOCIATION OF FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

ELECTION OF REGIONAL AND STATE OFFICERS

Date Approved:
10/11

Regional & STATE OFFICERS

1. Each chapter may recommend one candidate for state office – indicating the first and second choice of groups.
2. A nominating committee, appointed by the regional president, shall review the qualifications submitted by the chapters and select two candidates for state office with each candidate being recommended in a different group. Each candidate should be one who has the following qualifications:
 - a. Active membership in an affiliated chapter for at least two years including the current year.
 - b. One year of Family and Consumer Sciences beyond the eighth grade.
 - c. A scholastic rating above average.
 - d. Must have held a responsible position at chapter or regional level.
 - e. Has earned the Chapter Degree or Power of One (3 categories).
 - f. Has been recommended for state office within a specific group by the chapter and the region.
3. Recommendation sheets for state offices will not be considered unless submitted by the chapters to the Regional Adviser by March 1 and by the region to the State Adviser by March 15.
4. Three (3) nominating committees (one for each group of officers) appointed by the State President in consultation with the State Adviser shall review the applications submitted by the regional association and prepare a list of nominees for the State officer Candidates.

5. One local adviser who does not have a candidate within the group and an individual selected by the State Adviser, will serve as consultants to each committee.
6. Each nominating committee shall consist of at least three(3) FCCLA members, with all of one committee coming from different regions and chapters and not having candidates within that group.
7. If a regional officer is selected as a state officer, he/she shall resign as regional officer.
8. If a regional or state officer is selected as a national officer, he/she shall resign the regional or state office held.

PROCESS FOR STATE OFFICER SELECTION

8/08

10/11

Kentucky Association of Family, Career and Community Leaders of America

APPLICATION (10 points)

- Application form is found on the State FCCLA Website
www.kyfccla.org
- Application must be **TYPED**
- **Do not use** a font smaller than 10
- Officer candidates must fill out the application completely
- Follow the directions on the application carefully
- A copy of the chapter affiliation (including the first page) **MUST** be attached to the application with the name **HIGHLIGHTED**
- **Copy of pages 50 -58 from the State Executive Council Handbook must be signed and attached to application**
- Application must be neatly done using correct spelling and grammar
- **Application MUST be postmarked by February 1 and mailed to the Regional Adviser**

ACTIVITIES LISTED ON APPLICATION (25 points)

Scoring will be based on activities listed on page 2 of the application.

ROUND ROBIN INTERVIEWS BY COMMITTEE – 5 MINUTES (27 POINTS)

Each candidate

- Will be interviewed by a committee at three different tables for a period of three minutes per table.
- Should have knowledge of **ALL** officer duties, and specific knowledge of duties for offices indicated as their choices on the application.
- Must have substantial **knowledge** of FCCLA facts and programs.
- Should be **professional** with appropriate interview attire, be well groomed and possess good posture.
- Will be asked an FCCLA question originating from the information in the FCCLA Executive Council Handbook. The question will be asked following the speech.

ON – STAGE INTERVIEW (28 points)

FACTS Test (8 points)- each candidate is given a facts test at the conference.

Each candidate

- **Will be introduced and will go to the microphone. Each candidate MUST give his/her name, chapter and region. Do not wait until the end of the speech to give this information.**
- Will present a 30 – second prepared speech; the topic of which will be provided on the FCCLA website (www.kyfccla.org) after March 5.
- May have a prop relating to the speech.
- Will then be asked to respond to a situation question relating to the mission/purposes of FCCLA.
- Will stay in a holding room until it is time for each to go to the stage to present his/her speech and answer the question.

In addition, candidates will be scored on the following:

1. Personal appearance which includes: professional, appropriate attire, being well groomed and possessing good posture;
2. Speech/voice/presentation which includes: clear message, prepared statement and presentation, voice pitch tempo and volume, grammar, pronunciation and diction, use of well chosen words.
3. Facts Test
4. Situation question

DISPLAY of SELF CONFIDENCE (overall) (10 points)

- Candidate should be poised and at ease during entire interview process
- Candidate should have good eye contact and show enthusiasm

In case of a tie, the scores under **ACTIVITIES** will be used to serve as the tiebreaker.

