



OREGON
STATE ASSOCIATION

Oregon FCCLA State Leadership Conference 2023 - 2024

Oregon FCCLA State Leadership Conference 2024
March 14-16, 2024

Portland, Oregon

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Additional SLC Resources available at www.oregonfccla.org:

- *State Level Competitive Event Guidelines*
- *State Officer Candidate Application*
- *Nomination Forms*

2023-2024 Oregon FCCLA State Executive Council



Lauren McBurney | State President
Emma Thorstensen | Secretary
Camdyn Weer | VP Membership
Harley Wanner | VP Communications



Oregon FCCLA State Leadership Conference 2024— Portland!

Conference Overview:

Oregon Family, Career and Community Leaders of America and the Oregon Department of Education are excited to invite your FCCLA chapter to the **Oregon FCCLA State Leadership Conference, March 14-16, 2024**, where FCCLA members will help you have a memorable time with FCCLA's Ultimate Journey!

The Holiday Inn Portland-Columbia Riverfront will again be the site of Oregon FCCLA's State Leadership Conference. During the Conference, Oregon's finest high school members will have the opportunity to:

- Test leadership and career skills in competitive events!
- Compete for the opportunity to advance to the National Leadership Conference in Seattle, Washington!
- Earn recognition and attend stimulating leadership sessions!
- Run for election to a State Office and elect State Leaders!
- Participate in fun entertainment and activities!
- Meet and network with fellow members, advisers, industry, and community leaders!
- Enjoy spectacular and inspiring general sessions!
- Earn honors and scholarships as one of the best Career Technical Student Organizations in education!



Holiday Inn Portland-Columbia Riverfront — Home of the 2024 State Leadership Conference

Oregon FCCLA is privileged to celebrate the capstone event of the FCCLA experience in Oregon at the amazing Holiday Inn Portland-Columbia Riverfront. In addition to the incredible opportunities in competition and leadership development, FCCLA members will enjoy the following amenities:

- On-site dining at the Jantzen Breach Bar & Grill for breakfast, lunch, and dinner from 7:00am to 10:00pm
- Located on the scenic Columbia River near I-5
- Complimentary Wi-Fi
- Fitness Facilities
- And more!



Conference Fee Structure

Registration Link: <https://www.registermychapter.com/fccla/or>

Registration Fees

Registration for Members and Advisers

\$130

(Deadline February 9, 2024)

Must be a Nationally Affiliated FCCLA Member or Adviser. Registration for the State Leadership Conference must be completed using the above-referenced link. Registration includes leadership training, eligibility to participate in competitive events, conference t-shirt, tickets to the Trailblazer game, and online registration fee.

Late Registration for Members and Advisers

\$140

(Deadline February 14, 2024)

Cannot guarantee conference t-shirt or Trailblazer tickets

Guests and Chaperones

\$80

Registration includes general sessions, conference t-shirt, and Trailblazer ticket. Chaperones and guests may only receive this price if they volunteer and fulfill competitive event responsibilities, such as evaluating or being a Lead Consultant. **(Deadline February 9, 2024 to guarantee shirt and tickets)**

Culinary Arts

Culinary Arts participants must provide their own ingredients. A list will be sent once the menu is finalized.

Registration for Those Not Staying at the Holiday Inn

Members, advisers, and guests who do not wish to stay at the Holiday Inn will pay **\$175 per person**. This fee includes all the regular conference registration offerings plus an additional fee to contribute to the meeting space expenses that are subsidized by attendees staying overnight at the hotel.

Payment Information

Payment should be made to Oregon FCCLA (**not** National FCCLA). Please wait for the invoice before making a payment. Payment and a copy of the invoice must be received by February 28, 2024, at the Oregon FCCLA Finance Office, P. O. Box 1440, Owasso, OK 74055. Please check with your school's finance department to ensure payment will be received by the correct date.

Questions

For any questions on State Leadership Conference please contact Jane Werner, State Director at statedirector@oregonfccla.org.

Conference Lodging

The Holiday Inn Portland-Columbia Riverfront is the official State Leadership Conference hotel.

Holiday Inn Portland-Columbia Riverfront
909 N. Hayden Island Drive
Portland, OR 97217
503.283.4466

Special Room Rate

FCCLA Guests will receive a special room rate - **\$151 per night**

This rate is available until February 22, 2024.

All rooms are subject to a total guestroom tax, which is currently **16.0%**.

Rooms are based on availability; make your reservations today!

Deadline: February 22, 2024
Group Code: Oregon FCCLA 2024 State Leadership Conference

Parking

Hotel provides complimentary parking for overnight vehicles as space is available.

Important Notes

- Only advisers may contact the Holiday Inn Portland-Columbia Riverfront to reserve hotel rooms.
- To reserve rooms:
 - Call 1-503-283-4466
 - Mention "Oregon FCCLA 2024 State Leadership Conference" for the special room rate.

No Refunds

As a reminder, there are no refunds (conference registration or hotel) for cancellations that occur after February 23, 2024, the final change deadline.

