OREGON
STATE ASSOCIATION

State Officer Candidate Guide
2027-2028

LETTER TO CHAPTER ADVISERS

Dear Oregon FCCLA Chapter Advisers,

Thank you for supporting your students in pursuing a State Officer position with Oregon FCCLA! Our 100X State Officer Program provides tremendous opportunities for students to gain new leadership skills, learn critical thinking, improve their planning and organizational skills, become stronger public speakers, demonstrate initiative, and practice real-world professional skills before they leave high school. In short, being a State Officer is a unique and valuable experience that we are excited to share with your students!

Along with the considerable benefits that come with being a State Officer, **there are important responsibilities that officers take on** that help shape the direction and longevity of our state association. We need your help to ensure that students who plan to run for State Office are aware of and dedicated to these responsibilities. If elected, both adviser and officer will ensure that those responsibilities are fulfilled.

As an adviser with a candidate and (if elected) a State Officer, the expectation is that you will commit to the following:

- Assist your candidate with completing all required aspects of the State Officer candidate application and review their candidate speech.
- Make a personal commitment to cooperate with the State Adviser to ensure that your State Officer fulfills all their elected State Officer responsibilities, including responsibilities for non-mandatory events.
- Serve as an ongoing mentor for your State Officer.
- Review with your officer the schedule of virtual and in-person meetings to ensure that they are on track and up to date on all team assignments.
- Assist with travel arrangements, traveling with your officer when necessary.
- Assist with the ongoing training of State Officers.

Having a State Officer is a commitment, however, know that the Oregon FCCLA State Staff: State Adviser, dedicated State Officer Coach, Competitive Events Coordinator, and Development Coordinator is here to support YOU and your officer every step of the way.

By signing the forms included in this guide, you are making a commitment to your candidate/State Officer and Oregon FCCLA. As a State Officer Adviser, you are a part of the team too.

Thank you for encouraging your student to step forward and to seek a State Officer position with Oregon FCCLA. We look forward to watching their professional development along the way!

Warmly,

Olivia Oster
State Adviser
Oregon FCCLA

IS RUNNING FOR STATE OFFICE RIGHT FOR ME?

Dear Potential Oregon FCCLA State Officer Candidate,

We are so excited that you are considering running for Oregon FCCLA State Office! The opportunities provided to State Officers are tremendous and many of our State Officer alumni count their time as an officer as a pivotal experience in their life. Along with the opportunities and benefits of being an officer comes many important responsibilities.

The average State Officer will spend three to five hours a week working on their State Officer projects and responsibilities. Prior to State Officer meetings, conferences, and FCCLA events, the amount of time required tends to spike as officers finalize preparations and polish up assignments. You will be required to participate in the team decision-making process, perform your assigned tasks, and attend all required conferences and events. Academics should still be your number one priority, but it is still required for your State Officer responsibilities be completed by their own deadlines. We understand that this can sound a little overwhelming, but you will have a State Officer Leadership Coach that can assist you with time management if needed!

If you are elected, you will be required to attend conferences, officer meetings, and FCCLA events throughout the year. You will not be allowed to leave early, come late, or miss any parts of these events (except in the case of an extreme emergency) without prior approval from your State Officer Coach. We have frequently had officers who had to miss out on big games, dances, trips, etc., because they conflicted with their State Officer responsibilities. The expectation is that your State Officer responsibilities and commitments will take priority after your academics. It will be expected that you will communicate any conflicts with your State Officer Coach as soon as possible.

If you are willing to make this kind of commitment and are the type of person that has the drive to succeed and the encouragement and dedication to get the job done, an FCCLA office is definitely for you! If you are unsure, you may want to speak with your adviser to see if running for a State Office is right for you. You can also come chat with us by scheduling a State Officer Meeting. You can schedule a meeting by contacting the email below to arrange a time that works best for you and the Officer Team.

RSVP to a Candidate Interest Meeting Here: coach@officer.oregonfccla.org

If you decide to run for office, be assured that holding state office will be one of the most memorable experiences of your life and one of the most effective career preparation experiences you will have while in high school.

Warmly,

Macy Jordan
State Officer Coach
Oregon FCCLA

All State Officer Position Applications are due February 12, 2027 by 5:00pm PST.