Total points: 100

Candidates will be announced as a slate of officers at the Business Session.

FINAL INTERVIEW FOR TOP TEN –

- Each of the top ten candidates for office will be interviewed separately by the nominating committee.
- Personal interviews by the committee will consist of a scenario relating to the first choice of office the candidate has selected, a general leadership situation and other questions the committee deems necessary.
- Each interview will be five (5) minutes in length.
- The final placement of officers will be determined by the nominating committee and will be announced at the business session.

KENTUCKY ASSOCIATION OF FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

EXPECTATIONS OF STATE OFFICERS OF THE KENTUCKY ASSOCIATION OF FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Go to page 30 for most current

Date Approved:

- 11/98
Career and
- State officers of the Kentucky Association of Family,
Community Leaders of America are expected to:
- Original
- Attend all executive council meetings in their entirety
 - Attend National Leadership Meeting and take part in all activities including those assigned
 - Attend National events hosted by the State Association (eg. A+ Conferences, Cluster Meetings, etc.)
 - Attend Leadership Conference
 - Attend State Meetinging
 - Attend all scheduled sessions at regional, state and national meetings
 - Exhibit behavior that reflects the positive image of FCCLA at all times (eg. Appropriate language, dress, behavior, manners, etc.)
 - Wear official uniform when representing the KY Association (while attending meetings and traveling to and from meetings)
 - Carry out duties as stated in the by laws
 - Cooperate and consult with local adviser and state adviser
 - Keep an up-to-date file of materials and information to turn over to the new officer at the state meeting.
 - Participate in other duties as assigned

All of these expectations will be monitored by the state adviser. Violations will be referred to a committee and appropriate action will be taken with the state adviser making the final decision.

Expectations of State Officers

Date Approved:

2/94

(by Division
Of Secondary
Vocational

1. State Officers shall represent the organization at all times in a manner that will reflect a positive image.
2. State Officers shall set an example for all members by adhering strictly to the Code of Conduct for Students.
3. State Officers are expected to carry out the duties of their office, including
 - a. Being prepared to serve a full term.
 - b. Attending local, state, and national activities including state and national conferences.
 - c. Attending all State Officer training activities, some which may be out of state.
 - d. Serving the needs of local chapters and regions, including assisting with training local and regional officers.
2. State Officers found to be in violation of the above shall be reprimanded which may include resignation from their office according to each individual organization's policies.

(Policies taken from Secondary Kentucky Vocational Student Organizations Policies & Procedures Guide)

8/08

STATE OFFICER EXPECTATIONS

- Set a good example for other officers and members to follow. You shall represent the organization at all times in a manner that will reflect a positive image. When you're out in a group mix and mingle—don't attach to one person. Exhibit qualities of a team player/member when working with local chapters, state staff, advisers, and executive council members. Officers are expected to work harmoniously and respect the opinions, ideas, and decisions of others. The key tools needed to be a successful team player are a positive attitude, flexibility, and the willingness to be supportive of other's ideas.
- As a State Executive Council member, there are many responsibilities. These responsibilities take priority over other

school and community activities. In order to honor these priorities, sacrifices sometimes have to be made, so be prepared to manage them positively.