Important Dates

January 8, 2024 (REGISTRATION OPENS)

- State Leadership Conference registration open.
<https://www.registermychapter.com/fccla/or>

February 9, 2024 (REGISTRATION DEADLINE)

- State Leadership Conference registration due.
- All members competing in STAR Events must be affiliated with National FCCLA. National FCCLA membership deadline is February 1, 2024.

February 15, 2024

- Final submission date for the following items. Please complete all forms online for state awards (links to forms can be found online at www.oregonfccla/resources.org under Recognition and Scholarships):
 - Administrator of the Year Nomination
 - Adviser of the Year Nomination
 - Community Service Activity Report
 - Five Star Chapter Award
 - State Officer Candidate Application
 - Four Year Member Award
 - Five Year Member Award
 - National Leadership Honor Roll

February 22, 2024

- Hotel room reservation deadline for conference room rates.

February 23, 2024

- Deadline for late registration and ALL substitutions or changes to registration—there will be **NO REFUNDS** for registration, *only substitutions*, and a \$10 change fee will be added to your invoice for each change that is made to your registration.

March 1, 2024 – National Awards Applications Deadline

- The following forms are submitted to the **National FCCLA Office**. To complete these forms please visit the **Surveys/Applications tab in the membership portal by March 1, 2023**. More information about these national recognition programs is available at www.fcclainc.org:
 - National Educated Adviser Award
 - National Alumni Achievement Award
 - National Distinguished Service Award
 - National FCCLA State Adviser of the Year
 - National Honorary Membership
 - National Chapter Public Relations Award
 - National STAR Events Volunteer Award

March 14-16, 2024

- State Leadership Conference!
 - Adviser Assurance Form (available in this packet) – turn in at registration

Pre-Registration Checklist

All registration must be submitted electronically, via Register My Chapter; access online registration by visiting <https://www.registermychapter.com/fccla/or>.

Registration information is located at the end of this Guide.

When registering your chapter for State Leadership Conference, the following information should be readily available:

- Chapter member's first and last name
- T-Shirt size
- Grade in school
- Gender
- Membership status
 - Level 1 – Grades 8 and below
 - Level 2 – Grades 9 and 10
 - Level 3 – Grades 11 and 12
- Competitive events for each student
- List of guests or chaperones

Registration Reminders

The following forms are required with your State Leadership Conference Registration:

(Online deadline January 31, 2024)

- ✓ Registration entry per person in attendance (online through the registration system)
- ✓ Competition registration (online through the registration system)
- ✓ Adviser Statement of Assurance Form - collected at registration

Registration Tips

- *Avoid common registration frustrations! Read this registration packet in detail! Assign it for extra credit to chapter officers to ensure that multiple members of your chapter are familiar with the SLC requirements and procedures.*
- *Read the FCCLA Competitive Events Guide 2023-2024 edition. Additions to this guide have been made, so please ensure you are using the most up-to-date information when preparing for competitive events.*
- Follow-up with the district or business office to ensure the invoice will be paid on time.
- Photocopy all forms and correspondence for your records and bring them with you to SLC!
- Make registration checks payable to: Oregon FCCLA and mail to P. O. Box 1440 Owasso, OK 74055.
- Carefully review the Oregon FCCLA Dress Code Policy and Code of Conduct standards with your students before you arrive for SLC. The Dress Code has been updated for 2023-2024.
- Email registration questions to register@oregonfccla.org

Tentative Agenda*

Tentative and subject to change without notification (updated 11/27/2023). Attire is FCCLA Dress for all events, unless otherwise specified. See the Oregon FCCLA Dress Code for additional details. *Locations will be announced as we get closer to the event.

Thursday, March 14, 2024:

| | |
|-------------------------|---|
| 1:00 p.m. – 2:00 p.m. | Adviser & Lead Consultant Meeting/Registration |
| 2:00 p.m. – 3:00 p.m. | State Officer Candidate—Briefing and Interviews |
| 2:00 p.m. – 3:30 p.m. | Culinary Arts Participant Orientation and Test |
| 4:30 p.m. – 6:00 p.m. | Opening Session – Moda Center (transportation not provided) |
| 7:00 p.m. – 9:00 p.m. | Portland Trailblazers vs. NY Knicks |
| 9:30 p.m. – 10:00 p.m. | FCCLA General Session & Business Meeting |
| 10:30 p.m. – 11:00 p.m. | Competitive Event Practice (on your own) |
| 11:00 p.m. | Curfew |