STATE/NATIONAL OFFICER CANDIDATE

STATE & NATIONAL OFFICER CANDIDATE PROCEDURES

These forms will be used to nominate candidates to run for State Office or to be selected to represent Oregon as a National Officer candidate. Before completing these forms, each candidate must determine if they are eligible.

ELIGIBILITY

1. A candidate must be an affiliated, active member in good standing of Oregon FCCLA and National FCCLA by **January 1, 2027.**

2. A candidate should have held or be holding an FCCLA chapter office or been a member of a local chapter committee.

3. A candidate must have earned a GPA of 2.75 (4.00 scale) or better for the term preceding running for office and must maintain a GPA of 2.75 or greater throughout their term of office if elected. Candidates running for State President must have earned a GPA of 3.0 (4.00 scale) or better for the term preceding running for office.

4. To be eligible to run for a State Office, each candidate must complete and submit prior to the deadline the application (which consists of all of the forms in this packet), be in attendance at the State Conference, attend the candidate briefing session, deliver a campaign speech, take an FCCLA knowledge test, and follow all election guidelines. The chapter adviser is the only person authorized to initiate State Officer candidate proceedings. There are three phases leading to the election of an Oregon FCCLA State Officer of the High School Division: (I) Nomination, (II) Examination and Interview, and (III) Election.

1. **Complete the following forms including necessary signatures** (All of these forms are included in this packet):
   - ❑ State and National Officer Candidate Nomination Forms
   - ❑ State and National Officer Candidate Information Sheet
   - ❑ State and National Officer Candidate Q & A
   - ❑ State and National Officer Candidate Agreement
   - ❑ State and National Officer Conduct Agreement
   - ❑ State and National Officer Travel Form
   - ❑ Administration Statement of Support
   - ❑ Medical Authorization Form
   - ❑ Uniform Information Form
   - ❑ A complete resume
2. Review this packet in its entirety and comply with the stated guidelines and requirements.
3. Adviser must sign the State Officer Candidate Notification.
4. Adviser must assist with the upload of all forms to Oregon FCCLA.

STATE/NATIONAL OFFICER CANDIDATE

STATE OFFICER CANDIDATE APPLICATION DEADLINE

All State Officer Position Applications are due February 12, 2027 by 5:00pm PST.

Scan & upload all forms through the State Officer Candidate Application on the State Officer page of the Oregon FCCLA website under the State Officer Application tab.

ELECTED OFFICES

President
Secretary
Vice President of Communication
Vice President of Development
Vice President of Membership
Vice President of Peer Education (National Officer Candidate)

NOMINATION

1. It is the officer candidate's responsibility to have the nomination forms completed and returned to Oregon FCCLA by the deadline stated in this application. The forms in this packet constitute the nomination forms required. Each chapter may submit up to two (2) State Officer candidate nomination packets and/or National Officer candidate nomination packets.

2. The forms which must be completed and uploaded on or before the deadline are:

   - ❑ State and National Officer Candidate Nomination Forms
   - ❑ State and National Officer Candidate Reference Application
   - ❑ State and National Officer Candidate Reference Q & A
   - ❑ State and National Officer Candidate Agreement
   - ❑ State and National Officer Conduct Agreement
   - ❑ Student Travel Form
   - ❑ Administration Statement of Support
   - ❑ Medical Authorization Form
   - ❑ Uniform Information Form
   - ❑ A complete resume

STATE AND NATIONAL OFFICER CANDIDATE ELECTION PROCESS

The State Officer election will take place after the Business Session of the State Leadership Conference.

1. State and National Officer Candidates will take an FCCLA Knowledge Exam that will cover basic FCCLA facts and history. Questions will be asked about the Oregon Association and National Association of Family, Career, and Community Leaders of America. The exam will be taken onsite at State Leadership Conference. **This exam will be proctored by the State Officer Coach**. Per Oregon FCCLA Bylaws, State Officer Candidates must score a 70% or higher on the FCCLA Knowledge Exam to continue with the election process. The study guide for the exam is available in the appendix of the Candidate Guide.

2. Each State and National Officer candidate will participate in an interview, prior to the Opening General Session, with members of the State Staff as well as an industry professional or retired board member. Students will also participate in round tables where they will interact with voting delegates and answer any questions that delegates may have.

