



2012 State Officer Candidate Handbook

MN Family, Career and Community Leaders of America

***A guidebook to identify the
State Officer selection process***

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Process of selecting new MN FCCLA State Officers

- Step 1 March 2: Submit State Officers applications by the deadline. Applications are checked for all required information. Applications are scored on a rubric scoring method by persons not affiliated with a FCCLA chapter. The applications are checked for the following items: The signatures of all of the parties- officer, advisor, school official and parent; the expectations or contract area of the application is signed and checked in appropriate places, the application is complete and meets all required components.
- Step 2 In March: State Officer candidates are invited to participate in a conference call of candidate, advisor and state staff. The election process is reviewed.
- Step 3 In March: Applicants receive instructions for State FCCLA Conference which will include: schedule, testing time, interview time, workshop presentation time, speech topic for stage presentation, and candidate poster information.
- Step 4 Prior to State Conference: Candidates prepare workshop, interview and test and the speech for stage. A practice test has been posted on the website.
- Step 5 Thursday of State Conference: Candidates take a written test at State Conference. The test is scored by a board member with no conflict of interest.
- Step 6 Thursday- State Conference: ON Thursday evening, candidates will participate in the interview and do a workshop presentation to the election committee. An Election Committee Lead Consultant takes the scores sheets from the committee and tabulates these results, bringing them to a central location promptly.
- Step 7 Thursday- State Conference: Candidates present a speech they have prepared prior to the conference at First General Session. In 2012 Candidates will also present their speeches at the state capitol. Transportation will be provided.
- Step 8 Thursday- State Conference: Finalists are notified (if there are more than 14 candidates). A Friday Morning speech topic is given to them on Thursday evening for the Friday speech to voting delegates.
- Step 9 Friday- State Conference: State Officer finalists give a speech to voting delegates and answer questions from formal house of delegates session.
- Step 10 Friday- State Conference: State Officer candidates receive letters informing them of the results. A three person validation committee of board members with no conflict of interest validates the state officer selections with the state staff. State Officers-elect attend the Friday State Conference Session with installation. State Officers' offices are announced and they are installed.

Step 11 Saturday- State Conference: State Officers and their advisors attend the old/ new State Officer meeting.

The selection process is a weighted process.

These are components of the process:

Equally weighted:

- 1) The written test
- 2) The application scored on a rubric
- 3) The interview and workshop scores
- 4) The votes from voting delegates

Selection is by a weighted process by the voting delegates and the election committee in an equally weighted process at the annual state meeting. *(from the MN FCCLA By laws)*

Election Committee Process:

State officer candidate finalists (top 14 scores) shall be selected by the election committee.

The election committee shall consist of: *(from the MN FCCLA By laws)*

- 1) State President or former state president.
- 2) State President Advisor or former state president advisor.
- 3) State Secretary or former state secretary
- 4) State Secretary's advisor or former state secretary advisor
- 5) Past State Officers – 2 or 3 years removed.
- 6) Past Region Vice Presidents from the even numbered regions on even numbered years and odd numbered region on odd numbered years. In the event a region VP is running for state office, the sect/ treasurer or the president will take over that order.
- 7) A chapter member. If none of the preceding is a junior high member, it shall be a junior high member appointed by the state president.
- 8) One or more organizations from other student organizations.
- 9) State supervisor of Family and Consumer Sciences.

Definitions:

Election Committee- Thursday of State Conference

The Election Committee is defined in the by laws for the make up of the committee from former officers, other student organization, advisors and persons skilled at interview techniques and knowledge of the candidate's skill for presentations. The committee members listen to either an interview and or a workshop presentation. This Election Committee is contacted by the State President and usually meets with each candidate for about 10-15 minutes. The committee will ask questions and complete a rubric scoring sheet for each candidate. The committee will sign a Code of Conduct agreement for MN FCCLA Election Committee working with the selection of State Officers.

Board of Directors

The Board of Directors is the governing body of the state association and has oversight for fiscal responsibility and policy. A committee of board members who do not have a conflict of interest will validate the selection of state officers prior to their announcement.