Friday, March 15, 2024:

| | |
|------------------------|--|
| 7:15 a.m. – 8:00 a.m. | Judge, Lead Consultant, Adviser Breakfast |
| 8:30 a.m. - 9:30 a.m. | FCCLA Business Session Candidate Speeches |
| 9:30 a.m. - 10:00 a.m. | State Officer Candidate Meet & Greet |
| 9:30 a.m. – 10:00 a.m. | Judge Orientation Not Culinary Arts Judges |
| 10:00 a.m. – 4:30 p.m. | Culinary Arts STAR Event (On-Site) |
| 10:15 a.m. – 4:30 p.m. | STAR Competitive Events |
| | Event Preparation Holding |
| 12:00 p.m. – 1:30 p.m. | Judge's Lunch (as schedule allows) |
| 1:00 p.m. – 4:00 p.m. | Exhibits and Spotlight on Projects |
| 1:00 p.m. – 4:00 p.m. | Workshops |
| 11:30 a.m. – 1:30 p.m. | Chapter Caucus (<i>and lunch on own</i>) |
| 2:00 p.m. - 2:45 p.m. | Polls Open |
| 5:00 p.m. – 7:00 p.m. | Dinner on your own |
| 7:00 p.m. - 8:00 p.m. | State Officer Transition Meeting |
| 8:00 p.m. - 10:00 p.m. | Evening Activity |
| 11:00 p.m. | Curfew |

Saturday, March 16, 2024:

| | |
|------------------------|-------------------------------------|
| 8:00 a.m. – 9:00 a.m. | FCCLA Adviser Meeting/NLC Updates |
| 8:00 a.m. – 9:00 a.m. | Newly Elected State Officer Academy |
| 9:30 a.m. – 11:00 a.m. | FCCLA Grand Awards Session |

Competitive Event Overview

STAR Events (Students Taking Action with Recognition)

STAR Events offer FCCLA members the opportunity to expand their leadership potential and develop necessary skills for life and for future families, communities, and workplaces. Members can demonstrate family and consumer sciences skills, career skills, and interpersonal skills through competitive events. Events in Oregon FCCLA begin at the State Leadership Conference, and STAR Event Participants can advance to the National Leadership Conference. For a complete list of STAR Events, visit the STAR Events section of the National FCCLA website, <http://fcclainc.org/programs/star-events.php>.

Eligibility

To be eligible for competition, FCCLA members must be affiliated members of an active FCCLA chapter. Members wishing to compete in a Competitive Event must be affiliated by **February 1, 2024**. Visit www.fcclainc.org to complete the affiliation process.

National STAR Events

Baking and Pastry (not offered at 2024 SLC)
Career Investigation
Chapter in Review (Display and Portfolio)
Chapter Service Project (Display and Portfolio)
Culinary Arts ([link to national rubric](#))
Digital Stories for Change
Early Childhood Education
Entrepreneurship
Event Management
Fashion Construction
Fashion Design
FCCLA Chapter Website
Focus on Children
Food Innovations
Hospitality, Tourism and Recreation

Interior Design
Interpersonal Communications
Job Interview
Leadership
National Programs in Action
Nutrition and Wellness
Parliamentary Procedure
Professional Presentation
Promote and Publicize FCCLA
Public Policy Advocate
Repurpose and Redesign
Say Yes to FCS Education
Sports Nutrition
Sustainability Challenge
Teach or Train

State Only Event

Culinary Event (Levels 1-2)



Judges Needed

The Oregon FCCLA Competitive Events Program requires an extraordinary amount of effort, work, and volunteer spirit to be successful and truly prepare students for career achievement. If you have chaperones, contacts, and colleagues that are willing to judge events, we would love to get them involved. Please have volunteers interested in judging register at this link: <https://oregonfccla.org/conference-judging/>. We will contact them with information and follow-up.

Leadership Opportunities

Running for State Office

During the State Leadership Conference, members will have the opportunity to run for an office on the 2024-2025 State Executive Council. All members that are dedicated to FCCLA, have served as a chapter officer or committee member, have a passion for leadership, and enjoy working with others to improve the organization are encouraged to run for office. Please consult the State Officer Candidate Guide for a list of eligibility requirements. Being a State Officer for the Oregon Association of FCCLA is an incredible honor.

Each candidate must complete the 2024-2025 State Officer Candidate Application Packet, which can be found on the Oregon FCCLA website under “State Officers”. The application must be submitted online by January 26, 2024. Each chapter will be eligible to have a maximum of three (3) students elected to the State Executive Council.



National Leadership Honor Roll

The National Leadership Honor Roll recognizes FCCLA members who achieve academic, leadership, and career success. To be recognized for the National Leadership Honor Roll, members need to achieve the following:

- 3.5 GPA
- Be a current FCCLA Member—affiliated online by February 1, 2024
- Complete a professional profile in LinkedIn
- Provide a brief testimonial on how FCCLA has positively prepared the member for college, career, and life success



Members who achieve National Leadership Honor Roll distinction will receive recognition at the State Leadership Conference. Honorees will also receive a certificate and lapel pin to commemorate their achievement.

To apply, visit www.oregonfccla.org. All applications must be submitted by January 31, 2024.

Voting Delegates

As a student-led association, the power to change, direct, and propel the association rests with student voting delegates. Voting delegates elect state officers and approve any additional business of the organization.