3. During the FCCLA Opening Session of the State Leadership Conference, State and National Officer candidates will present their speech to the Oregon Delegation. Speeches must be no longer than 3 minutes and address the Speech Topic assigned by the Oregon FCCLA State Director and State Officer Leadership Coach. Officers should incorporate creative themes into their speech. No props or costumes will be allowed. The 2027-2028 State Officer Candidate speech topic is: ***The theme this year is "Where Leaders Are Made!" In your opinion, what makes a great leader and how has your FCCLA experience what helped to shape you into the leader you are becoming?***

4. After delivering their speech, each State and National Officer candidate will be asked a factual and situational question related to FCCLA information.

5. After all candidates have presented their speeches and on-stage questions, State and National Officer candidates, voting delegates, and chapter members will have the opportunity to meet candidates during the Meeting and Greet.

6. Each school will deliberate with their voting delegates. After reaching a decision on which candidates will receive their chapter's vote, delegates will cast their ballots for State and National Officer candidates. The number of voting delegates per chapter is decided by chapter membership. Chapters with 1-19 members will receive 2 Voting Delegates. Chapters with 20-49 members will receive 3 Voting Delegates. Chapters with 50-100 members shall receive 4 Voting delegates.

7. In case of a tie, a run-off election will take place. Voting delegates will be reconvened in order to cast their ballots again.

8. A qualified candidate who is not elected to office will have their application submitted to the newly elected officer team for consideration in filling any vacant positions.

9. If no candidate is elected for a specific office, that office will be appointed by the newly elected State President, under the advisement of the State Adviser and State Officer Leadership Coach or that office will remain vacant.

10. Newly elected officers are required to attend a transition meeting and Newly Elected Officer Academy on site at State Leadership Conference.

11. Newly elected State Officers will be announced and installed at the conclusion of the Awards Session at the State Conference. Please review the dress code guidelines in the State Leadership Conference Guide to ensure the appropriateness of clothing choice.

12. National Officer candidates have additional responsibilities in order to prepare for the election during the National Leadership Conference.

STATE OFFICER RESPONSIBILITIES

All Officers

- ❑ Attend all State Officer meetings from start to finish.
- ❑ Submit signed and properly completed State Officer Travel Form, found in the State Officer Handbook, at minimum one (1) week prior to all State Officer meetings and conferences.
- ❑ Plan the Program of Work as a team for the members of Oregon FCCLA and work to achieve the goals and objectives set in the Program of Work.
- ❑ Attend all state officer meetings:
    - Orientation/Transition Meeting (During 2027 State Leadership Conference)
    - Summer Leadership Retreat (May/June 2027—TBD)
    - Fall Leadership Retreat/Oregon Leadership Institute (October 2027—TBD)
    - State Conference Planning Meeting (January 2028—Virtual)
    - State Conference (April 2028 – TBD)
    - Officers are also expected to take part in weekly, biweekly, or monthly conference calls, on a date to be determined by the State Officer Team and State Officer Coach
- ❑ Officers attending the National Leadership Conference will be required to attend all State Meetings as well as previously scheduled State Officer meetings.
- ❑ Officers are also encouraged to attend all other conferences, such as Fall Leadership Institute (FLI) and Capitol Leadership.
- ❑ Communicate with the State President, State Director, State Officer Coach, and other appropriate parties on a regular basis.
- ❑ Check and process all State Officer related email ***daily***.
- ❑ Submit a monthly report accounting for FCCLA activities and participation.
- ❑ Keep a notebook of all activities during term in office, including event reflections.
- ❑ Work to spread visibility and reach of Oregon FCCLA among the business community and state and federal government. Promote FCCLA to Oregon business and industry.
- ❑ Work to recruit new chapters and new members. Promote FCCLA to Family and Consumer Sciences students and teachers.
- ❑ Support chapter adviser's efforts to implement the FCCLA program.
- ❑ Be an active and involved participant in your local chapter.
- ❑ Encourage FCCLA members to run for State Office.
- ❑ Make visits to local chapters to discuss FCCLA and encourage further participation in state and national FCCLA programs. All visits must be approved by State Adviser.
- ❑ Be responsible for completing assigned action items in their Program of Work.

STATE/NATIONAL OFFICER CANDIDATE

OFFICER POSITION GENERAL RESPONSIBILITIES:

- **President**

President shall preside over all business meetings of the state, organization, and of the State Executive Council; appoint, after consultation with the State Adviser or their designee, the chairperson and members of all special committees not otherwise designated; and be an ex-officio member of all committees.

