

2022 Minnesota FCCLA State Conference Information



State Conference program highlights

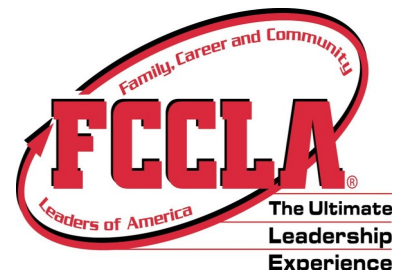


STATE FCCLA LEADERSHIP CONFERENCE

April 7-8, 2022

State Conference Information for Chapters

A youth-lead comprehensive educational, leadership-training event sponsored by Minnesota Family, Career and Community Leaders of America



State Conference Locations

Thursday:

- ⇒ Mall of America– Registration and Think Fast– Parkview Meeting room near Flight over America in Nickelodeon Universe. Address: 2131 Lindau Lane, Bloomington, MN 55425
- ⇒ Mall of America– Meeting rooms for STAR Events– Executive and Lounge
- ⇒ Mall of America– Nickelodeon Universe –Private use of park after Mall of America closes.
- ⇒ Target Field– Twins baseball game– Twins vs Seattle Mariners at 3:10 pm.

Friday:

- ⇒ Base camp and Leadership Center

Address: 6202 Bloomington Road , Fort Snelling, MN 55111

Registration for State Conference

Registration cost:

\$125.00 for student delegate

\$125.00 for adult delegate– Advisers, Chaperones, parents

\$50.00 for Chapter fee

Registration for the conference includes a Twins ticket, Nickelodeon Universe access as a group, Mall of America meeting spaces, t shirt , Speakers and workshops, Rotunda program Lunch on April 8, nametags, registration materials.

Budgeting for State FCCLA Conference

Individuals:

- Registration per person \$125.00
- Hotel rooms– ranging from \$100 to \$170, divide by 1,2,3,4 persons, one or two nights.
- Meals (Friday lunch provided)-Friday's lunch at the Base Camp will be a catered lunch (part of registration costs).
- MOA Food Court or restaurant meals-There are many hotels in the area that have a restaurant connected. Mall of America has a food court and many restaurants. All meals, except for lunch on Friday will be individually secured by members. Nearby IKEA store has a great cafeteria with affordable food choices.
- Many hotels have a breakfast included in the room prices.
- Transportation for Light Rail– Useful for Bloomington (Hotels to MOA) and to Minneapolis Target Field.
- Fares range from \$2.25 to \$3.50, depending on time of day.
- It is possible to ride the light rail from MOA to Fort Snelling Light Rail stop and then a short walk to the Base Camp.
- The Base Camp has free parking in a large lot.

Chapter- \$50.00 chapter fee.

Upcoming deadlines:

February: 18 (deadline extended) State FCCLA Conference

Deadline– February 18, 2022 at midnight.

Registration provides details and sizes that only can come from the registration.

Please confirm grade of each student in the student data.

Link for State Conference registration: <https://www.registermychapter.com/fccla/mn>

Link will open when all Areas have completed their rubrics scoring from Midwinter.

February 22: State and Area Officers, JHC, Applications Due

Deadline is February 22, 2022

Area Candidate link

See candidate pages to upload:

Application: <https://www.surveymonkey.com/r/LKCKTKW>

State Candidate link

See pages to upload:

Application:

<https://www.surveymonkey.com/r/L8KR7PJ>

National Candidate link: Complete the MN Survey Monkey Application for candidate application by Feb 22.

Feb 26– National officer Candidate test during Winter Exec Council meeting.

A score of 85% moves a candidate forward.

State Application: See Survey Monkey Link– Due Feb 22.

Following Feb 26 test, Candidates will be notified of the test score and proceed with the full NOC application.

NOC Application (except for State Adviser recommendation-to be done later)

<https://fcclainc.org/lead/national-officers/national-officer-election-information>

February 22: State Awards Applications Due– Feb 22, 2022

March 1: National Program Award Applications due to Nat'l– March 1

March 1: National FCCLA Conference Registration opens

June 12-14: TBD Tentatively-June Leadership Camp– June at Bethel College

June 29-July 3: National FCCLA Conference –San Diego

April 30-May 1, 2022 Global Youth Service Day

MN FCCLA is a Lead State Agency. We are cheerleaders for the service projects in our state and with FCCLA chapters that occur before and after April. See www.ysa.org for more information. We encourage chapters to do a local service project for this week-end.

