

**2021-2022
STATE EXECUTIVE COUNCIL
Handbook**



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STATE OFFICER CANDIDATE INFORMATION

Indiana FCCLA Bylaws govern the election of State Officers. See Section VII for list of offices, qualifications, duties, and nomination and election policies. Bylaws are online.

Each affiliated chapter may submit *two* candidates for state office. Applications for State Officer Candidates are submitted electronically by **February 16, 2021**. Application forms are online.

The 2021 Nominating Committee will review all State Officer Candidate applications and determine the eligibility of each candidate to run for state office. **Chapter Advisers: Please verify the member has a 2.5 GPA before signing the application form.** Chapter Advisers will be notified of the outcome of that review by February 21, 2021. A detailed packet of information and additional forms will be provided to candidates who qualify and their Chapter Advisers. The topics for candidates' accompanying presentation and 1.0-1.15 minute "Speech" will be provided to all candidates by E-mail by February 4, 2020.

Those candidates who are qualified to run for state office will participate in a multi-faceted- review process conducted by the Nominating Committee.

Part I – Monday March 1, 2021; Virtual, 4:45 PM EST – 5:45 PM EST or 7:00 PM EST – 8:00 PM EST

Check In 15 minutes prior

Need internet connection for exam along with zoom access, camera, and sound availability

Part II – Wednesday March 3, 2021 through Friday March 5, 2021

After-school timeslots and will be set-up with each candidate

Conduct your presentation and participate in the interview process

Time frame is approximately 30 minutes per candidate

Check In 15 minutes prior

Need internet connection and zoom or google meet access, camera, and sound availability

Part III – Round Robin Interviews Monday, April 12, 2021, 5:00 PM EST

Candidates will introduce themselves and share their passion for FCCLA. At this point, you will meet with voting delegates in break-out rooms on zoom.

Part IV – Business Meeting, April 13, 2021, 7:30 PM EST Virtual

Part V – FCCLA State Leadership Conference, April 14, 2021 All day

Horizon Convention Center, Muncie, Indiana

Based on the Nominating Committee review, the Nominating Committee will slate Officer Candidates and prepare the ballot. The Officer Candidates and offices they have been slated for will be announced at the Business Meeting. Voting Delegates will cast their ballots during the Meeting. Final election results will be announced when votes have been tallied. Newly elected State Officers will be installed in a formal ceremony on April 14, 2021.

In keeping with National FCCLA policy, CAMPAIGNING IS NOT PERMITTED. Campaigning includes, but is not limited to, anyone soliciting/asking for votes for a candidate, distributing any items that name the candidate or in any way promote the candidate to voting delegates or other conference attendees (brochures, business cards, pins, button, stickers, candy, toys, etc.), posting any items that promote the candidate. Alleged violations of this policy must be reported to the headquarters room, in writing and signed, prior to the close of the voting process. A review panel will investigate. Violation of this policy results in disqualification.

As you help Chapter members decide about running for state office, please be sure they are aware of and agree to abide to the following standards for FCCLA State Officers:

- ❑ **Place FCCLA in # 1 priority to fulfill a yearlong commitment to year-round required activities.**
- ❑ Find opportunities to promote FCCLA and the Family and Consumer Sciences program.
- ❑ Need to develop team building, public speaking and conversational skills to fulfill their duties.
- ❑ Maintain high moral standards and exemplary conduct to serve as role models for their peers.
- ❑ Meet all local school's criteria for "good academic standing" and "excellent attendance" to maintain eligibility to continue in State Office
- ❑ Meet State FCCLA criteria for good academic standing (maintain at least 2.5 GPA and no failing grades) and excellent attendance record at all times to maintain eligibility to continue in State Office.
- ❑ Maintain positive and appropriate relationships with members of the officer team.
- ❑ Submit documentation of good academic standing and excellent attendance to State Officer's local adviser as directed by the State Adviser
- ❑ *State Officers will be enrolled the entire academic school year that they serve in office.*
- ❑ **Required functions for State Officers include, but may not be limited to, attendance at:** *(Advisers please notify the students of conflicts with school activities such as band, choir, and sports, and remind them FCCLA is #1 priority throughout the year).*

STATE EXECUTIVE COUNCIL MEETINGS:

April 28, 2021 6:30 PM – 8:00 PM Virtual

June 3, 2020 Combined CTSO Meeting Tentative Date

June 7-11, 2021 Possible Summer Leadership Dates **** Must keep ALL week open until final date has been set!**