Voting Delegates are required to attend the following meetings:

- Voting Delegate Orientation
- Opening General Session and FCCLA General Session
- Officer Candidate Meet & Greet
- FCCLA Business Meeting
- Voting Session



Voting Delegates are determined by the membership affiliation of each school. Below is the outline of how many voting delegates a chapter may receive:

- 1 – 19 affiliated members = 2 Voting Delegates
- 20 – 49 affiliated members = 3 Voting Delegates
- 50 – 100 affiliated members = 4 Voting Delegates

Voting delegates are indicated by a ribbon added to their nametag. Ribbons will be in chapter packets at registration.

Voting delegates will receive an orientation paper in their chapter's registration packet. Delegates must attend the voting session where they will be given instructions and cast their vote on Friday of the State Leadership Conference.

Adviser Reminders

As leaders and teachers of young professionals, it is important that we prepare our students for this upcoming event. The following information will help you plan for the State Leadership Conference (SLC) and prepare your students with important information about the conference.

Code of Conduct

Oregon FCCLA has established a Participant Conduct Code, which can be found in the Student/Adviser Participation Forms Packet. Please review it carefully with your students prior to the conference.

Additional Conduct Code forms can be found on the Oregon FCCLA website under the State Leadership Conference information. Each student must sign a Conduct Code form, found in the Student/Adviser Participation Forms Packet, agreeing they will abide by the rules of the conference. Advisers will keep the Conduct Code forms on their person during the State Leadership Conference and have them available for the State Adviser if needed.

Curfew

While attending the conference, please keep in mind the event has a curfew. Therefore, be mindful of this curfew when taking your students out for the evening. In addition, please make sure that there are no pizza deliveries after curfew, no running to the soda machine, or chapter meetings in an adviser's room running so late that students will be in the hall after curfew. As an adviser, please do your part to help make the system work for the benefit of everyone. Please plan for your chapter meetings and any late-night food supplies for your students within curfew requirements.

We all need to work together to keep the noise level in the hallways down during all hours. Remember there are other guests in the hotel besides those with our organization.

Chapter advisers are responsible for the conduct of their chapter members. Unfortunately, simply checking to make sure your students are in their rooms at curfew does little to ensure they will stay there. Therefore, advisers should be visible in each hall for at least one hour past the published curfew.

Onsite Chaperoning

Having your students check in with you at least three times per day is recommended. Let your students know of your whereabouts so they can easily do this. Use your room door as a message center. Have your students work together to remind each other of the times and locations for their events and activities. When you are busy assisting with an activity, make sure you let your students know where your assignment will be and have them write it down in their programs.

Remind students to thank the event staff, judges, and volunteers. They appreciate knowing their hard work has benefited the students. If you plan to use parent chaperones, encourage your officers to plan a special way to thank them at the conference or upon returning home.

Adviser to Student Ratio

The Adviser-to-Student Ratio for the State Leadership Conference is required to be a minimum of one (1) Adviser for every ten (10) student delegates. Advisers should check their school district's policy regarding supervision of students on trips.

Visibility

Drop in and check on your students. Performing a "head count" at curfew time is vital. Be sure to physically see every student at curfew. Ask questions about events and have a conversation with them so you can see how things are going.

Students with Special Needs

If you contact us prior to the conference, we can make the conference and competition as barrier free as possible. Please inform us about participants needing accommodations during the registration process. Also, please inform the hotel when making room reservations.

Please inform Oregon FCCLA by February 9, 2024, of any special requirements that may be needed for competitions and sessions.

Adviser Assignments

Please be prepared to assist as a competitive event lead or assistant lead. If you are bringing chaperones, we could use their assistance as well. Your support will continue to ensure a smooth-running conference.

Statement of Assurance

Oregon FCCLA State Leadership Conference | March 14-16, 2024

Advisers attending Oregon FCCLA events must review, sign, and upload this agreement as part of the registration process.

As the adviser responsible for the students attending this event, I confirm that:

- I have read and understand the Adviser Code of and will always abide by the Code.
- I have reviewed the Permission & Medical Release Form with my students, and I will have a completed copy of the Permission & Medical Release Form for each student attending in my possession for the duration of the above event, including travel to and from this event.
- I understand that Oregon FCCLA will not collect the individual student forms for this event and that they are to be kept in my possession.
- I understand that proper completion of the Permission & Medical Release Form provides the best protection for my students' needs and my liability during an Oregon FCCLA event.
- I understand that students attending the above event will have the opportunity to participate in activities outside of the conference facility, thus requiring walking or further public transportation. I have discussed this with the students and their parents/guardians and have also informed them of proper etiquette and safety precautions while traveling in/around metropolitan areas.
- I understand the hotel check-in is at 4:00pm, and that rooms will not be available before then.
- I have checked with my administrator and have secured authorization for my chapter to travel to this event and have reviewed all school/district policies regarding supervision of students on trips and will abide by them.
- I understand that Oregon FCCLA requires a chaperone to student ratio of 1:10 at all events.
- The responsibility for the safety of the attendees from this chapter rests with the individual signing this Statement of Assurance. The Adviser must be on-site at the event from start to finish including overnight. If the chapter participates in offsite activities/tours the adviser must provide proper chaperoning of all students (both those that remain on site and those participating in the offsite activities/tours).
- I will participate in all general sessions during the conference and fulfill my assigned responsibilities during the conference.
- I will patrol the halls (even during the day, if necessary), stay up until students and/or halls are quiet, enforce the conference Code of Conduct and Dress Code, and regularly check-in with my students.
- I will ensure that myself and chaperones assisting me will: Be 21 or older, Follow the conference Code of Conduct and Dress Code, & Act responsibly and interact appropriately with students.