- **Secretary**

The Secretary shall keep minutes of the business at the state conference and meetings of the State Executive Council. The Secretary will serve as the second student representative to the Board of Directors and assist State Staff with competitive events; as well as be an ex-officio member of all committees in the absence of the State President.

- **Vice President of Communications**

The Vice-President of Communications: shall provide leadership in planning and implementing the organization's public relations programs; be responsible for authorized social media, public relations, and advocacy correspondence as well as keep records of the state organization, photographs and other materials of historic importance to the organization.

- **Vice President of Development**

The Vice President of Development shall provide leadership in seeking corporate partnerships and development opportunities to enhance the current and long-term standing of the organization.

- **Vice President of Membership**

The Vice-President of Membership shall provide leadership in planning and implementing programs for membership promotion and development. The Vice-President of Membership shall create and distribute a monthly newsletter featuring membership ideas to chapters.

- **Vice President of Peer Education**

The Vice-President of Peer Education is a reserved position for a national officer candidate who is not elected to the National Executive Council and shall serve as a resource for chapters for national programs information; present workshops to local chapters as requested; disseminate information from the national level; recognize chapters who complete a national program at the state meeting; and serve as the primary liaison between Oregon FCCLA and National FCCLA.

STATE OFFICER CANDIDATE FORMS

The forms on the following pages must be submitted for a candidate's application to be completed. Incomplete packets will result in the disqualification of the candidate. Please ensure that all requested information is provided and that each form is complete and contains all requested signatures.

Forms Deadline: February 12, 2027 by 5:00pm PST
Upload forms through the State Officer Candidate **Application** Form: https://oregonfccla.org/state-officer-candidates/

Required Forms:

1. State and National Officer Candidate Nomination Form*
2. State and National Officer Candidate Information Sheet (Online Application)
3. State and National Officer Candidate Q & A
4. State and National Office Candidate Agreement*
5. State and National Officer Conduct Agreement*
6. State and National Office Candidate Travel Form*
7. Administration Statement of Support*
8. Medical Authorization Form*
9. Uniform Information Form
10. A completed resume*

Please note that some of the forms attached below are reference forms only. Reference form disclaimers are at the top of each reference page.

*Forms marked with the asterisk will need to be uploaded on our Web site via the State Officer Candidate Application Form found here: https://oregonfccla.org/state-officer-candidates/

STATE/NATIONAL OFFICER CANDIDATE

Please UPLOAD this form via the State Officer Candidate Application Form at

https://oregonfccla.org/state-officer-candidates/

STATE/NATIONAL OFFICER CANDIDATE NOMINATION FORM

Chapter: _____

Please list the name(s) of each candidate being nominated from your chapter. Note that each chapter is allowed to have three (3) State Officers serve during each term. Only ONE copy of this form should be submitted for each chapter and should include the names of all students from the chapter who are running for state or national office.

Running for office entails running At-Large, and once elected, the team will decide upon offices for President, Vice-President of Community Service, Vice President of Competitive Events, Vice-President of Development, Vice-President of Membership, Vice-President of Records, Vice-President of National Programs, and Vice-President of Public Relations.

National Officer candidates follow the same election process as State Officer candidates. The Board of Directors will conduct a final certification process following the elections on Tuesday evening.

Candidate Name	Please indicate with an X in the appropriate column below the type of office each candidate is seeking.	
	STATE OFFICER CANDIDATE	NATIONAL OFFICER CANDIDATE

_____ _____

Chapter Adviser Signature Date

All forms must be received by 5:00pm PST on February 12, 2027. Please upload forms through the State Officer Candidate Application form available here: https://oregonfccla.org/state-officers/

STATE/NATIONAL OFFICER CANDIDATE

This form is for REFERENCE ONLY. Information for this form will be completed on the State Officer Candidate Application form at https://oregonfccla.org/state-officers/

STATE/NATIONAL OFFICER CANDIDATE INFORMATION SHEET **PAGE 1**

STUDENT INFORMATION

Please type or print to ensure all data can be read easily

Student's **LEGAL** Name (First, Middle and Last Name – NO NICKNAMES):	Preferred Office:
Student's Preferred Name:	Number of Years in FCCLA:
Date of Birth (Necessary for booking flights per TSA Regulations):	Student Cell Number:
Student's Email Address:	Year in School (e.g., Sophomore):
Home Street Address:	Home City & ZIP Code:

Please Note: If not elected to the office listed above, would you like your application materials submitted to the newly elected officer team for consideration in filling any vacant positions?