- Do your best at all times. Make the most effective use of your time.
- Keep all appointments. Plan to arrive a little ahead of schedule.
- Learn all you can about FCCLA on the national, state, and local levels.
- Start all meetings on time—urge all members to be prompt.
- Set definite deadlines for projects. Help everyone see the value of having projects completed by the assigned time. For yourself, get things done ahead of time and be certain you meet the deadlines that are set. Don't forget to budget time for yourself!
- You will be in the limelight, and people will be treating you very special—don't read it wrong.
- State Officers shall set an example for all members by adhering strictly to the Code of Conduct for Students as established by the organization.
- State Officers are expected to carry out the duties of their office including:
 - Being prepared to serve a full term representing their school and district.
 - Attending all state officer training activities, some which may be out of state.
 - Serving the needs of local chapters and regions, including assisting with training local and regional officers.
 - State Officers found to be in violation of the above shall be reprimanded which may include resignation from their office according to each individual organization's policies.

The expectations of state FCCLA officers as listed above and in the state FCCLA officers commitment form must be read and the form signed by all state officer candidates and their advisers.

State FCCLA Officer Commitment Form. (To be signed by each state FCCLA Officer candidate with the understanding that a state officer may be removed from office if he/she does not satisfactorily follow these expectations.)

If elected a state FCCLA Officer, during my year of service I pledge that I will:

- Be dedicated and committed to FCCLA and the total program of Family and Consumer Sciences.

- Attend all executive council meetings in their entirety.
- Attend National Leadership Meeting and take part in all activities including those assigned while at the meeting.
- Attend National events hosted by the State FCCLA Association (e. g. Cluster Meetings, etc.)
- Attend State Officer and Leadership Training Conferences
- Attend State Meeting.
- Attend all scheduled sessions at regional, state and national meetings.
- Exhibit behavior that reflects the positive image of FCCLA at all times (e.g. appropriate language, dress, behavior, manners, etc.)
- Wear official uniform when representing the Kentucky Association (while attending meetings and traveling to and from meetings)
- Carry out duties as stated in the bylaws.
- Cooperate and consult with local adviser and state adviser.
- Keep an up-to-date file to be given to the new state officer.
- Abide by the Code of Conduct put forth for All Career and Technical Student Organization members and officers (Kentucky Career and Technical Student Organizations Policies and Procedures Guide, 1994)
- Participate in other duties as assigned.

The state adviser will monitor all of these expectations. Violations will be referred to a committee and appropriate action will be taken with the state adviser making the final decision.

(Reaffirmed)

8/08

10/11

KENTUCKY ASSOCIATION OF FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Fiscal Management Budget

Date
Approved:

The budget shall be prepared by the State Adviser in consultation with the chairperson of the State Advisory Board and the State Treasurer. It shall be approved by the (also in State Advisory Board and submitted to the State Executive Bylaws) Council.

(Reaffirmed)
8/08
10/11

KENTUCKY ASSOCIATION OF FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Fiscal Management Bonding

Date

Approved :

3/82 The state adviser, state director, and the secretary
handling funds for FCCLA shall be bonded for \$50,000.00.

1/93 **The state adviser, state director, and the secretary
handling (Amended) funds for the FCCLA shall be
bonded for \$100,000.00 each.**

(Reaffirmed)

8/08

10/11

KENTUCKY ASSOCIATION of FAMILY, CAREER
AND COMMUNITY LEADERS OF AMERICA

**Fiscal Management
Savings Account**

Date

Approved :

1/84 **Savings accounts shall be placed in investment
accounts that earn more interest.**

(Reaffirmed)

1/93

(Reaffirmed)

8/08

10/11

KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Installation Appointments Silver Service

Date
Approved :

Silver Service

6/70
Unwritten
Policy

The silver candle sticks and bowl were presented to the Kentucky Association of Family, Career and Community Leaders of America by Mary Bell Vaughan and Mary Lois Williamson in honor of the FCCLA silver anniversary in appreciation of the members, officers, and advisers who had contributed to growth and development of FCCLA during the first 25 years.

(Reaffirmed)
1/93

The silver appointments are to be used each year during installation of state officers.

In addition, the appointments are entrusted to the state president and his/her adviser for one year and are to be used in their local chapter for FCCLA occasions and the Spring Regional Meeting for the installation of officers.