I have read the above and hereby offer assurance that I understand and agree to comply with the policies stated on the Permission Forms as indicated by my signature appearing below.

FORM IS TO BE PRINTED, PHYSICALLY SIGNED, & UPLOADED. TYPED ENTRIES ARE NOT ACCEPTED.

| | |
|---------------------|--|
| Adviser Signature: | |
| Print Adviser Name: | |
| Chapter Name: | |
| Date: | |

Student and Chaperone Code of Conduct

Students and Supervisory Adults for all FCCLA Conferences and Activities 2023-2024

1. Chaperones, guests, and alumni must be on-site for their entire assigned responsibilities for the Oregon FCCLA State-sponsored event.
2. Chaperones, in coordination with their chapter adviser, are responsible for being available to their students and other delegates 24 hours each day. Supervision responsibilities begin from the time parents/guardians leave students with the adviser until the time they pick them up after the activity.
3. Chaperones, guests, and alumni are responsible to follow all behavior, conduct, and dress code requirements set forth for delegates at this event.
4. No alcohol is to be consumed by any chaperone, alumni, or guest on the event site during the event, even if the adult is not "on duty" or responsible for student delegates.
5. When a chaperone, guest, or alumni is assigned job duties, it is his/her responsibility to promptly carry out those duties or advise their chapter adviser or the State Director that he/she will not be able to fulfill their responsibility.
6. The Saturday evening social is for student delegates. Invited chaperones, guests, and alumni must behave in the role of an adult chaperone and not as a student delegate if assigned to attend these events.

By signing the Oregon FCCLA Chaperone/Guest/Alumni Conduct Code, the adviser agrees to abide by the rules set forth in this document.

Typing/writing your name in the box below serves as your signature and confirmation of understanding.

| | |
|--|--|
| Student Name (Please print): | |
| Student Signature: | |
| Chaperone/Guest/Alumni Signature (Please print): | |
| Chaperone/Guest/Alumni Signature: | |
| Chapter Affiliation: | |
| Date: | |

Permission & Medical Release

(5 PAGES TOTAL)

ALL OREGON FCCLA SPONSORED ACTIVITIES 2023-2024

CODE OF CONDUCT

Attendance at any Oregon FCCLA sponsored conference or activity is a privilege. The following conduct policies will apply to all delegates: students, alumni, advisers, and any other authorized persons attending the activity. This form must be signed by each student and alumni (under 21) attending a Oregon FCCLA activity and submitted to the chapter adviser prior to the respective registration deadline. The chapter adviser must have a completed copy of the permission/medical release form for each student attending in their possession for the duration of the event, including travel to and from the event. This form must be kept on file in the local school district after conference.

Delegates shall abide by the rules and practices of Oregon FCCLA *and school district policies* at all times to, during, and from the designated point of origin of the activity. Delegates shall respect and abide by the authority vested in the Oregon FCCLA organization. The standards outlined in this document constitute the Oregon FCCLA Code of Conduct.

The following shall be regarded as severe violations of the Oregon FCCLA Code of Conduct:

Should a conduct code violation occur for item 1 through 7 below, regardless of when exposed, the violating student(s) will be sent home and will not be eligible to attend any other state, regional, or national conference during that school year. If the violation warrants it, law enforcement may also be notified. Determination of penalties for violations will be at the discretion of the State Management Team or the Board of Directors/Trustees.

1. **Alcohol, Drugs and Tobacco:** a student shall not possess, use, transmit, be under the influence of, or show evidence of having used an alcoholic beverage, other drugs, substances or tobacco products capable of or intended, purported, or presumed to be capable of altering a student's mood, perception, behavior or judgment; other than properly used, over-the-counter pain relievers and medications prescribed by a physician for an individual student and must be on record with the adviser. Nor shall the student possess, use, sell or transmit paraphernalia associated with drugs, alcohol, or chemical substance in any form (including tobacco), at any time, or under any circumstances, on public or private properties.
2. **Curfew:** Committing serious violations of curfew regulations as outlined in item 9 below.
3. **Willful Companionship:** Being in the willful companionship of someone who violates any portion of the conduct code or failing to report any direct knowledge (other than hearsay) of the conduct code violations.