II. Upcoming Events:

April 7-8, 2022: State FCCLA Conference

Registration will be in the Mall of America -meeting room to be announced. (Parkview)

April 7, 2022 STAR Events Evaluations on site-Executive Meeting rooms, Lounge, Parkview meeting rooms. (about 11 stations needed)

April 13: (Wednesday) 4:00 pm

After Conference-Zoom meeting of Advisers of National STAR Event Advancers

April 30-May 1, 2022: Global Youth Service Day

April 30, May 1 or May 1 and May 2. TBD –Tentatively– New State Officers and Advisers Meeting

June 12-14 2022: Tentatively-June Exec Council Meeting-State Officers, Area Officers and advisers & Natl candidates at Bethel College

June 29-July 3: National FCCLA Conference –San Diego

DRAFT AGENDA-Components of the 2022 State Conference

DRAFT AGENDA as of Feb 2, 2022

Thursday April 7

<u>Time</u>		<u>Location</u>
Plan to be at the State Conference by 10 am on Thursday.		
8:30-9:45 am	Pre sessions set ups by officers, volunteers, staff	
10:00 am and 12:00 pm	Think FAST Sessions	Parkview
10:00-1:00 pm	Career interest field trips to MOA locations– As available	MOA
	Lunch Break	Food Court
1:00 pm	Rotunda program (FCCLA goes public!) Kick Off to Global Youth Service Day and Hands-On Service projects at tables	MOA Rotunda
10:00 am-1:00 pm	STAR Events Session 1 -in person judging (Chapter Events)	Exec. Mtg room, Lounge
2 :00 pm	Transportation to Target Field—Light Rail	Target Field
3:10 pm	Twins Ballgame	Target Field
After game	Supper break	
6:30 -8:30 pm	STAR Events Session II-in person judging -Mall of America (Call backs for notified top scores in Professional Presentations , Everyday Equations tests)	MOA Mtg rooms
6:30 pm-8:30 pm	Tests for Area and State officer Candidates-Mall of America	MOA Mtg rooms
8:30 pm-10:30 pm	Nickelodeon Universe private party for FCCLA-Mall of America	MOA

Friday April 8

10:00-10:45 am	Welcome session– Base Camp	Base Camp
11:00 am, 12:00 pm	Leadership Mini Sessions-Base Camp and Leadership Center	Base Camp
11:00 –11:45 am	Lunch group A-Base Camp– Catered lunch	
12:00 –12:45 pm	Lunch Group B-Base Camp– Catered lunch	
11:00-12:00 pm	Workshop I-Leadership Center Group B	Leadership Center
12:00-1:00 pm	Workshop I-Leadership Center Group A	Leadership Center
12:30 –1:15 pm	Meet the candidates-Base camp-Speeches and questions from Voting delegates	Base camp
1:30-2:30 pm	Workshop II– Group A	Leadership Center
1:30-2:30 pm	Workshop II– Group B	Leadership Center
2:45-3:45 pm	Speaker session –Base camp	Base Camp
3:45 –4:00 pm	Break	
4:00-5:30 pm	Awards session and STAR Events awards	Base Camp
5:30-6:00 pm	Wrap up	

State STAR Events in 2022

1. Midwinter results-All state advancers will be imported to the state registration webportal when Area results are tabulated by the STAR Coordinators. The state advancer scores are described in pages 5-14 of the State STAR handbook.

2. Chapter's State Advancers will be listed in your chapter registrations. To be eligible for state level, students must be registered for the State Conference. Once midwinter deadline has closed, and rubrics have been validated by the Area Coordinators, then data about the students and events entered will be exported into the State Conference webportal. After February 18, the names of STAR Event participants from State Registration will be exported into the Judge Pro webportal. When this is accomplished, the Judge Pro webportal will be open for uploading your student files. You will enter students, chaperone and advisers for State Conference. Advisers will indicate award nominees, t shirt sizes and submit registration.

After Feb 18, the Judge Pro system will be set up with state advancer's student names in STAR Events.

After Feb 18 and before March 7 -When this webportal is opened, advisers will assist their students for uploading videos of oral presentations and pdf portfolios, displays, etc. Advisers will assist students to submit their portfolios, oral presentations into the Judge Pro system by uploading their pdf or video submissions. These (security settings) must be open to an outside viewer. A separate document of instruction will guide advisers to do this upload process.