August 26-28, 2021

Week of September 27-October 2 (2 days will be utilized) Fall Rally

Last week of October (1 day will be utilized) Middle School Fall Rally

November 18-November 20, 2021

January 21-22, 2021

February 19 or February 26– State Conference Preparation days

***** Three additional commitments are required for state executive council members. These events may be special requests, Legislature Day, ACTE Conference, School Visits or other important activities that align with the FCCLA mission and goals and support work with our partners.**

Optional (highly recommended but NOT required) for State Officers is the National Leadership Conference from June 26-July 2, 2021 in Nashville, TN; Capital Leadership, and November, Cluster meetings (Locations TBD)

In addition to work at the meetings listed above, State Officers must accomplish tasks independently. The nature of those tasks vary according to the particular office.

Every effort will be made to facilitate car pooling and inexpensive meal options and to keep incidental expenses at a minimum, but the Indiana FCCLA budget does not allow for coverage of any expenses beyond the hotel sleeping rooms for required overnight state meetings and partial coverage of the required uniform jacket. (Students living within a 30-mile radius of meeting site are expected to drive to and from location. Student must obtain permission to stay in overnight accommodations from State adviser, otherwise. Exceptions for 30-mile radius are Leadership Academy, Fall Leadership Rally, and State Leadership Conference.)

Anticipated expenses for State Officers include:

- ❑ Cost of maintaining connection and equipment for home and school e-mail capabilities (OK to use Chapter Adviser's e-mail for at-school, if permitted by school/teacher policy).
- ❑ Any clothing expenses beyond \$50. Approximate cost is \$200.
- ❑ Transportation to and from all required state meetings (see list above).
- ❑ Food at all meetings.
- ❑ Transportation, hotel, meals, and registration fees for **optional national meetings** (see list above).
- ❑ Incidentals, with an effort to keep these to a minimum. Includes business cards, nametag, etc.

Chapter 1

State Officer Candidate

You are a very special person! Being a state officer candidate is an accomplishment in itself and a fantastic opportunity to learn, make new friends, and strengthen your communications and leadership skills.

Remember, whether you win or lose, you've accomplished a great deal. Be yourself and do your very best. If you feel good about what you've done, that's success that can't be measured by titles, ribbons, or medals!

Get Ready!

Before you jump in with both feet, there are a few things you need to consider. Being a state officer involves a tremendous time commitment and responsibility to the organization. As a state officer, you will have responsibility for approximately 2,500 other members of the organization. FCCLA must be your top priority for an entire year. There will be times when other activities and interests may conflict with FCCLA, and you will have to miss that special game or important performance. It is sometimes a sacrifice, but if you ask any past state officer, they will agree that the benefits overshadow the sacrifices tenfold. Just keep in mind when evaluating your commitments for the coming year that FCCLA must be your first priority.

Read as much about FCCLA as possible including this entire document. Another important resource to review is the FCCLA *Chapter Handbook*. Utilize information published on the national web site, www.fcclainc.org, state web site, www.indianafccla.org and in program manuals, and other resources.

- Contact past state officers and candidates for ideas, helpful hints, and words of wisdom to help you become more relaxed and prepared for the responsibilities ahead.
- Before the election process, sit down with your school administrators and local adviser to discuss the commitments and activities of state officers. It is important to have their support from the beginning.
- Ask your adviser or family to help you practice thinking quickly, answering questions, and expressing your thoughts and ideas effectively.
- Check your wardrobe and grooming. A neat, professional appearance is important.
- Practice, practice, practice.

Get Set!

At State Conference, you will work with the State Executive Council, other state officer candidates, and voting delegates. Your responsibilities will be varied. After attending the State Officer Candidate screening, you'll hit the ground running! All candidates will give speeches and participate in question-and-answer sessions. Refer to the e-mail sent from state headquarters for additional information.

A Note to the Adviser

You play a very important role in the state officer candidate's experience. It is important for you to be supportive and encouraging. This can be a stressful time for the candidates, so helping relieve the stress by listening, talking, and just being there is a great help.

Encourage your candidate to practice presentations with you and help prepare him or her for question-and-answer sessions. This practice in "thinking on your feet" and expressing facts, thoughts, and ideas will be very beneficial and will help relax their nerves when the real situation rolls around.