Election Committee Lead Consultant- Thursday of State Conference

A person who has no conflict of interest in the current election results will confer with the State President and collect evaluation forms from the Election Committee, add the results and take the rubric score sheets to FCCLA conference headquarters. This person will sign a Code of Conduct agreement for working with the selection of State Officers

Test Evaluator- Thursday of State Conference

Up to 3 persons will administer the test on site for candidates and correct the tests using a test and answer key supplied by the State President in consultation with the State FCCLA office. These persons will sign a Code of Conduct agreement for working with the selection of State Officers

Application Evaluator- Prior to State Conference

Up to 3 persons will evaluate and score the written applications using a rubric score sheet. These persons will not have any conflict of interest in the selection of officers. These persons will sign a Code of Conduct agreement for persons working with the selection of State Officers

Code of Conduct agreement for MN FCCLA Election Committee and persons working with the selection of State Officers.

This code of conduct will be signed by persons working with the selection processes at the time of the invitation to become a part of the process. The selection of State Officers is an important role for the governance and leadership roles for MN FCCLA. In good faith, the officer candidates and persons working with the processes will conduct themselves with professionalism and courtesy.

1. ___ Yes, as a person working with the selection of new state officers, I will honor the work, effort and knowledge of the candidates with courtesy and kindness.

2. ___ Yes, as a person working with the selection of new state officers, I will keep an open mind, listen attentively and score the applicants with integrity.

3. ___ Yes, as a person working with the selection of new state officers, I will not share information that has not been made public to the candidates about the interviews, presentations, test information or questions to the candidate before or following the process. I will not share information that is meant to be shared with candidates prior to the information being made available to all candidates.

4. ___ Yes, as a person working with the selection of new state officers, I will keep all results secure and confidential and not share information outside of the process or the interview room, test room, workshop room or tabulation room with candidates, advisors or others.

5. ___ Yes, I agree to work with the MN FCCLA selection of state officers and I will declare any conflicts of interest. Such conflicts of interest may necessitate me from being excused from the process.

___ Yes, I have a conflict of interest in this manner:

___ No, I do not have a conflict of interest with the selection process, with knowing candidates, their chapters or a history with any candidate or candidates' chapter,

6. ___ When asked to share information by those outside the process, I will state:

“ I have signed a confidentiality agreement and I cannot share that information with you.”

Signature: _____ Date: _____

Instructions to State President for Selection of the Committee

The State President shall (with the aid of the State President’s Advisor) contact and secure the election committee members. The By Laws of MN FCCLA determine the makeup of the committee.

Election Committee

Finalists (top 14 scores) shall be selected by the election committee.

The election committee shall consist of: (from the MN FCCLA By laws)

- 1) State President or former state president.*
- 2) State President Advisor or former state president advisor.*
- 3) State Secretary or former state secretary*
- 4) State Secretary’s advisor or former state secretary advisor*
- 5) Past State Officers – 2 or 3 years removed.*
- 6) Past Region Vice Presidents from the even numbered regions on even numbered years and odd numbered region on odd numbered years. In the event a region VP is running for state office, the sect/ treasurer or the president will take over that order.*
- 7) A chapter member. If none of the preceding is a junior high member, it shall be a junior high member appointed by the state president.*
- 8) One or more organizations from other student organizations.*
- 9) State supervisor of Family and Consumer Sciences.*

Duties of the State President for the Election Committee

Timeline	Duty
Ahead of the Conference: (Fall of pervious year)	Prior to the review of applications and letters to the candidates, workshop topics and interview questions shall be determined. The State President should work with state FCCLA staff to determine workshop topics prior to the applications being posted and sent to chapters. The workshop topic is communicated by the state staff to candidates following the acceptance of their applications. The State President shall determine with the state FCCLA staff a state officer candidate speech topic and workshop topic by fall of the previous year. These topics are kept confidential until released with instructions to the state officer candidates by the state FCCLA staff.
Ahead of the Conference- after March deadline	The State President shall begin to determine the members of the election committee. In the event that a State President’s or State Secretary’s chapter or school has candidates in the process, the option for a “former state president” or “former state secretary” shall be used. The past State Officers, Regional Officers and chapter members on the election committee should not have state officer candidates in this process from their school, chapter or former chapter. The State President should start securing members of the committee as soon as the applications have been received by the state FCCLA office. The State President should work with the state FCCLA staff to determine the committee members invited to participate. A gender, culture and geographic mix of members should be sought. The specific names of the election committee are not made public prior to the conference.