4. **Personal Conduct:** Cheating, dishonesty, or taking unfair advantage of others; participating in social activities other than those with conference participants; conducting acts and/or possession of weapons capable of causing bodily harm or fear of life, defacing, or stealing any public or private property (for which financial responsibility will rest solely with offending individuals or their chapter); breaking the law; other serious violations of personal conduct regulations.
5. **Serious Violations** of the student conduct code of the school district or school that the student represents.
6. **Private Transportation:** Driving or riding in a private automobile during a conference, unless accompanied by an authorized adviser. (Delegates are to be housed at the conference site). Occasionally a chapter adviser, under special circumstances, may allow a student to drive or ride in a private automobile to a conference. These students are required to complete a "Permission to use Private Transportation" form to the chapter adviser prior to the conference. Permission to drive/ride applies to transportation of the student named on the form and only to and from the conference site. Once a driving/riding delegate has arrived at the conference site, he/she shall not be in a private automobile again until leaving the site at the end of the conference.
7. **Abusive Behavior and Lewd Conduct:** A student shall not engage in any lewd, indecent, sexual, or obscene act or expression or possess such materials. A student shall not engage in verbal, physical or sexual harassment, hazing, or name-calling. The use of slurs against any person on the basis of race, color, creed, national origin, ancestry, age, sex, sexual orientation, or disability is prohibited.

The following shall be other violations of the Oregon FCCLA Code of Conduct:

Should a conduct code violation occur for items 8-13 below, regardless of when exposed, the violating student(s) may be sent home and may not be eligible to attend any other state, regional or national conference during that school year. Determination of penalties for violations will be at the discretion of the State Management Team or the Board of Directors/Trustees or local adviser.

8. **Conference Conduct:** Failing to wear the supplied conference ID badge and wristband (when provided) at all times from arrival at the conference until departure at the end of the conference; leaving sessions prior to their conclusion (except in the case of emergency); failing to attend all general sessions and assigned activities (including workshops, competitive events, committee meetings, etc.) for which a delegate is registered (unless engaged in a specific assignment taking place at the same time); not abiding by the rules and regulations of FCCLA or school/district policies from the time he/she leaves his/her home or school for any activity and the time he/she returns to the same home or school following the activity.
9. **Curfew:** Failing to be in your assigned hotel room from the curfew time designated in the conference program until 6 a.m.; causing any noise or other disturbance audible by anyone in the hallway after designated curfew time; ordering any food

- after the designated curfew time; causing any other unnecessary disturbance or participating in any other inappropriate activity after the designated curfew time.
10. **Dress:** Failing to abide by the dress regulations established for the conference, as outlined in the Dress Code.
 11. **Personal Conduct:** Failing to report accidents, injuries or illnesses immediately to the local FCCLA adviser; failing to keep adult advisers informed of activities and whereabouts at all times; failure to comply with established grievance process for disputes about competitive event results/processes (including personally confronting judges or event administrators); using tobacco products outside of local school district policies and state law; having a member of the opposite sex in a room if no adult chaperone is present and the room door is not visibly open (e.g., the door may be propped wide open), having a delegate or adviser of the opposite sex in a room without a third person present and the door visibly open.
 12. **Hotel Conduct:** Failing to meet the professional standards of housing facilities; accruing incidental room charges (i.e., phone calls, room service, pay-per-view movies, etc.) without settling the account prior to check-out; throwing objects out the window or into the hallway; moving hotel furniture from rooms (e.g., onto the balcony); failing to follow hotel rules and regulations.
 13. **Social Media & Online Presence:** In the online environment, students must follow The Oregon FCCLA Code of Conduct and conduct themselves online as they would in person. Think before you post and use discretion when posting online as you will leave a long-lasting impression of yourself, your school and FCCLA. Social media venues are public, and information can be shared beyond your control. Never post confidential or personal information. Do not misrepresent yourself by using someone else's identity. Be respectful and avoid comments that may be hurtful. Never use profane, obscene, or threatening language. Never use slurs based on the gender, race, disability, or orientation of another person. Never post sexually explicit pictures, videos, or content. Cyberbullying is considered an act of harassment and will not be tolerated. Use of FCCLA logos or images on your personal social networking sites is prohibited. If you wish to promote a specific FCCLA activity or event, you may do so only by means of a link to the official FCCLA social media accounts.

Individual School District Policies may supersede the Code of Conduct.

OREGON FCCLA DELEGATE PERMISSION & MEDICAL RELEASE FORM

(Students and Alumni are collectively referred to as "Delegates" in this document)

Conduct Code Endorsement, Permissions to Attend Oregon FCCLA Sponsored Activities, and Authorization to use pictures or student name in publications.

Release of Claim for Damages, Emergency Medical Treatment Authorization

| | |
|-----------------------------|----------------------|
| Name of Delegate: _____ | Date: _____ |
| Home Address: _____ | Phone: _____ |
| _____ | Date of Birth: _____ |
| Name of High School: _____ | Phone: _____ |
| Adviser(s) in Charge: _____ | _____ |

This is to certify that *the above-named delegate* has my permission to attend all Oregon FCCLA sponsored activities. I also do hereby, on the behalf of *the above-named delegate* absolve and release Oregon FCCLA, the school officials, the FCCLA chapter adviser(s), conference staff, and Oregon FCCLA staff from any claims for personal injuries/damages which might be sustained while he/she is en route to and from or during the FCCLA sponsored activity.