4. Early March– The State Judge Pro System will be checked and then used for judging of virtual events.

5. During March 14-18 and March 21-25: Evaluators will be viewing the submissions and scoring rubrics on the Judge Pro platform. Evaluators are not limited to one date, one location and many business and industry evaluators have been secured to assist with judging.

6. In-person judging will occur for some events on April 7.

7. STAR Events– State Advancers from Midwinter results in these events will be judged virtually by submitting videos, portfolio documents to the **Judge Pro System**. *Career Investigations , Early Childhood Education, Entrepreneurship, Event Management, Fashion Construction, Fashion Design, 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-About Kids, Professional Presentation-Healthy decisions, Professional Presentation-FCS Topics, Professional Presentation Global Call to Action, Professional Presentation-Social Realities, Professional Presentation What We Eat, Professional Presentation-You-Me-Us, Promote and Publicize FCCLA, Say Yes to FCS Education, Sustainability Challenge, Teach and Train.*

Some events and Tests -in person on April 7 or April 8 will be: Candidate tests, Applied Math for Culinary, Everyday Equations, Chapter Service Display and Portfolio, Chapter in Review Display and Portfolio, will be judged in person April 7 at the Mall of America. The Call Backs for Professional Presentations will be notified for in person judging on April 7. As space allows, Parliamentary Procedure and FCCLA Buzz will be judged on April 7 or 8. Advisers will be notified if there are any changes to the plans for State STAR Events.

Elections of Officers The Area and State Candidates applications are on the MN FCCLA website. Applications will be due February 22. Candidates will need to be registered for State Conference by Feb 18 deadline.

Candidates do a link for the application and upload forms into the Survey Monkey Application. Forms are located in the MN FCCLA Website on the Leadership- Candidates page.

Tests for candidates will be scheduled for April 7 following the Twins game and tests will be held at the Mall of America.

Candidates will be notified of specific dates and details once their application have been received.

Area Officers: Selected by application, test and a voting delegate session on April 8.

On April 8, the candidates for Area Officer will do a short speech and answer 2 questions.

State Officers: Selected in a weighted process of the Election Committee (a zoom committee in March) and a test, scored application and essays, and a voting delegate session on April 8. On April 8, the candidates for State Officer will do a speech and answer questions from the Voting Delegates.

National Officer candidate:

Test– February 26 while at Winter Exec Council. 85% score required to proceed. After achieving the test score, candidates will complete the NOC application to submit in early March to MN FCCLA.

Interview by Election committee group– This will be scheduled for March by zoom. The election committee will select 2 candidates.

On April 8, the candidates for State Officer will do a speech and answer questions from the Voting Delegates.

New– Pilot. Many new members have not seen FCCLA events or opportunities first had. This will build stronger chapters for MN FCCLA.

A MN Youth Council of one youth leader per chapter.

Goal: To encourage all chapters to have a youth leader on the youth council.

To learn about FCCLA opportunities. To communicate information to their chapter.

Process: Nominated for this position by their adviser in the state conference registration webportal.

Must be younger than a current senior. One person per chapter.

(A new leadership opportunity) State Youth Council member is not a current or past Area, National or State Candidate or past officer.

Commitment:

Youth Council will be introduced at the State Conference.

1-Participate in two spring Zoom meetings in April and May 2022. Advisers optional attendance.

2-Following the 2022 State Conference, the Youth Council will show a powerpoint presentation to your chapter following the 2022 State Conference.

3-Optional—one day training held in September/Oct. (In conjunction with the State Fall Conference– Fall of 2022).

4-In your Area: (No additional travel needed beyond your fall chapter travel). Assist the State Officers and Area Officers to conduct 2022 Area Fall Trainings and Conferences.

CONFERENCE REGISTRATION INFORMATION

The link to registration is <https://www.registermychapter.com/fccla/mn>

Online registration process:

CHAPTER REGISTRATION: The registration process is similar to the process used in the past 3 years. It is connected to Chapter Affiliation data and the Midwinter STAR Event results have been imported to show student who qualified for STAR Events. Your chapter ID and password is needed.

Registration Paid to MN FCCLA. Payment may be made in check to MN FCCLA or as a credit card payment through Pay Pal.

Student delegates \$125.00

Adult delegates (Chaperones, Advisers) \$125.00 Ratio of adults to students (8 chapter students to 1 adult).

Due to covid, any persons such as parents who wish to attend will need to be registered as chaperones or advisers with the conference. Except for the Rotunda Program (which will be open to public audience) .