Qualifications

State Executive Council Members shall have the following qualifications:

- Currently an active member in an affiliated chapter and have been an active member in good standing for at least one year
- A minimum of one year of comprehensive or occupational family and consumer sciences classes
- Approval of the local chapter adviser, chapter, and school administration
- Meet all local school's criteria for "good academic standing" and "excellent attendance" to be eligible and to maintain eligibility to continue in State Office
- 2.5 GPA and not failing in any class

Nomination, Election, and Responsibilities

Campaigning

Organization policy does not permit you to distribute or post any campaign materials or campaign in any other way prior to the election.

- Speeches should be written on the topics provided in the mailing sent to you prior to the State Conference.
- Do not request/solicit votes.
- Do not pass out or distribute business cards or other paraphernalia during the meeting.
- Failure to adhere to this policy will result in disqualification.

The campaign policy reads:

Campaigning, which includes but is not limited to, soliciting/asking for votes and distribution or posting of printed materials, including brochures and business cards, shall not be allowed by state officer candidates or their supporters. If a member or chapter adviser of Family, Career and Community Leaders of America feels that an officer candidate has violated this policy, such violation must be reported in writing and signed to the headquarters room at the State Leadership Conference prior to the close of the voting process. A review panel will investigate. Violation of this policy results in disqualification.

Each chapter may run two candidates annually.

Go!

Once a candidate is elected to a state office, the following activities can be expected at state conference--

- getting acquainted and meeting with former and new state officers
- working with new state officers to understand your role as a State Executive Council member
- meeting with state staff
- rehearsing for installation
- preliminary planning for spring State Executive Council meeting

When you return home, you will want to make your accomplishments known and share your excitement with family, friends, media, school, and the community.

A Final Note

Work with your adviser to discuss what things will be like if you win and if you lose. Make sure you understand winning isn't everything! You can play a big role in your district and chapter no matter what happens. Do your best and appreciate the accomplishments you have achieved by becoming a state officer candidate

Chapter 2

State Executive Council

Congratulations! You have been elected by your peers to serve in one of FCCLA's highest youth leadership positions. Serving as a member of the State Executive Council is a tremendous responsibility and an exciting, rewarding challenge. A year of new experiences and opportunities await you.

Your year as a state officer will include many new responsibilities. The State Executive Council serves these functions.

- **Public Relations:** State Executive Council members will be involved in representing FCCLA at selected state meetings upon request and if approved by state headquarters, meeting legislators, making resource development visits to corporations to explain our organization, and attending meetings of other youth and professional organizations.
- **Program Development:** State Executive Council members participate in evaluating the aims of the programs and making recommendations, as well as planning three state-sponsored meetings.
- **Planning:** State Executive Council members will plan three state-sponsored events: Leadership Academy in August, Fall Peer Ed Day in October, and State Leadership Conference in March. State Executive Council members will also plan state meetings at National Leadership Meeting and identify other areas of special interest and input.

Each role offers unique opportunities and incorporates specific responsibilities to FCCLA, your school, state, family, and yourself.

Composition

According to the bylaws of the Indiana organization, the State Executive Council is composed of nine elected officers. The offices are President, First Vice President, Vice President of Community Service, Vice President of Development, Vice President of District Coordination, Vice President of Membership, Vice President of Programs, Vice President of Public Relations, Vice President of STAR Events.

The following *Code of Conduct* applies to all State Executive Council members.

General Responsibilities and Conduct

- As a State Executive Council member you have 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.
- As a state officer, you are a very visible role model. Your behavior should be an example for the entire membership. It is important to be aware of this visibility at all times, not only when wearing your uniform. **State Executive Council members are to be living examples of this motto: Live your life reflecting the FCCLA Purposes.**
- You reflect the image of Family, Career and Community Leaders of America, so dress and act appropriately. Jeans and shorts are not appropriate dress for meetings and workshops **unless approved in advance by the State Adviser.** The official uniform makes a strong and proud statement about the organization and should be worn whenever you are representing the organization. **You are not permitted to wear the official uniform outside of official activities without permission of the State Adviser.**
- Communication is extremely important in order to work effectively. You are a link between the state, district and local levels, so keeping your chapter adviser informed of your activities and state responsibilities is essential.
- You will be very busy throughout the year. In order to accomplish all tasks, it is a good idea to establish a schedule and practice good time management skills. You should be punctual and follow up with requests. Don't forget to budget time for yourself!
- You should set up a time at least once a week to meet with your local adviser to keep each other informed and up-to-date. You can use this time to share ideas and plans for upcoming meetings or activities or just to keep in touch.