If so, sign here:_____

Please list your GPA, reflecting the school term previous to your running for office. A school administrator must sign, verifying this GPA. National Officer candidates must provide a cumulative GPA reflecting the three (3) previous semesters.

Student GPA:_____ School Administrator_____

STATE/NATIONAL OFFICER CANDIDATE

This form is for REFERENCE ONLY. Information for this form will be completed on the State Officer Candidate Application form at https://oregonfccla.org/state-officers/

STATE/NATIONAL OFFICER CANDIDATE INFORMATION SHEET **PAGE 2**

PARENT/GUARDIAN INFORMATION

(Complete this section if student is under the age of 18)

Please type or print to ensure all data can be read easily

Parent/Guardian's Name (First and Last):	**Parent/Guardian's Cell Number:**
Parent/Guardian's Name (First and Last):	**Parent/Guardian's Cell Number:**
Parent/Guardian's Home Address:	**Home City & ZIP Code:**
Parent/Guardian's Email Address:	**Parent/Guardian's Home Phone Number:**

ADVISER/SCHOOL/CHAPTER INFORMATION

Please type or print to ensure all data can be read easily

School Name:	
Adviser Name (First and Last):	Adviser Office Number:
Adviser Email Address:	Adviser Cell Number:
School Street Address:	City & ZIP Code:
School Phone:	School FAX Number:

STATE & NATIONAL OFFICER CANDIDATE Q&A

This form is for REFERENCE ONLY. Questions will be answered on the State Officer Candidate Application form at https://oregonfccla.org/state-officers/

STATE OFFICER CANDIDATE Q & A

This form will be reproduced (i.e., photocopied) and will be distributed to Voting Delegates prior to the State Officer Elections for their use in evaluating your qualifications. Be sure to answer all questions completely, but concisely. Please reproduce this form on a computer. It must be limited to one (1) page.

1. Specifically describe why you wish to become a Oregon FCCLA State Officer?

2. What qualifications do you have that will make you an excellent State Officer?

3. What are the benefits of FCCLA that have inspired you as a member?

4. What is your vision for the future of Oregon FCCLA? How will you make this vision happen?

5. What other time commitments do you have that may challenge your ability to complete your State Officer work and how do you plan to balance these responsibilities?

Name:_____

STATE & NATIONAL OFFICER CANDIDATE AGREEMENT INFORMATION SHEET

Purpose:

Becoming an Oregon FCCLA State Officer requires a commitment on the part of all parties concerned. To make that commitment, each party must understand the responsibility to this leadership training experience. For a candidate to be eligible for office, all parties indicated *must* sign this agreement.

State Officer candidates should understand that, if elected, attendance at all State Officer meetings and activities is required. Failure to attend any of these meetings will result in their removal from office, except for emergencies/unsafe traveling conditions. It should also be understood that an officer may be removed from office if he/she fails to comply with State Officer responsibilities/assignments, for failure to participate in activities, and for conduct which would reflect negatively on Oregon FCCLA or the State Officer Team.

If elected, the candidate agrees to:

1. Perform to the best of his/her ability the duties of the elected office.
2. Maintain an un-weighted GPA of 2.75 or better based on a 4.0 scale during their term of office.
3. Attend and participate in **ALL** activities scheduled by the Oregon Association of FCCLA including, but not limited to state officer meetings, state officer training, and conferences and attest that, "I fully understand the responsibilities and obligations of the position I seek; and, if elected, will carry them out to the very best of my ability. I further understand that if, in the opinion of the majority of the Management Team and State Adviser, I fail to fulfill my responsibilities and obligations of office, and/or I violate the Oregon FCCLA Student Code of Conduct, I can be removed from office."

Oregon FCCLA will pay all expenses for required activities. Please note that while Oregon FCCLA pays most travel expenses, some extra expenses will be the responsibility of each state officer (meals during travel to and from meetings and personal spending money). If an officer attends either of these conferences, he/she will be expected to fully participate in all conference activities as instructed by State Staff.