Guests or parents of officers must be registered attendees.

State Conference registration:

Includes a T- shirt for all delegates, speakers and expenses, insurance, AV, and meeting room rentals. 1 meal function. See page for conference costs -“Did you Know?” on page 11.

Chapter Fee: \$50.00 per school.

REGISTRATION DEADLINE:

February 18 STATE CONFERENCE REGISTRATION Before February 18

After Feb 18 at Midnight: After Feb 18 a late fee of \$10 per person occurs

Note: Conference t-shirts will be ordered February 19. This date is necessary with delays in shipping and merchandise.

All members must be affiliated on the chapter’s affiliation with national FCCLA in order to be registered with the State Conference.

IMPORTANT STEPS IN THE REGISTRATION:

1. **Log on with your chapter.**
2. **Proceed with Registration until you see “FINISH REGISTRATION”.**
3. **There are two steps. Please get to “FINISH REGISTRATION”. The link will be provided to chapter advisers when all midwinter results have been loaded into the system.**
4. **Identify chaperones.** (Ratio is 8 students to one adult) as well as yourself, the adviser, and register them for the adult registration which will include a breakfast Friday morning and program/ speakers. This ratio will be mandatory for security and safety reasons for the conference.
5. **Enter Grades for ALL Students.**

Covid policies for refunds. See information about covid paperwork.

Please review the registration custom questions each adviser will answer in the online registration system.

REGISTRATION

	CUSTOM QUESTIONS IN THE REGISTRATION PORTAL
1	Describe any needs or special accommodations that a student in your chapter might have.
2	A chapter needs to have a one adult to 8 student ratio for chaperones. Do you have this ratio of chaperones?
3	AWARD: Please name of one member you would like to honor as the Chapter Spark Award.
4	AWARD: Please provide the name (s) of a "new member" for the New Member Award you would like to honor.
5	AWARD:I am nominating a member for consideration for the Ultimate Leader Award-See the MN FCCLA website for the application form.
6	Does your chapter plan to apply for a National Program Award? Which National Program Award (s) are you applying for? These are due to national FCCLA by March 1.

Advisers registration checklist-by Feb 18.

- ✓ ☐ Enter names of students attending. All STAR Events at a state level need to be registered for STATE CONFERENCE.
 Put grades for your students as you register each student.
 Choose t shirt sizes for each delegate.
 Check to see that your STAR Events state advancers information from Midwinter is correct.
- ✓ ☐ Answer the Custom Questions.
- ✓ ☐ Choose to nominate a New Member Award. One per chapter to be honored.
- ✓ ☐ Choose to nominate a Chapter Spark Award. One per chapter to be honored.
- ✓ ☐ Choose to consider nominating someone for the Ultimate Leader Award. A full application is available on the MN FCCLA Website. Additional paperwork needed.
- ✓ ☐ Process the invoice for payment to MN FCCLA.

HOTEL SLEEPING ROOMS INFORMATION

Registration and Hotel Use

Because we do not have a state association contract for meeting space tied to sleeping rooms and attrition.

Advisers may choose a hotel based on these “courtesy blocks” or select a hotel from your own website research. There is not a headquarters hotel. All officers should be included in their chapter room blocks. Each chapter will secure their own hotel rooms from a hotel near the Mall of America.

A number of hotels will have a courtesy block for chapters to consider using.

This information will be in a special hotel information release.

More information on hotels is forthcoming.

2022 State FCCLA Information



Did you know?

Frequently asked questions about the conference.

The State Conference is a revenue producing event of the organization and helps to fund leadership activities of the state organization. The consistent level of registered delegates is a budget concern for the organization.

Did you know that MN FCCLA is a 501(C)3 non- profit organization that does not rely solely on state funding?

Did you know that State Meeting Registration covers the cost of

- Meeting space and technology
- T-Shirts
- Speakers, (travel, accommodations and speaking fee)
- Workshops Presenters
- Stage/ Sound Equipment and workers
- Name Tags
- Trainings and Materials
- STAR Event materials, (medals, certificates, trophies)
- Project Supplies
- State Officer, speakers and staff accommodations
- Postage and materials for mailings regarding State Meeting and STAR Events
- Insurance
- Security
- In 2022, the delegate registration fee included a Nickelodeon Universe ticket access and Twins game ticket.

Did you know to rent out ballroom meeting space could cost an upwards of \$20,000?

Did you know that the average keynote speaker fee averages between \$3,000 and \$6,000?