Ahead of the Conference:	<p>Communication from the State President to the selection committee should be:</p> <ol style="list-style-type: none"> 1) Letter identifying the date, time, location and expectations. 2) A copy of rubrics and candidate's expectations. 3) Copy of the code of conduct form
Ahead of the Conference:	<p>The State President shall prepare the evaluation rubrics for the workshop and interview with the State FCCLA staff. The State President shall make the necessary copies of the paperwork needed. All copies and extra copies of the information shall be kept confidential prior to the committee's work and afterward collected by the State President following the committee's work and brought to the secure location of the State FCCLA Conference state staff work room.</p>
Ahead of the conference:	<p>The State President shall prepare a list of possible questions for the interview room.</p>
At the day of the conference:	<p>The State President shall work with the committee to determine the order of questions, which committee member will ask each question and assure that each candidate is given an equal opportunity to addresses similar questions.</p>
At the day of the conference	<p>The State President shall work with the Lead Consultant of the election process and the committee's evaluation papers shall be brought to the Lead Consultant as they are done following each candidate. Committee members should not confer with each other to score the applicants.</p>
At the day of the conference:	<p>The lead consultant will tabulate the evaluations and collect the paperwork form each interview and each workshop as they are completed. The Lead Consultant secures the evaluation forms as they are completed, validates them and brings the results to the State FCCLA State Conference headquarters office immediately following the last interview.</p>
At the day of the conference:	<p>The State President shall distribute and collect the Code of Conduct forms, secure signatures and orally review the expectations prior to the start of the election committee work.</p>
At the day of the conference:	<p>The Sate President shall have written thank you notes and/or distribute a small gift to the election committee members.</p>
Optional:	<p>The State President may bring snacks and beverages to the committee rooms for the committee. Check with the Executive Director about hotel contract language so as not to violate the contract for food purchases with the hotel contract</p>

State Officer Candidate Resources

Information for Candidates

- *National FCCLA Program Materials*
- *MN FCCLA State Officer Handbook (In Advisors section of MN FCCLA website)*
- *FCCLA Chapter Handbook CD*
- *Teen Times*
- *Information Sheet*
- *FCCLA At-A-Glance*
- www.fcclainc.org website
- *FCCLA Public Relations Materials*
- *Membership Campaign Materials*
- *FCCLA is...Program Video*
- www.mnfccla.org website
- *National and State FCCLA By laws*
- www.minnfccla.blogspot.com
- *Chapter advisor materials (E advisor), lesson plans, The Advisor.*

PRACTICE #1 EXAMPLE

Candidate Test

Practice test is placed on MN FCCLA website

First Name: Candidate Number:

Directions: Complete the following questions to the best of your ability. Good Luck!!

General FCCLA Facts

1. What does the acronym FCCLA stand for? (1 pt)
2. What are the five steps of the planning process? (5 pts)
3. What are the FCCLA colors and what do they stand for? (3 pts)
4. How many regions are there in Minnesota? (1 pt)
5. What are the National and Minnesota FCCLA publications called? (2 pts)
6. When is FCCLA Week? (1 pt)
7. Name the eight purposes of FCCLA. (8 pts)
8. FCCLA Mission, Fill in the Blanks (8 pts)

Our mission is : to promote _____ and _____
_____ through _____ and _____
_____, focusing on the multiple roles of
_____, _____,
_____ and _____ leaders, members develop skills for life
through: character development, _____
and _____ thinking, _____ communication,
_____ and _____ and _____.

9. What is this year's state theme? (1 pt)
10. Who is the MN FCCLA Executive Director? (1 pt)
11. How many state officers are there? (1 pt)
12. Who is the current Minnesota FCCLA Representative to the Board of Directors? (1 pt)
13. How many National Officers are there? (1 pt)
14. Who is the current National FCCLA President? (1 pt)
15. Which of the following is NOT a Minnesota FCCLA State Officer position? (1 pt)
 - a. Vice President of Resource and Development
 - b. Vice President of S.T.A.R. Events
 - c. Vice President of Community Service
 - d. Vice President of Public Relations
16. What does STOP in STOP the Violence stand for? (1 pt)
17. What does FACTS stand for? (1 pt)
18. Which of the following IS a National FCCLA Program? (1 pt)
 - a. 7-Up Challenge
 - b. LIFT
 - c. S.T.A.R. Events
 - d. Individual Mentoring
- 19.-30. Name the FCCLA National Programs. (11 points)

Score:

_____ Out of 50

DRAFT EXAMPLE: RUBRIC FOR INTERVIEWS/ WORKSHOP

Candidate Interviews	4	3	2	1	Points
1. Appearance	4 Appropriate choice of clothing -a professional appearance	3 Clothing is appropriate	2 Clothing and appearance are lacking in professionalism, neatness or cleanliness	1 Clothing and appearance are not appropriate	
2. Poise	4 Candidate shows poise, confidence and assurance.	3 Candidate is somewhat poised and confident	2 Candidate seems nervous and lacks poise to conduct the interview,	1 Unable to conduct the interview with confidence or poise	
3. Answer #1	4 A well thought out, succinct and quality answer	3 Answer lacks detail or appropriate length	2 Answer is limited in quality and detail	1 Did not answer the question, or Answered too long.	
4. Answer #2	4 A well thought out, succinct and quality answer	3 Answer lacks detail or appropriate length	2 Answer is limited in quality and detail	1 Did not answer the question, or Answered too long.	
5. Answer #3	4 A well thought out, succinct and quality answer	3 Answer lacks detail or appropriate length	2 Answer is limited in quality and detail	1 Did not answer the question, or Answered too long.	
6. Answer #4	4 A well thought out, succinct and quality answer	3 Answer lacks detail or appropriate length	2 Answer is limited in quality and detail	1 Did not answer the question, or Answered too long.	
7. Answer #5	4 A well thought out, succinct and quality answer	3 Answer lacks detail or appropriate length	2 Answer is limited in quality and detail	1 Did not answer the question, or Answered too long.	
8. Answer #6	4 A well thought out, succinct and quality answer	3 Answer lacks detail or appropriate length	2 Answer is limited in quality and detail	1 Did not answer the question, or Answered too long.	
9. Creative and critical thinking	4 Evident of thoughtful approach to candidacy	3 Some creative or critical thinking is evident	2 Little create or critical thought	1 Not able to answer with evidence of creative or critical thought	
10. Eye contact	4 Eye contact is appropriate	3 Eye contact is sometimes appropriate	2 Eye contact is not appropriate	1 Eye contact is lacking	
11. Voice	4 Confident Voice, appropriate volume and tempo	3 Voice is appropriate volume and tempo but lacks confidence.	2 Voice is not appropriate in one or more ways	1 Voice is distracting or difficult to hear	
12. Entrance	2 Candidate enters with a greeting and leaves with a thank you		1 Candidate lacks entrance skills	1 Candidate does not enter with a professional manner.	
13. Exit	2 Candidate leaves with a favorable impressions and a thank you		1 Candidate leaves with no thank you or greeting.	0 Candidates does not exit in a professional manner	
Total: 48 points					

RUBRIC EXAMPLE: Example of State FCCLA Officer Application Rubric

Name: _____ # _____

Application Score sheet	5 points	4 points	3 points	2 points	1 point	0 points	total
Application: Appearance	Complete and Neat, well documents evidence of experiences	Application is complete	Application is done but lacks detail	Application is missing some portion of the application	Application is incomplete		
Signatures	Signature of all parties are included					Signature not complete	
Code of conduct	Agrees to all	agrees to some-one not checked	agrees to some-two not checked	Agrees to some, more than 2 not checked	Agrees to some, 3 or more not checked	Candidate does not agree to code	
Candidate agrees to all events and stipulations	Agrees to all	agrees to some-one or two not checked	agrees to some-two not checked	Agrees to some, more than 2 not checked	Agrees to some, 3 or more not checked	Candidate does not agree to contract items	
Candidate answers all questions	Questions show thought, involvement and detail of understanding	questions Answered with thought and details	Candidate answers questions with many details	Candidate answers questions with some details	Candidate answers all questions		
Years in FCCLA (Question 2)	More than 4	4 years	3 years	2 years	1 year	1 year or less	
Grade point average (Question 3)	4.0 GPA	3.8 or higher	3.5 or higher on 4.0 scale	3.2 or higher	3.0 or higher	3.0 or lower	
Number of events participated in (Question 4)	Multiple National, state and regional events were attended	Some National, state and regional events were attended	State and regional events were attended	Regional events were attended	Local events were attended	Little involvement in events	
STAR Events (Question 4)	Has participated in National, regional and state STAR Events multiple years	Has participated in State and regional STAR Events multiple times	Has participate in Regional STAR Events multiple times	Has participated in regional events for one year	Has participated in regional star events one time	No participation in STAR Events	
Officer roles (Question 5)	Regional offices held	Regional officer	Local officers position	No officer positions	No officer positions	No officer positions	
Contribution to local chapter (Question 6)	Multiple Membership efforts, time and project efforts are evident.	Three or more: membership, projects, Some efforts are evident	One project or effort	Few projects or efforts mentioned	No projects or efforts		
Community (Question 7)	4 or more examples listed and depth of project is evident	3 or more examples listed	2 examples listed	1 example listed	None listed	None listed	
School contributions (Question 8)	Positive influence for school is evident in 3 ways	Some involvement in school is evident in 2 ways	Limited involvement in school in one way	None listed	None listed	No evidence	
Essay What makes you qualified? (Question 9)	Answer shows commitment, thought and 5 ways they intend to be a quality officer with many details	Answer shows a commitment and 4 ways to be a quality officer	Answer shows some thought and 3 ways to be a quality officer	Answer shows some thought and 2 ways to be a quality officer	Answer shows some thought and 1 ways to be a quality officer	No commitment or thought is evident.	