The Parent(s)/Guardian(s) Agree To:

1. Authorize State Officer to visit Oregon schools and participate in all Oregon FCCLA chapter activities, state officer meetings, and other official officer duties for the purpose of conducting official FCCLA State Officer business.
2. Encourage the State Officer to take full benefit of the leadership development experience.
3. Authorize the State Officer's name/likeness in publications, productions, promotions, and on web sites for informational, promotional, and other related purposes without further consideration.

STATE & NATIONAL OFFICER CANDIDATE

Please UPLOAD this form via the State Officer Candidate Application Form at https://oregonfccla.org/state-officers/

STATE & NATIONAL OFFICER CANDIDATE AGREEMENT SIGNATURE FORM
Adviser(s) and All School Officials Listed Below Agree To:

1. Recommend for state office only those candidates who are qualified. (See qualification information provided.)
2. Host meetings, when possible, of the state officers upon request of the Executive Director.
3. Ensure the candidate's attendance at all required Oregon FCCLA activities.
4. Permit the candidate to visit Oregon schools and participate in FCCLA chapter activities for the purpose of conducting official FCCLA state officer business.
5. Certify that the candidate has earned a GPA of 2.75 (4.0 base) or better for the term preceding the election and that officer maintains this during their term of office. The State President has earned a 3.0 GPA (4.00 base) or better for the term preceding the election and maintain this during their term of office.
6. Read the State Officer Candidate Agreement and State Officer Code of Conduct Agreement and discuss its implications with the student.
7. Host an affiliated FCCLA chapter at your school.
8. Participate in the Oregon State Executive Council (the local adviser to a state officer is an ex-officio member of this Council).

Candidate Signature1	Candidate Name, Printed	Date
Chapter Adviser Signature	Chapter Adviser, Printed	Date
Parent/Guardian Signature	Parent/Guardian Signature	Date
High School Administrator Signature	High School Administrator, printed	Date
Athletic Coach(es) Signature	Athletic Coach(es), printed	Date
Candidate Employer(s) Signature	Candidate Employer, printed	Date

[1] If you change schools, jobs and/or sports at any time during your state officer year and signatures above are not complete and current; this document must be signed again and resent to Oregon FCCLA.

STATE & NATIONAL OFFICER CONDUCT

Please UPLOAD this form via the State Officer Candidate Application Form at https://oregonfccla.org/state-officers/

STATE & NATIONAL OFFICER CONDUCT AGREEMENT

This applies for the full term of office.

FCCLA and related programs offer training to students with career objectives in the fields of human sciences, fashion design, culinary, business and many other fields. Because individual conduct and appearance is an aspect of this training, it becomes the responsibility of each and every participant to see that proper conduct is adhered to at all times. Violations of this conduct code will not be tolerated and may result in disqualification from competition, being sent home at the individual parent and/or guardian expense, removal from FCCLA office, forfeiture of awards, suspension from future FCCLA activities, and/or other appropriate measures.

1. Participants must abide by all rules and regulations of FCCLA, appropriate school district policies, and applicable laws and ordinances 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.
2. There shall be no defacing or stealing of property. Any damages to any property or furnishing must be paid or replaced by the individual or chapter involved. Violators may be referred to the police and sent home.
3. No narcotics in any form shall be possessed or used by participants at any time, under any circumstances. Violators will be referred to the school administrator, police authorities and sent home.
4. No alcoholic beverages shall be possessed or used by participants at any time, under any circumstances. Violators will be referred to the school administrator, police authorities and sent home.
5. Possession of weapons and/or any action causing bodily harm or fear of life will not be tolerated. Violators will be referred to the school administrator, police authorities and sent home.
6. Student use of tobacco products will not be permitted 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.
7. Officers will fully participate in all conference general sessions (such as opening and awards) and assigned activities as instructed by State Staff. (Including workshops, competitive events, meetings, etc.)
8. Participants should keep their adult advisers informed of their activities and whereabouts at all times. Identification badges are to be worn at all appropriate times.
9. Students of the opposite sex shall not be permitted to be in the same room unless the door is fully open so that someone in the hall may have a clear view into the room or the adviser is present.
10. Inappropriate sexual conduct and/or behavior is prohibited
11. The Dress Code will be followed at all times.
12. Participants in the presence, and/or having direct knowledge (not hearsay or rumor) of conduct violations must immediately separate themselves from the situation and report the violation to their adviser. Failure to do so will be viewed as the equivalent to participating in the transgression.
13. Minimum penalties for violations of this conduct code may be imposed at the discretion of the adviser, state management team, and/or the Board of Advisers. Additional penalties may also be imposed at the discretion of the chapter adviser and/or school officials according to individual school district policies and guidelines.