Did you know that stage/ sound equipment and technical workers could cost \$17,000 for their work at State Conference?

Did you know 1000 name tags and lanyards cost \$1200?

Did you know STAR Event competition takes 10 volunteers' time and a weekend of work to schedule 1,200 delegates in 50 events?



2022 National FCCLA Conference

National FCCLA Conference

San Diego, California

Attending the National FCCLA Conference is an exciting and educational experience for members, advisers and chaperones. More information about the National Conference will be coming in the next few weeks and months. The anticipated attendance for 2022 will be about 8,500 youth and adults!

Following the state conference, we will ask for your response about going if you are an advancer. You will have a grace period until April 14 (A zoom meeting of MN advisers) to accept your trip opportunity. You can talk to parents, school officials from Saturday until Tuesday. The MN Delegates who are National STAR Event Advancers in various categories will be asked to indicate on Wednesday April 14 if they are going to take the opportunity to go to National Conference. Registration for National STAR Event advancers will be collected.

Advisers must attend the National STAR Advancers meeting if you intend to go or consider going to National Conference. This is a mandatory meeting with much information.

The Board of Directors has determined this policy for 2022: *"Each participant will pay the National STAR event fee . Event participation will be withdrawn with a non payment of the fee."*

Each event entry should have ONE Adult volunteer for judging or room consulting at the national conference. Minnesota FCCLA will need to meet a quota for volunteers and the board has determined that events will need to designate their adult and also student volunteers) on April 14. Volunteering is an expectation for each entry.

Advisers may want to communicate with parents prior to March 30 and get some indication of the intent to go to National Conference.

The conference registration, hotel, airfare and MN Package for a person to attend National FCCLA is about \$800 –\$1200. Sample expenses.

- Airfare: \$ depends on airline's pricing, \$300-400 estimate
- Hotel: \$230 per night (shared rooms 4 per room, 5 nights =\$289.00 plus taxes.)
- Registration: \$190
- Ground transportation: \$ 25-30 per person.
- Food : 5 or 6 days food
- Tours: Depends on what you decide to do. These are optional.
- Minnesota package: varies from \$100 to \$150* determined by MN FCCLA Board policy.

This varies with on ground transportation, airfare costs, and hotel costs. Hotels will be chosen by the chapters. There will not be a state delegate hotel. STAR Event and Candidates must be registered in conference designated hotels to be eligible to complete.

MN FCCLA Board of Directors has determined that the mode of transportation or airfare will be determined by the chapter. Minnesota FCCLA State Officers will be conducting 2 or 3 state meetings which are mandatory for delegates to attend during the conference.

Participation in the FCCLA Leadership Conference is the first priority. **Sightseeing and tours should be made a secondary priority.** Board of Directors intends to strengthen STAR Event management and advisors to attend National Leadership Conference and assist with National STAR event volunteers.



Sample letter for asking for parent permission
to attend the National FCCLA Conference
prior to coming to the State FCCLA Conference.

March 2019

To: FCCLA member parents

From: Your FCCLA Advisor

Re: National FCCLA Conference

June 28-July 3, 2022

Your child will be attending the State FCCLA Conference at the end of March. The top team or individual in each category will qualify for National FCCLA competition. The time line for registration for national STAR Events after the State FCCLA Conference is very short and so delegates must come to State FCCLA Conference knowing whether they would be able to attend national meeting.

The National FCCLA Conference will be about 8,500 youth and advisers, chaperones at one of the finest leadership conferences for learning, competing and hearing motivational speakers and FCCLA national program workshops. It will be an outstanding experience for your son or daughter to attend.

I do not know the exact cost as of yet, but we do know that the school will contribute toward the cost of transportation. That leaves the remainder of the travel, registration and hotel to be paid by the student. Hotel will cost approximately \$300 per person for a shared room for 6 nights. Chapters will determine their own transportation to the conference. In the past the cost of the trip has been around \$900 to \$1200.

If students earn a trip to the National FCCLA meeting, we will do fund raising, although I cannot guarantee that the entire cost will be covered. It will depend on the number of students going, the effort put forth in fund raising and the final cost.

I do need to know if going is a possibility and so I would like to have this form signed and returned. The information on this form will indicate a final decision.

Thank you so much for your help in this matter,

FCCLA Advisor

FCCLA Name _____

_____ Yes, my child would be able to go to the National FCCLA Conference

_____ No, my child would not go to National FCCLA Conference

Parent's signature

National FCCLA Conference— Please Indicate student's interest in attending.