FCCLA's impact on your life (Question 10)	Articulated evidence of FCCLA's role in their life with at least 5 examples	Articulated evidence of FCCLA's role in their life with at least 4 examples	Articulated evidence of FCCLA's role in their life with at least 3 examples	Articulated evidence of FCCLA's role in their life with at least 2 examples	Articulated evidence of FCCLA's role in their life with at least one example	No evidence of the impact	
FCCLA program involvement (Question 10)	Application mentions 5 or more national programs	Application mentions 4 national programs	Application mentions 3 national programs	Application mentions 2 national programs	Application mentions one national program	None mentioned.	
Paragraph – Recommendation #1 person	Recommendation is exemplary. Shows much evidence of the candidate's ability and interest	Recommendation is strong, and shows some evidence of the candidate's ability and interest	Recommendation is adequate and shows a little evidence of the candidate's ability and interest	Recommendation is not strong, and shows limited evidence of the candidate's ability and interest	Recommendation is weak shows no evidence of the candidate's ability and interest	Not recommended	
Paragraph – Recommendation #2 person	Recommendation is exemplary Shows much evidence of the candidate's ability and interest	Recommendation is strong, and shows some evidence of the candidate's ability and interest	Recommendation is adequate and shows a little evidence of the candidate's ability and interest	Recommendation is not strong, and shows limited evidence of the candidate's ability and interest	Recommendation is weak shows no evidence of the candidate's ability and interest	Not recommended	
Application mentions the Delta Mini grant for GYSDAY	5 Grant is mentioned and included Application was completed.	3 Mini grant is mentioned, community service is mentioned				0 Application does not mention the Mini grant or GYSDAY	
Data	5 Information page-Data is provided				0 Information page-Data is not provided		
Total: 100 points							

National FCCLA programs: Career Connection, Leaders at Work, Community Service, FACTS, Families First, (and a part of families First is Japanese Exchange Program), Financial Fitness, Power of One, STOP, Student Body, Competitive Events, and STAR Events.

During the Election Committee you would have time to present about 5-8 minutes of a workshop and explain your workshop plan. You would have activities chosen for the election committee that would best describe your workshop plan.

Example Workshop Planning Sheets---Program area: Student Body

Audience: 20-60 high school and jr high students

EXAMPLE

Time	Activity	Resources	Who?
1:00 pm	Raggety Start Up Activity Student Body Mixer	Student Body Mixer Handout	Officer greets people and hands out the survey with pencil;
1:05 pm-1:10 pm	Welcome by officer	Overview of Student Body 1) Eat Right 2) Be Fit 3) Make Healthy Choices Stand up if you have heard some of this in the news lately.... 1. You have heard Mrs. Obama has a campaign about obesity? 2. You have heard that there is at least one TV show dealing with weight? 3. You have heard that Congress is dealing with health insurance issues? 4. You have heard that schools are trying to provide healthier school lunch choices? Yes, food, health and eating choices are in the news. And that's just in the US. There are also global food issues to think about.	Officer
Time	Activity	Resources	Who?
1:10 pm-1:25 pm	Activity: Multiple Choice Team activities. Divide group into color groups.	Form teams of 4-6 people. Teams choose a multiple choice answer to the questions and move on blocks on the floor. Blocks on floor Answers A,B,C,D on cards Questions to read orally. Read Answers.	Officer lead this activity
1:25-1:50	A game activity Focus on Fruit	game and materials	Officer
1:50-2:00	Wrap Up	Handout USDA Food Pyramid Guide. Think about today or yesterday Write it down on the back of your food pyramid sheet. What did you eat? Did you get 2-3 servings of Milk, Yogurt or cheese? If so-Stand up. Did you get 2-3 servings of meat? If so stand up. Did you get 6-11 servings of bread? If so stand up. Did you get 2-4 servings of fruit? If so, stand up. Evaluation What can you do better at in your daily choices of eating and fitness? Thanks- Leave the evaluation forms at the door.	