(Reaffirmed)
10/11

KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Installation Appointments Tablecloth

Date Approved:	Tablecloth
4/90	The white tablecloth, given to the association by the 1989-90 state officers and their advisers in memory of Mary Bell Vaughan is to be used on the installation table at the State Meeting. It is entrusted to the
(Reaffirmed)	state president and her adviser for one year and is to
1/93	be used in their local chapter for FCCLA occasions and their Spring Regional Meeting for the installation of officers.
(Reaffirmed)	
8/08	
10/11	

**KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY
LEADERS OF AMERICA**

**State Meeting
Block and Gavel**

Date

Approved:

1945

The block and gavel given to the Association by Dr. Ralph Woods, Director of Vocational Education, in 1945 is to be used at all meetings of the State Executive Council and State Association.

(Reaffirmed)

1/93

(Reaffirmed)

8/08

10/11

KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Scholarships State Scholarship Project

Date
Approved:

1949

The state scholarship project was begun to provide funds for scholarships to recognize outstanding members who plan to study Family and Consumer Sciences in college. The scholarships are supported by voluntary contributions from individuals, chapters and regions.

1993
(Reaffirmed)

Eligibility of Applicants

- A. Plans to pursue a Baccalaureate Degree in Family and Consumer Science in a Kentucky college or university.
- B. Is an active FCCLA member who has made outstanding contributions to FCCLA.
- C. Has an overall scholastic standing of at least a "B" (3.0) for the four years of high school. Individuals with less than a "B" standing will be disqualified and their application returned.
- D. Possesses desirable personal qualities as poise and self-control, has a neat appearance and is punctual, well-mannered and dependable.
- E. Has shown leadership in school and community.

A committee composed of chapter members and advisers reviews all scholarship applications and selects those who best meet the criteria. The number of scholarships given each year depends upon the funds available.

Scholarships are awarded during the state meeting.

8/08
10/11

KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Scholarships Vaughan-Williamson

Date
Approved:

3/72 A Vaughan-Williamson Scholarship shall be given each year to the most outstanding scholarship recipient. The scholarship will come from the regular scholarship fund.

(Reaffirmed)
1/93

(Reaffirmed)
8/08 **This scholarship is awarded \$2,000.00 with half given first semester and second semester the remainder submitted after confirmation of GPA and program of study.**

10/11

KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Scholarships Agnes Foster

Date
Approved:

10/88 A scholarship honoring Agnes Foster shall be awarded each year to a college/university sophomore who is majoring in Family and Consumer Sciences as a freshman.

(Amended)

11/90 A scholarship honoring Agnes Foster shall be awarded each year to a college/university student majoring in Family and Consumer Sciences. The pool of applicants shall include all FCCLA Scholarship recipients and alternates for the three previous years.

(Reaffirmed)

1/93

(Reaffirmed)

8/08

10/11

This scholarship is awarded \$1,000.00 with half given first semester and remainder given after verification of GPA and program of study

**KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY
LEADERS OF AMERICA**

**Scholarships
Ginny Ellington**

Date

Approved:

10/11

A scholarship honoring Ginny Ellington shall be awarded every four years to a graduation senior who is majoring in Family and Consumer Sciences Education. The scholarship is for four years in the amount of \$1,100.00 each year.

The scholarship is to be given to the alternate in the event the recipient does not continue education in Family and Consumer Sciences Education and the alternate is still pursuing the degree.

KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

National Meetings Delegates – Eligibility for Attendance

Date

Approved:

10/93 **The following may attend the National Leadership
meetings:**

- **State officers**
- **Advisers to state officers**
- **National officer candidates**
- **Advisers to national officer candidates**
- **STAR Events participants**
- **Advisers to STAR Events participants**
- **Members who have specific responsibilities at meeting**
- **Other advisers, parents or adults designated by the state adviser to serve as official chaperones or assume assigned responsibilities**

All attending are expected to adhere to the code of conduct set forth by the National and State organization.