I authorize the above-named adviser or the Oregon FCCLA staff to secure the services of a doctor or hospital for *the above-named delegate*. I will incur the expenses for necessary services in the event of accident or illness and provide for the payment of these costs.

I grant permission to Oregon FCCLA and its staff/contractors, State Department of Education, and sponsors/supporters to use the above delegate's name and likeness (including photographs, video footage, silhouettes, and audio clips) in publications, productions, promotions and on websites for informational, promotional and other related purposes without further consideration, and acknowledge the right of Oregon FCCLA to crop, treat, edit, or otherwise modify the photographs, video footage, silhouettes, and audio clips at their discretion.

I also understand that the chapter adviser determines the criteria at the local site, for individual students and alumni to attend and participate at all FCCLA activities.

We have read and agree to abide by the supplied Oregon FCCLA Code of Conduct. Should a code of conduct violation occur, law enforcement personnel and or security may be called to assist, and a conduct code committee may be called with the ultimate punishment being that the student may be disqualified and sent home at their/their family's expense and/or be removed from office if in an officer status. If the delegate is sent home reasonable care shall be exercised to ensure a safe, expedient, and financially feasible mode of transportation back to the home community of the delegate involved. We are aware of the consequences that will result from violation of any of the above guidelines.

| | |
|-----------------------------------|-------------|
| Student Signature*: _____ | Date: _____ |
| Parent/Guardian Signature*: _____ | Date: _____ |
| Chapter Adviser Signature*: _____ | Date: _____ |
| School Official Signature _____ | Date: _____ |

MEDICAL INFORMATION

Known allergies (drug or natural): _____

Special medication being taken: _____

Date of last tetanus shot: _____

History of heart condition, diabetes, asthma, epilepsy, or rheumatic fever: _____

Any physical restrictions: _____

Other conditions: _____

Family doctor: _____ Phone: _____

INSURANCE INFORMATION

Company Name: _____ Policy Number: _____

*** This form consists of five total pages. Signatures on this page apply to the content included on all three pages.**

Oregon FCCLA Dress Code

FCCLA members and advisers are representing an outstanding student organization and should project the image of a leader. Attendees at state and national meetings are required to adhere to the mandatory dress policy listed below. This policy applies to all state and national meetings for students, advisers, and guests in attendance. Advisers are responsible for enforcing the dress policy with their students. Delegates and guests not adhering to the dress policy will not be admitted into sessions.

It should be noted that the official FCCLA uniform is always acceptable and encouraged for members during FCCLA events.

| <u>Dress Attire</u> | <u>Students</u> | <u>Advisers/Chaperones/ Guests</u> |
|--|---|---|
| Professional: <i>General Sessions, Exhibits, Workshops, Competitive Events, and Recognition Sessions</i> | <ul style="list-style-type: none"> ● FCCLA red blazer is encouraged ● Professional white or black shirt ● Neckwear options can include the neckwear from the official emblematic supplier; black or red tie; black or red bow tie; single strand of pearls; red, black, or white scarf; or no neckwear ● Black bottoms (slacks, skirt, sheath dress) ● Shoes (black preferred) ● Red, black, or white polo or professional white shirt (long or short sleeve) ● Jeans, t-shirts, athletic wear are NOT acceptable <p>Exception: Culinary Arts participants are welcome to wear their Chef's Attire during the STAR Events Recognition Session</p> | <ul style="list-style-type: none"> ● Business professional ● Jeans, t-shirts, athletic wear are NOT acceptable |
| Opening Session at Moda Center <i>Special attire for Opening Session and basketball game</i> | <ul style="list-style-type: none"> ● Chapter or SLC t-shirt ● Black bottoms (slacks, skirt, sheath dress) ● Comfortable Shoes ● Jeans with NO HOLES will be acceptable | <ul style="list-style-type: none"> ● Chapter or SLC t-shirt ● Black bottoms (slacks, skirt, sheath dress) ● Jeans with NO HOLES will be acceptable ● Comfortable shoes |

| | | |
|---|--|--|
| Casual: <i>Travel to and from FCCLA functions, recreational tours, theme parks, and other casual activities</i> | <ul style="list-style-type: none"> ● Casual slacks, shorts, jeans, athletic and tennis shoes | <ul style="list-style-type: none"> ● Casual slacks, shorts, jeans, athletic and tennis shoes |
| Pool Attire: | <ul style="list-style-type: none"> ● Conservative swimsuit/ swim trunks (one piece or moderately cut two-piece, no speedos) ● <i>Shirt/cover-up and shoes must be worn to and from pool area</i> | <ul style="list-style-type: none"> ● Conservative swimsuit/ swim trunks (one piece or moderately cut two-piece, no speedos) ● <i>Shirt/cover-up and shoes must be worn to and from pool area</i> |

Inappropriate Attire

The following should not be worn to any FCCLA activity:

- Clothing and accessories, which are sexually suggestive, which advertise drugs, alcohol, or tobacco products, or display profanity; or are affiliated with gangs
- See-through, tight fitting, spaghetti straps, strapless, extremely short, or low-cut blouses/tops/dresses/shirts; and very short skirts
- Pants or skirts which are worn below the hipbone; visible undergarments
- Spandex, leggings, stirrup pants, leotards, short shorts, cutoffs, pajamas
- Clothing which is stained, torn, or ripped
- Athletic clothing
- Swimwear
- Bare feet
- Night wear (pajamas) should not be worn outside of your hotel room

Dress to Impress!