INFORMATION DUE MARCH 30 to MN FCCLA, PO 131386, Roseville, MN 55113.

At the 2022 National Conference, All students will need a red jacket uniform in order to attend. The dress code was determined by the National Board of Directors and goes into effect this year. MN FCCLA will provide jackets on a rental basis, the “bottoms” will be provided by the participants.

Officers: As previous policy: Minnesota FCCLA will be providing a red jacket to all Officers for the year as previous policy. Officers receive this jacket at Leadership camp in June. The yearly \$25 jacket rental is part of the Camp registration.

Delegates and STAR Event attendees: MN FCCLA has determined that all student who need a jacket for National Conference can rent a jacket for \$ 15 for the National Conference. Jackets will be given to NLC attendees at Leadership Camp. A STAR Event Practice Day on June 19 is being planned for NLC attendees to revise and perfect their STAR Events. At that time participants will be fitted. Jackets will be collected at NLC and boxed up to send back to Minnesota. Participants will not keep their jackets, but return them at that time of the last General Session. Participants who do not attend the June Leadership camp will be charged a shipping fee. In order to purchase jackets in sizes needed, we need you to indicate if eligible students in events that can advance are planning to advance, if you get named. STAR Events participants which advance to National will be announced on March 30, Saturday morning and participants will need to be prepared to accept the trip at that time.

RED BLAZER – LADIES Circle the size you would need should you become a JHC Officer.

0	2	4	6	8	10	12	14	16	18	20	22	24
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Male Choose one of the following men's sizes:

RED BLAZER – MENS –REGULAR Circle the size you would need should you become a JHC Officer

36	37	38	39	40	41	42	43	44	46	48	50	52	54	56	58	60
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RED BLAZER – MENS -LONG Circle the size you would need should you become a JHC Officer.

38	39	40	41	42	43	44	46	48	50	52	54	56	58	60
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RED BLAZER – MENS –XLONG Circle the size you would need should you become a JHC Officer.

Chapter: _____ **INFORMATION DUE April 30 to MN FCCLA, PO 131386, Roseville, MN 55113. Students who are in STAR Event which advance are:**

Add more pages if needed. Name:	STAR Event:	Grade level:	X Yes -I would attend NLC	X No- I would not attend NLC	Size of jacket and men's or woman's- <i>Jackets are in sizes,</i>

Safety and Health Preparedness Plan

FCCLA is preparing the MN FCCLA STATE CONFERENCE in-person experience so that all attendees on site remain safe, healthy, and comfortable throughout the event. We are monitoring the COVID-19 status and are in constant contact with the Department of Education and Health and local authorities. Please visit the [Centers for Disease Control and Prevention](#) for recommendations on how to protect yourself against COVID-19.

FCCLA is committed to the health and safety of all attendees while on site for the 2022 MN FCCLA STATE CONFERENCE. All attendees (advisers, guests, vendors, etc) will be required to complete the FCCLA COVID Safety Agreement and Waiver Form that will be due upon arrival at the FCCLA Registration Desk before admittance into the conference and conference name badge distribution.

The safety and health of all those attending in-person is our top priority. This plan is a living document that will continue to evolve as the venue and local protocols change.

1. Name badges must be worn at all times. A conference name badge is necessary to be permitted into the conference area. Name badges will be picked up at the registration desk.
2. MN FCCLA will observe the covid policies of the city the conference is in or transportation policies of the conference and the venues' rules.
3. Masks:
 - All attendees will be required to observe the mask rules established by the venue and local authorities at the time of the event.
 - If masks are required, attendees must wear a non-vented properly fitted face mask (covers both mouth and nose) throughout all sessions and in public areas.
 - Gator style masks and bandannas/scarves are not acceptable face coverings.
4. Hand sanitizer:
 - Personal-sized hand sanitizers are recommended to carry with you at all times.
5. Social Distancing:
 - All attendees will be required to observe the social distancing rules established by the venue and local authorities at the time of the event.

FORM #1 CODE OF CONDUCT FORM

2022 MINNESOTA FCCLA CODE OF CONDUCT FORM

FCCLA Code of Conduct

FCCLA requires every student delegate (including guests) to read and complete these forms as part of attendance requirements. Please make sufficient copies for your students to sign and return to you prior to the Fall Conference. Chapter advisers should bring these forms with them to the conference for possible reference.