(Reaffirmed)

8/08

10/11

KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

National Meeting Expenses of Chaperones

Date

Approved:

1/86

Payment of expenses of chaperones to National Meeting shall be made in the following order:

- **Adviser to state president**
- **Adviser to national officer candidate(s)**
- **Adviser to other state officers**
- **Advisers to STAR Events participants**

(Reaffirmed)

All advisers who attend the National Meeting and stay in the hotel will help chaperone students.

1/93

(Reaffirmed)

8/08

10/11

KENTUCKY ASSOCIATION of FAMILY, CAREER
AND COMMUNITY LEADERS OF AMERICA

**National Meeting
Ratio of Chaperones to Students**

Date

Approved:

2/81 There must be one adult chaperone for each eight students.

(Reaffirmed)

1/93

(Reaffirmed)

8/08

10/11 **The number of adult chaperones must follow district policies.**

KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

Official Uniform For State Officers

Date

Approved:

11/90

The official uniform for the state officers of the Kentucky Association of FCCLA shall be Balfour Blazers.

(Amended)

1/93

The official uniform for the state officers of the Kentucky Association of the FCCLA shall be red blazer purchased from the official emblematic supplier of the national organization.

(Reaffirmed)

8/08

10/11

Official Uniform must be worn any time the officer is to represent the organization in their school, community, state or nationals events.

**KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY
LEADERS OF AMERICA**

Official Travel Uniform For State Officers

Date

Approved:

10/11

Travel uniforms for state officers which are decided by the state adviser each year are to be worn to and from all FCCLA official meetings unless the official Uniform is to be worn.

KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

State Degree Certificates

Date
Approved:

2/87 State degree certificates in the form of parchment paper or graduation type folder will be presented during the state degree ceremony to those who have met the degree qualifications.

(Reaffirmed)
1/93

(Reaffirmed)
8/08
10/11

State degrees will be presented during the state degree ceremony to those who have met the degree qualifications

**KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY
LEADERS OF AMERICA**

Power of One

Date

Approved:

10/11

Power of one recipient will be recognized at the state meeting.

KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

STAR Events Eligible Participants

Date

Approved:

1/86 With the exception of state officers all members may participate
in STAR Events.

(Reaffirmed)

1/93

(Reaffirmed)

8/08

10/11 **Students can only participate in one (1) event per year.**

KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

STAR Events Recognition of State Winners

Date

Approved:

2/87 Recognize 1st, 2nd and 3rd place winners with gold, silver, and bronze medallions and continue giving certificates of 1st, 2nd and 3rd place winners.

2/88 All participants in state STAR Events will receive a gold medallion (Amended) and a certificate with the star rating earned. The super star winners will receive a silver julep cup.

1/93 **All STAR Event participants will be recognized at the State (Amended) Meeting. Special recognition will be given to 3rd, 2nd, and super star winners.**

(Reaffirmed)

8/08

10/11

KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

State Meeting Attendance

Date

Approved:

5/70

Those attending the state meeting must attend the entire meeting.

3/23/72
(Amended)

Delegates and advisers must attend entire meeting unless prior approval given by state adviser and state director.

(Reaffirmed)
1/93

(Reaffirmed)
8/08
10/11

KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

State Meeting Registration Fee

Date

Approved:

1/89

**The registration fee for the State Meeting of the
Kentucky
Association of Family, Career and Community
Leaders of
America is determined annually by the Advisory
Board.**

(Reaffirmed)

1/93

(Reaffirmed)

8/08

10/11

KENTUCKY ASSOCIATION of FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA

State Meeting Ratio of Chaperones to Students

Date

Approved:

2/81

There must be one adult chaperone for each eight students.

(Reaffirmed)

1/93

(Reaffirmed)

8/08

(amended)

10/11

The number of adult chaperones will follow the district policy.