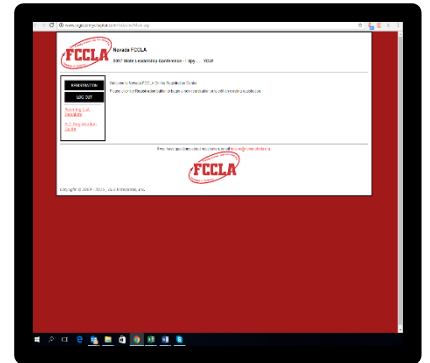
When you look your best, you have a great chance of leading at your best! Contact your State Officer Team for tips and any assistance on FCCLA Dress for conference!



Registration Guide

All registrations must be submitted electronically, via Register My Chapter; access online registration by visiting <https://www.registermychapter.com/fcla/or>

1. In your web browser, go to the web site that you were given for registration. A screen similar to the following screen should appear:
2. Click the **Registration** button to begin registration. You will be asked to log in. You will be required to log in using the username and password that is used for your online affiliation portal.
3. The first time in, you will be asked to verify your school information. Double check all the fields and press the **Submit** button at the bottom to save any changes.
4. You will need to add yourself as the adviser to the attendee list. Click Add Adviser. This will show a list of advisers from the affiliation portal. You can then use the drop-down menu to indicate which adviser(s) will be attending. **If the adviser is greyed out and you are unable to add them then they have not been paid for in the affiliation portal. Please go to the affiliation portal and pay for their membership.
5. Click the **Add Student** button to add a student to the list. This will bring you to a search box. It is recommended that you keep it simple and only search using one or two letters or leave it blank, and it will bring up your entire list of student names. Use the drop-down menu to indicate which student(s) will be attending. Indicate if the student will be volunteering and select the appropriate T-shirt size. Then click the continue button. The system will then take you through detailed information for each student. **If the student is greyed out and you are unable to add them then they have not been paid for in the affiliation portal. Please go to the affiliation portal and pay for their membership.
6. On the **Events** tab you can indicate what event each participant is participating in. To enter **team** events, be sure to select the correct team number. The number should be 1 for the first team for this event, and 2 for the second team for this event, etc.
7. Continue adding names until you have entered all your students. If you attempt to enter more students in an event than are allowed, you will be informed and not allowed to exceed the event maximum. At any point, you may press the **View Registration** button to get an idea of your total invoice amount and a better understanding of who is registered for which events.
8. If you need to change any information for a student, click on the **Edit** link next to the student's name. You can also directly edit which event a student is in by clicking the **Event** link next to the student's name.



9. If you will be bringing additional chaperones that are not part of the chapter, you can use the **Add Other Name** button to enter their information.
10. When you are finished, press the **Finished Registering** button at the bottom. At this point, you may have several red messages at the top of the screen. Please read these carefully. Your registration will not be complete until these problems have been resolved. To correct this problem, click the **Back to Registration** link at the bottom. Select the student you may be having registration problems with and click the **Edit** link beside that student. Change the information you need to change, and press **Submit** to save. When you're finished making these changes, press the **Finished Registering** link again.
11. If you get a message that states that you have not met the minimum requirements for an event, then you must click the **Back to Registration** link and either add students to those events that are short or remove students from those events that are over the limit. When you're finished making those changes, press the **Finished Registering** button again.
12. When you have corrected any problems that may have appeared, press the **Confirm** link at the bottom to confirm that the estimate is correct. A copy of the email will be sent to you and to the State Adviser. **Print** a copy of this **registration estimate** from the Finished Registering screen. You can use this to begin processing payment through your business office. **IMPORTANT:** You will receive an official **Invoice** from the state business office following the closing of the registration system. **Do not** pay from the Registration Estimate.
13. If you need to edit your registration, you may come back to this location and make changes until the close date/time. After that date/time, no more changes may be made.
14. To make changes, click on the **Registration** button at the left. After logging in, the list of Registered Individuals will appear. Simply click the **Edit** link and make any changes you need. When you do this, remember to press the **Finished Registering** button to check for problems and to resubmit the invoice.
15. Once you are finished with your registration, be sure to either click the **Log Out** link to make sure that the connection is securely closed or exit your browser. This will ensure that no one can get in and make changes to your registration.