Please do not send signed copies to FCCLA State Office.

Delegate Conduct Practices/Procedures

FCCLA requires every student delegate to read and complete the Attendance Permission Form as part of the completion attendance requirements. This form should be returned to your FCCLA Chapter Adviser prior to attendance.

- The term "delegate" shall mean any FCCLA member, including advisers, attending conferences (middle school, high school, collegiate, alumni, and chaperones).
- There shall be no defacing of public or private property. Any damage to any property or furnishing in the hotel rooms, or any other area must be paid for by the individual or chapter responsible.
- Delegates must wear identification badges to all conference sessions.
- Delegates shall refrain from using inappropriate or profane language at all times when attending conference activities. Delegates shall refrain from verbal, physical, or sexual harassment, hazing, or name-calling.
- Delegates shall respect the rights and safety of other hotel guests and conference attendees.
- Delegates shall not possess alcoholic beverages, narcotics, or weapons in any form at any time under any circumstances.
- Delegates shall refrain from gambling, playing cards, dice, or games of chance for money or other things of value.
- Use of tobacco products by delegates is prohibited at all FCCLA functions.
- Delegates must adhere to the dress code policy at all times.
- Delegates must not dress or behave in a manner that can be interpreted as sexually explicit.
- Students shall keep their advisers/chaperones informed of their activities and whereabouts at all times.
- No delegate shall leave the conference premises, including their assigned hotel unless permission has been received from their adviser/chaperone.
- Delegates should be prompt and prepared for all activities.
- Delegates are required to attend all sessions and activities assigned, including workshops.
- Delegates will spend nights at their assigned hotel and in their assigned hotel room. Guests are not permitted in student hotel rooms after curfew.
- Curfew will be enforced. Delegates are required to be in their assigned hotel room during curfew hours. Quiet hours will be observed after curfew. Delegates are expected to be respectful of other hotel guests.

Date: _____

Student name: _____

Student signature: _____

Adviser name: _____

Adviser Signature: _____

Parent/Guardian Name: _____

Parent/ Guardian Name signature: _____

FORM #2 PERMISSION FORM

2022 STATE CONFERENCE

Chapter:_____

Delegate name:_____

Attendance

This is to certify that has my permission to attend the State Conference hosted by MN FCCLA Family, Career and Community Leaders of America. I also do hereby hold harmless, and waive and release any liability claims or causes of action against FCCLA, its directors, officers, employees, FCCLA chapter advisers, and FCCLA state association and school staff which my child or I may now or hereafter having arising in connection with my child's travel, attendance, or participation in the FCCLA Fall Conference, including without limitation, claims for personal injury, bodily harm, illness, and disease (including without limitation, risk of death), and pertaining to causes including the current, potentially lethal COVID-19 virus.

Emergency

I authorize the chapter adviser or other chaperoning adult to secure the services of a physician or hospital, and to incur the expense for necessary services in the event of accident or illness, and I will provide payment for these costs. I understand that, when necessary, in the event of an emergent illness or injury, delegates will be transported to a local medical facility at the choice of the emergency medical professionals who respond.

We have read and agree to abide by the FCCLA Code of Conduct and COVID Safety Agreement and Waiver form in its entirety. We also agree that school officials, FCCLA chapter advisers, FCCLA state association staff have the right to send home from the Fall Conference at our expense, provided that he/she has violated the Code of Conduct, COVID Safety Agreement and Waiver, and/or his/her conduct has become a detriment to the conference experience.

Chapter:_____

Student name:_____

Student Signature:_____

Date:_____

Chapter Adviser Name:_____

Chapter Adviser Signature:_____

Date:_____

Parent Name:_____

Parent Signature:_____

Date: _____

Advisers/chaperones must have a copy of this permission form with them at all times during the conference. **PLEASE DO NOT SEND SIGNED COPIES TO FCCLA.**

FORM #3 MANDATORY DRESS CODE FORM

Chapter:_____

Delegate name:_____

Please review the policy prior to attending.

The FCCLA official dress is worn for FCCLA activities per the dress code as outlined. Students may select the attire that best fits the gender with which they identify. This is a personal choice as long as the FCCLA guidelines are followed. This also applies to the dress code guidelines for FCCLA conferences.