Student Signature	Date
Parent/Guardian Signature	Date

STATE & NATIONAL OFFICER TRAVEL FORM

Please UPLOAD this form via the State Officer Candidate Application Form at

https://oregonfccla.org/state-officers/

STATE & NATIONAL OFFICER TRAVEL FORM
Event or Meeting Description: ***All State Officer Responsibilities during Term in Office***

Student Name: _____ Phone: _____

School Name: _____ Phone: _____

All students must adhere to their local school district's student transportation policy and procedures. Please attach a copy of the district policy and forms pertaining to student travel for this event and complete the form below. All travel must be pre-approved before each event.

____ The above-named student may drive herself/himself to the above function as part of her/his official responsibilities. All travel must be pre-approved before each event by the State Director.

___ The above-named student will be allowed to ride with representatives of the state association or its agents/contractors to get to or during the above function as part of her/his official responsibilities.

By signing below the parties agree to abide by all policies and information included this form:

As a school district official, my signature below verifies that the above modes of transportation are not in violation of the _____ School District student transportation policy.

_____ _____
School Administrator Signature Date

I agree to adhere to the above-named school transportation policy and modes of transportation.

_____ _____
Student Signature Date

I agree to allow my child to use the above-named mode(s) of transportation and give permission for my child to attend this meeting.

_____ _____
Parent/Guardian Signature Date

ADMINISTRATION STATEMENT OF SUPPORT

Please UPLOAD this form via the State Officer Candidate Application Form at

https://oregonfccla.org/state-officers/

School Administration Statement of Support
Oregon FCCLA State Officer Candidate Application

Candidates need to secure the official endorsement of their FCCLA chapter adviser and school administrator as an officially supported state officer candidate.

I understand that **FCCLA** is a national and state sponsored organization officially endorsed by the U.S. Department of Education and sponsored by the Oregon Department of Education as a co-curricular, integral part of Family and Consumer Sciences instruction and program.

I understand that _____ (candidate name) has been officially endorsed by our school's FCCLA chapter, our FCCLA chapter adviser, and his/her parents/guardians to seek Oregon FCCLA State Office.

I understand that if the above-named student is elected to serve as a State Officer that he/she will be required to attend meetings, leadership conferences, and education activities that occur during the regular instructional period.

Our school agrees to maintain an active local FCCLA chapter and chapter adviser/Family and Consumer Sciences teacher during the above-named student's term of service as a Oregon FCCLA State Officer.

Our school agrees to support the above-named student's duties and responsibilities as a Oregon FCCLA State Officer including approval of absences and providing chaperone(s) for Department of Education or Oregon FCCLA official functions. We also understand that it is the local chapter's responsibility to comply with any school district policies and practices regarding a state officer's participation in Oregon FCCLA official functions.

I understand that serving as a Oregon FCCLA State Officer is a position of high honor and important responsibility to our school, community, and the citizens of Oregon. Our school pledges to work in partnership with the Oregon Department of Education and Oregon FCCLA to ensure the success of the above-named student's leadership, academic, and career pursuits while serving as a State Officer.

AUTHORIZED BY:

_____	_____
Print Name of Administrator	Print Name of Adviser
_____	_____
Print Title of Administrator	Print Title of Adviser
_____	_____
Signature of Administrator	Signature of FCCLA Adviser

MEDICAL AUTHORIZATION FORM

Please UPLOAD this form via the State Officer Candidate Application Form at

https://oregonfccla.org/state-officers/

State Officer Emergency Medical Treatment AND Authorization Form

Name of Student: _____ Date: _____

Home Address: _____ Home Phone: _____

Parent/Guardian Daytime Phone Number: _____ Evening Number: _____

Name of High School: _____ School Phone: _____

Name of Activity: **All FCCLA Sponsored Activities – 2027-2028**

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

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

My student and I have read and agree to abide by the Oregon FCCLA State Officer Conduct Agreement. I also agree that the school officials, the FCCLA chapter advisers, and the state FCCLA staff have the right to send my student home from the activity at my expense, provided that in their opinion the seriousness of the violation warrants it.