- State Executive Council members' behavior reflects on the image of Family, Career and Community Leaders of America. Student conduct should make a positive contribution to the excellent reputation already established. **Significant alteration in appearance or behavior must be discussed with your chapter adviser and the State Adviser and must be approved in advance.**
- As a state officer it is imperative that you continue to serve your local community and chapter by being an active chapter member and leader. Your leadership should impact all levels of the organization.

General Guidelines:

1. Behavior at all times should be such that it reflects credit to you, your family, your school, your district, state and the national organization.
2. Officers are expected to exhibit trustworthiness, respect, responsibility, fairness, caring, and citizenship.
3. State Executive Council members' conduct is the responsibility of the local chapter adviser. **While serving in official capacity as State Officers**, they shall keep their adviser informed of their activities and whereabouts at all times.
4. If an officer is found responsible for stealing or vandalism, the officer and his/her parents or guardian will be expected to pay all damages.
5. State Executive Council members are expected to attend all assigned general sessions, workshops, and activities at meetings.
6. Any accidents, injuries, or illnesses should be reported to the local adviser and the State Adviser immediately.
7. Inappropriate physical contact with other officers or members is not acceptable.
8. All State Executive Council members will observe the 11:30 p.m. curfew **unless a different curfew is approved in advance by the State Adviser.**

Any violation of rules 1 through 8 will subject an officer to probation, or letter of reprimand. Disciplinary process will be followed.

9. State Officers are not allowed in hotel sleeping rooms with other members, officers or visitors of the opposite sex unless an adviser is present.
10. State Executive Council members **shall** not purchase, possess, consume, or be under the influence of **tobacco, alcohol, illegal drugs, or other illegal substances** at any time. **Abuse or misuse of prescription or Over The Counter drugs is prohibited.** Drinking mock cocktails **or smoking tobacco free cigarettes** is also prohibited.
11. **State Executive Council members are prohibited from engaging in any illegal activity and from any abuse or impropriety of social networking at any time while holding state office.**

A violation of rules 9 through 11 may subject an officer to immediate suspension; therefore, the officer may be sent home from a state function. Transportation home will be arranged at the officer's expense. Disciplinary process will be followed after the event.

Suspension Defined:

- **Suspension** – shall be interpreted to mean a warning to the individual and may eliminate the officer from participating in state or national activities or events for a determined period.

Disciplinary Process Defined:

1. The officer that has committed the offense will be notified immediately and then in written form via certified mail within ten working days following the verbal notification. This information will also be sent to the officer's parent/guardian, local adviser, and local principal.
2. State Headquarters may then
 - a. send letter of reprimand to officer and place letter in officer's file
 - b. place officer on suspension
 - c. remove officer from office
3. The state officer, local adviser, principal, parent/guardian shall be notified via mail within 10 working days of the decision.

Officer Responsibilities

President

The president shall preside over all business meetings of the organization and State Executive Council; serve on the State Advisory Council; appoint, after consultation with the state adviser, the chairperson and members of all executive council committees; and be a member ex officio of all State Executive Council committees.

At State Executive Council meetings--

- ◆ plan the agenda, review the business of council meetings in advance with state adviser
- ◆ enable other council members to share the responsibility for the meeting
- ◆ provide opportunities for all members to speak while keeping the meeting moving
- ◆ report results of State Advisory Council meetings to State Executive Council
- ◆ appoint necessary committees

◆ For State Leadership Conference--

- ◆ Preside at business meeting and installation
- ◆ Deliver address at installation

◆ In addition--

- ◆ Become familiar with the responsibilities of all council members
- ◆ Act as a liaison between the state advisory council and the state executive council
- ◆ Complete and submit Monthly SEC Report

◆ Vacancies--

- ◆ if the office of president should become vacant, the 1st vice-president assumes the office and duties of the president

First Vice-President

- ◆ Assume responsibility in the absence of the president and keep the minutes of all state meetings and meetings of the State Executive Council
- ◆ Call the meeting to order in the absence of the president and entertain a motion for a temporary chair
- ◆ Review minutes of the previous meeting and call attention to any unfinished business
- ◆ Read correspondence directed to the council.
- ◆ Submit minutes to the council within **ten days** after the meeting
- ◆ Have the following items on hand for business meetings: (1) minutes of previous meeting, (2) list of committees previously appointed, (3) *State Executive Council Handbook*
- ◆ Complete and submit Monthly SEC Report