Mandatory Attire For: All Sessions and while in Conference Area

- FCCLA Red blazer is encouraged and mandatory for officers
- Red, black, or white polo (long or short sleeves). It does not need to have an FCCLA logo.
- Red, Black or White Professional shirt (long or short sleeves). It does not need to have an FCCLA logo.
- An FCCLA organizational or conference T shirt.
- Black bottoms or khaki slacks (slacks, skirt, sheath dress)
- Shoes
- No Jeans,
- Athletic wear are NOT acceptable for the conference.

Advisers/ Chaperones/ Guests

- Business professional or the above organizational clothing.
- Jeans, athletic wear are NOT acceptable

I certify that I have reviewed the Mandatory Dress Code Policy with my adviser/ chaperone and parent/guardian and agree to follow the dress code as stated throughout the conference. I understand that all attendees not adhering to the mandatory dress code will not be admitted into sessions as outlined.

Student name:_____

Student signature:_____

Date: _____

FORM #4 COVID SAFETY AGREEMENT & WAIVER FORM

2022 STATE CONFERENCE COVID SAFETY AGREEMENT & WAIVER

FCCLA is offering an in-person attendance at the **2022 State Conference** to affiliated members, advisers, state staff, and guests pursuant to local government orders permitting such gatherings at this time. FCCLA requires

all attendees and staff to comply with safety precautions specified in the state, local government, and CDC guidelines. Any person disclosing or exhibiting symptoms of COVID-19, or knowingly exposed to the disease, will be refused admittance to the in-person **2022 State Conference**. Any person refusing to comply with required safety protocols will be required to leave the **2022 State Conference** at their own expense.

Before receiving your name badge and registration materials on site and entering the conference area, you will be asked to acknowledge and accept the following terms and conditions.

A signed form per attendee will be required.

I confirm that I have not knowingly been exposed to anyone testing positive or presenting symptoms of COVID-19 within the last six (6) days before arriving on site.

I confirm I have not myself tested positive or presented any of the symptoms of COVID-19 listed below. I will not enter the NFC or Capitol Leadership conference area if I am experiencing any signs or symptoms of COVID-19. I acknowledge that common symptoms of COVID-19 include:

- Fever (temperature of 100.4 F or higher)
- Chills
- Cough
- Shortness of breath or difficulty breathing
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

I confirm I will immediately quarantine myself and leave the conference area and notify FCCLA Staff if I or someone I have been in close contact with, is exposed to COVID-19, exhibits COVID-19 symptoms or receives a positive COVID-19 test result.

I expressly agree to fully comply with appropriate COVID-19 health and safety measures and protocols set for attendance at the **2022 State Conference**, including the requirement to wear face masks at all times, if required, and maintain appropriate social distance in accordance with applicable state and local requirements.

Chapter: _____

Name: _____

While in attendance at the **2022 State Conference**, I will make every effort to maintain CDC-recommended hygiene procedures at all times, including following the guidelines of frequent hand washing (or suitable hand sanitizer), avoid touching my eyes, nose, and mouth in public places and covering coughs or sneezes with a tissue or inside my elbow.

Assumption of Risk: The COVID-19 virus continues to spread from person-to-person contact and other means, and people reportedly can spread the disease without showing symptoms. Evidence has shown that COVID-19 can cause serious and potentially life-threatening illness and even death. Therefore, if you choose to participate in **2022 State Conference**, you may be exposing yourself to or increasing your risk of contracting or spreading COVID-19, despite our safety precautions. In exchange for being allowed to participate in the **2022 State Conference**, I hereby choose to accept the risk of contracting COVID-19 for myself or my family.

Waiver of Lawsuit/Liability: I hereby forever release and waive my right to bring suit against FCCLA and its officers, directors, managers, officials, trustees, agents, employees, or other representatives in connection with exposure, infection, and/or spread of COVID-19 related to my participation in **2022 State Conference**. I understand that this waiver means I give up my right to bring any claims including for personal injuries, death, disease or property losses, or any other loss, based upon claims of negligence.

I certify that I have reviewed FCCLA Safety and Health Preparedness Plan with my adviser/chaperone and parent/guardian and agree to follow the protocols as stated throughout the conference. I understand that all attendees not adhering to the safety protocols will not be admitted into the conference area or into any sessions.

This form must be turned in onsite when picking up conference registration materials at the FCCLA Desk. PLEASE DO NOT SEND SIGNED COPIES TO FCCLA.

Student Signature: _____

Date: _____

Student cell phone: _____

Adviser Signature: _____

Date: _____

Adviser cell phone: _____

Parent Signature: _____

Date: _____

Parent cell phone: _____