Medical Information

Known allergies (drug or natural) _____

Is student on special medication? (If so, please list) _____

Does student have a history of: q heart condition q asthma q Epilepsy? q Diabetes

Does your student have any physical restrictions or other conditions that should be known?

(If so, please list) _____

Student's Date of Birth: _____

Family Physician: _____ Phone: _____

Insurance Company: _____ Policy Number: _____

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Chapter Adviser Signature: _____ Date: _____

School Official Signature: _____ Date: _____

RESUME

Insert Headshot Here

Candidate Name:

Candidate School/Grade Level:

Section II – FCCLA Resume

Power of One Units	Date(s) Completed	Brief Description of Project(s)
A Better You		
Family Ties		
Working on Working		
Take the Lead		
Speak Out for FCCLA		
National Program	**Date(s) Completed**	**Brief Description of Project(s)**
Career Connection		
Community Service		
Families Acting for Community Traffic Safety (FACTS)		
Families First		
Financial Fitness		

RESUME

STOP the Violence		
Student Body		

Leadership Positions Held	**Years Served**	**Brief Description of Responsibilities**
Competitions	**Date(s) Completed**	**Event(s) Entered and Placement**
STAR Events		
Event		**Date(s) and Sessions Attended**
National Capitol Leadership		
Fall Leadership Conference		
National Fall Conference		
State Leadership Meeting		
National Leadership Conference		
List of Family and Consumer Sciences, Culinary, Education or related occupation courses and grade level taken		

Section III – Family and Consumer Sciences and Other Accomplishments/Honors

List other contributions made to local Family and Consumer Sciences program
List contributions to your school
List contributions to your community
List major honors and awards received

2027-2028 State Officer Knowledge Test Study Guide

This study guide is designed to prepare State Officer Candidates for the Knowledge Test portion of the State Officer Election process! The purpose of the knowledge test is to ensure that the students who will lead our organization have a general understanding of the history, purposes, and current events taking place in the world of FCCLA in Nevada, and beyond. Please use resources such as the National FCCLA website (www.fcclainc.org), Oregon FCCLA website (www.oregonfccla.org), Google, and any other classroom resources that will assist you in getting the correct answers to the study questions!

State Officer Candidates should make a score of 70% or higher on the test.

If a candidate has an IEP or any other disability which would prohibit them from taking a Knowledge Test, please reach out to the State Staff for alternate testing or study guide formatting options. We wish you the best of luck!

2027-2028 State Officer Knowledge Test Study Guide

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

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

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

4.) What are the four national FCCLA regions?

5.) What is the mission of FCCLA?

6.) What does FCCLA stand for?

7.) What is the planning process?

8.) What are the eight purposes of FCCLA?

9.) Who is the current State Adviser of FCCLA?

10.) What are bylaws?

11.) What does the FCCLA emblem represent?

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

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

14.) What is the FCCLA motto?

15.) What is the FCCLA Creed?

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

17.) When and where was Future Homemakers of America founded?

18.) Who is the National FCCLA Executive Director?

19.) What is the organization's central focus?

20.) Who was Oregon's most recent National Officer and what chapter was he/she from?

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

22.) What is the URL address for the National FCCLA website?

23.) What is the URL address for the Oregon FCCLA website?

24.) What is the meaning of the acronym "STAR" in STAR Events?

25.) What are all 8 national programs?

26.) What are the 4 units of the national program, Career Connection?

27.) What are the 3 units of the Community Service national program?

28.) What is the meaning of the acronym for the FACTS national program?

29.) What are the 3 topic areas of FACTS?

30.) What are the 5 units of Families First?

31.) What are the 4 units of Financial Fitness?

32.) What are the 4 topic areas of Student Body?

33.) What are the 3 units of Stand Up?

34.) What are the 5 units of Power of One?

35.) Which partners fund the FCCLA Japanese Exchange Program?

36.) What are the 3 R's of Membership?

37.) What does AAFCS stand for?

38.) Who is the current Oregon FCCLA State President?

39.) Who is the current Oregon FCCLA State Officer Coach?

40.) The next FCCLA National Leadership Conference will be held in what city?