Vice-President of Community Service

- ◆ Provide leadership in planning and implementing the organization's community service programs
- ◆ Complete and submit Monthly SEC Report

Vice-President of Development

- ◆ Be knowledgeable about the finances of the state organization including how dues are spent and why
- ◆ Become acquainted with state organization's budget for current year; make an appointment with state adviser for an explanation of budget
- ◆ Review financial records as presented to the State Advisory Council
- ◆ Make a financial report to the delegates assembled at the State Leadership Conference business meeting
- ◆ Complete and submit Monthly SEC Report

Vice President of District Coordination

- ◆ Provide leadership in planning and coordination of district initiatives
- ◆ Serve as a liaison between the State Advisory Council, District, Coordinators, and SEC
- ◆ Complete and submit Monthly SEC Report

Vice-President of Membership

- ◆ Provide leadership in planning and implementing programs for membership promotion and development
- ◆ Complete and submit Monthly SEC Report

Vice-President of Programs

- ◆ Provide leadership in planning and implementing the organization's programs
- ◆ Complete and submit Monthly SEC Report

Vice-President of Public Relations

- ◆ Provide leadership in planning and implementing the organization's public relations programs
- ◆ Coordinate the *Exchange*, at least two a year
- ◆ Complete and submit Monthly SEC Report

Vice-President of STAR Events

- ◆ Provide leadership in planning and implementing the STAR Events program
- ◆ Complete and submit Monthly SEC Report

Term of Office

Officers shall serve from State Conference to May 30 on the State Executive Council.

Vacancies

If the office of president should become vacant, the 1st Vice-President shall automatically assume the office and duties of the president.

State Executive Council Meetings

The State Executive Council meets several times during the year. These meetings are detailed in the Meeting Planning portion of the handbook. At these meetings you will be involved in:

- ◆ orientation to the organization, its functions, and its projects
- ◆ activities to develop good communication techniques
- ◆ membership recruitment/development planning activities
- ◆ public relations visits
- ◆ meeting planning activities
- ◆ activities to generate ideas for national programs
- ◆ teamwork and leadership skill-building activities

Relationships

State Executive Council Members

In working with other council members, it is important to be supportive of one another and respect individual viewpoints and opinions.

Being a state officer means being a team member. Throughout the year the team will have many decisions to make and tasks to complete. In working together, it is important to be understanding and patient when others are expressing their viewpoints. Sometimes the best ideas and plans are the ones that result from total group input.

Effective teamwork requires a constant effort on everyone's part. Keep in mind that working with so many people--with unique personalities from different backgrounds, representing a variety of ideas--can be challenging. The key tools needed to deal with these challenges successfully are a positive attitude, flexibility, and the willingness to be supportive of others' ideas.

You must be on time and prepared for all meetings. Members' dues support these meetings. In addition, many people have invested time and energy to make this time together productive. Be sure to check your e-mail once a day and get back to your fellow officers promptly, should they need work from you. Communication is the key to good teamwork.

Chapter adviser

Your chapter adviser will:

- receive an SECA assignment
- be certified in family and consumer sciences and/or related occupations
- serve as a consultant and help you prepare for your responsibilities throughout the year
- serve with others as a support system at State Leadership Conference
- support you in all your activities and help keep communication lines open
- help keep school administrators and teachers informed about your activities and provide guidance if questions or problems arise
- monitor State Executive Council member's academic progress
- monitor State Executive Council member's behavior

The national and state bylaws state that teachers certified in family and consumer sciences education and/or related occupations shall serve as chapter advisers.

Chapter advisers accompanying council members to meetings shall serve as consultants to the State Executive Council. Ideally, the person designated as adviser should be one who has frequent contact with the officer--either in class or during planning periods.

School Administrators

Be sure to talk with administrators as soon as possible to inform them of your accomplishment. Explain the educational benefits of your office to the school and community and share some of your responsibilities and activities.

Spend some time together discussing the educational experiences you'll have as a state officer. Point out specific activities that will strengthen your academic skills--like letter writing (language), handling a budget (math), public speaking (language), meeting with legislators (social studies), seeing professionals at work (career exploration), making travel arrangements (computer awareness), etc. Also emphasize the personal and leadership skills that will prepare you for the future.

Keep administrators informed about your activities throughout the year. Show them clippings and programs that demonstrate your participation in different events.

Investigate your school's absentee policy as soon as possible in order to resolve conflicts before they arise. Your adviser can provide guidance in dealing with questions or problems. Before you leave school for a meeting or a Family, Career and Community Leaders of America activity, share your involvement with administrators. The more involved and informed they are, the more supportive they are likely to be.

Teachers

Keep teachers informed about travel plans far enough in advance to make up work. Investigate the possibility of dovetailing schoolwork with state officer experiences (e.g., English--letter writing, history--experiences while traveling)

State staff

As a state officer you will work closely with state staff (Mrs. McIntyre-Reiger) as they keep you informed about the organization and its programs. The State Adviser, works directly with the state officers and assists them in coordinating state officer responsibilities. There are many other volunteers and staff that help make FCCLA possible and you will work with them.

Family

Throughout the year, your family will provide many different kinds of support. They are probably very enthusiastic and proud; chances are they are more than willing to lend a helping hand. It is very important to keep all of your family informed of your activities and responsibilities.

Friends

It is important to have the support and encouragement of your friends. Sometimes it's hard for them to understand your state officer experiences, so be patient with them. Let friends know what you are doing and try to include them when you can, but be careful not to focus on your

Terms to Know

These are explanations of terms you may hear frequently during the coming year.

Alumni & Associates: Alumni and other adults who wish to support Family, Career and Community Leaders of America.

Cluster Meeting (CM): Nationally sponsored regional meetings designed to provide leadership training to local officers and members.

Exchange: State newsletter coordinated by the State Vice President of Public Relations.

State Advisory Council (SAC): A group of adults, advisers, and SEC that govern the policies of the organization.

State Executive Council (SEC): State officers elected from the membership; responsible for input into planning, public relations, and program development.

State Executive Council Advisers (SECA): Local advisers of the state officers.

National Leadership Meeting (NLM): Annual meeting of the association; primary vehicle for training state and national leadership, and election of national officers.

STAR Events Lead Consultant: An adult in charge of coordination of a specific STAR event at State Leadership Conference.

STAR Events Lead Coordinator: An adult in charge of coordinating evaluators, chairs, and Lead Consultants before and during State Leadership Conference.

State Officer Candidate (SOC): Candidate for state office.

State Officer Candidate Advisers (SOCA): Local advisers of the state officer candidates.

State Leadership Conference (SLC): Annual meeting of the Indiana association with participation in STAR events, state projects, and election of state officers.

SEC End-of-Year Report: Written summary of officer's year, including highlights of year and suggestions for improving the experience distributed to newly elected officer and State Adviser.

SEC Monthly Reports: Written summaries of SECA activities, compiled and reported by each SEC member. Due on the 3rd of the following month.

Pre-Meeting Form: Form sent to State Adviser prior to a function to keep headquarters staff apprised of plans.

Post-Meeting Form: Form sent to state adviser by state officers following a function to report audience outreach as well as benefits of involvement in the activity.

Special Committees: Committees that are created to serve a specific and usually short-term function, as opposed to standing committees.

State Adviser: Person with primary responsibility to coordinate FCCLA activities at the state level

State Supervisor: Person with primary responsibility for administration of family and consumer sciences programs at the state level: Mrs. Alyson McIntyre-Reiger, CFCS

Acronyms for FCCLA Associates

Use acronyms for the following list of organizations associated with Family, Career and Community Leaders of America only after spelling out the full name the first time it is introduced in your text. The acronym should follow the name in parentheses.

American Association of Family and Consumer Sciences	(AAFCS)
American Association of Family and Consumer Sciences-Indiana Affiliate	(AAFCS-IN)
American Society of Association Executives	(ASAE)
Association for Career and Technical Education	(ACTE)
Indiana Association for Career and Technical Education	(I-ACTE)
Indiana Division of Family and Consumer Sciences	(INDFACS)
Department of Education	(DOE)
Family and Consumer Sciences Education Association	(FCSEA)
National Association of Secondary School Principals	(NASSP)

CAREER AND TECHNICAL STUDENT ORGANIZATIONS

There are 8 career and technical student organizations (CTSOs) including Family, Career and Community Leaders of America. They are--

Business Professionals of America	(BPA)
Future Business Leaders of America - Phi Beta Lambda	(FBLA/PBL)
Health Occupations Students of America	(HOSA)
National FFA Organization	(FFA)
National DECA	(DECA)
Technology Student Association	(TSA)
Skills USA	

FORMS

The FCCLA state officer application is a separate document on the Indiana FCCLA website. ALL SIGNATURE FORMS needed to run for an FCCLA officer position are included in the application document. This includes a form indicating that you have read this handbook.