Example of your activity: Questions for Multiple Choice game

A. In the US, we spend this amount of money for treating obesity related conditions.

- a) \$40,000 dollars
- b) 150 million dollars
- c) 150 Billion dollars
- d) 1 trillion dollars

Correct answer: \$150 billion

This is so serious that for the first time in American history, our children's life expectancy may be shorter than their parents!

B. On Average, 8-18 year-olds devote how much time to using entertainment media including TV, computers, video games, cell phones and movies in a typical day?

- a. an average of 7 ½ hours
- b. Over 10 hours a day
- c. 2 hours a day
- d. 1 hour a day

Correct answer: an average of 7 ½ hours

C. Children need _____ minutes of active and vigorous play every day to grow up to a healthy weight?

- a. 10 minutes
- b. 30 minutes
- c. 60 minutes
- d. 4 hours

Correct Answer: 60 minutes

D. Obesity threatens the healthy future of _____ how many American children?

- a) one half
- b) One third
- c) One in ten
- d) Eight of ten.

Correct answer: One third

Obesity rates have tripled in the past 30 years

To increase physical activity, today's children need safe routes to walk and ride to school, parks, playgrounds and community centers where they can play and be active after school, and sports, dance or fitness programs that are exciting and challenging to keep them engaged.

E. Early indicators of atherosclerosis, the most common cause of heart disease, begin as early as childhood and adolescence. Atherosclerosis is related to

- A) Eating Artichokes
- B) high blood cholesterol levels, which are associated with poor dietary habits.
- c) Running and over extending muscles
- d) Liver malfunctions.

Correct answer: B high blood cholesterol levels, which are associated with poor dietary habits.

F. Two types of diseases associated with poor nutrition are:

- a) Osteoporosis, a disease where bones become fragile and can break easily, is associated with Inadequate intake of calcium.
- b) Type 2 diabetes, formerly known as adult onset diabetes, has become increasingly prevalent among children and adolescents as rates of overweight and obesity rise.
- c) Joint problems
- d) all of the above

Correct answer: all of the above

G. A Center for Disease Control study estimated that one in _____ American children born in 2000 will develop diabetes in their lifetime.

- a) One in every two
- b) One in three
- c) Every fifth child
- d) One in ten

Correct answer: one in three

EXAMPLE OF ORDINAL (RANKING) SYSTEM OF THE WEIGHTED PROCESS

The final selection of officers is based on all of the processes.

This example is an example of the scores of 14 candidates.

The ordinal points or ranking for 14 candidates

14 th place=1 point	7 th place=8 points
13 th place=2 points	6 th place=9 points
12 th place=3 points	5 th place=10 points
11 th place=4 points	4 th place=11 points
10 th place=5 points	3 rd place=12 points
9 th place=6 points	2 nd place=13 points
8 th place=7 points	1 st place=14 points

Candidate # A

Test score	21 of 50 points	Ordinal ranking: 14 th of 14 candidates =1 pt
Application	75 of 100 points	Ordinal ranking: 10 th of 14 candidates= 5 pt
Workshop score:	60 of 65 points	Ordinal ranking: 5 th of 14 candidates=10 pt
Interview score:	55 of 65 points	Ordinal ranking: 7 th of 14 candidates=8 pt
Voting by delegates	7 th candidate in votes	Ordinal ranking: 7 th of 14 candidates=8 pts

Candidate A would get a score of 32 ordinal points or an average of 6.4 points.

They would probably rank 9th overall. This candidate would not be selected because 7 candidates would be named.

Candidate # B

Test score	45 of 50 points	Ordinal ranking: 3 rd of 14 candidates =12
Application	70 of 100 points	Ordinal ranking: 11 th of 14 candidates= 4
Workshop score:	62 of 65 points	Ordinal ranking: 3 rd of 14 candidates=12
Interview score:	50 of 65 points	Ordinal ranking: 8 th of 14 candidates=5
Voting by delegates	4 th candidate in votes	Ordinal ranking: 4 th of 14 candidates=11

Candidate B would get a score of 44 ordinal points or an average of 8.8 points.

They would probably rank 6th or 7th overall. This candidate would be elected because 7 candidates would be named.

Candidate Study Questions

These are an example of the type of questions to study.

1. Give an example of a local chapter project that you have seen in the Teen Times.
2. Give your definition of a "leader".
3. Take a survey of the average citizen in your community. What do they think FCCLA is about?
4. How can you use the planning process in your personal life?
5. What do you see as reasons for removal from office as an officer?
6. Tell what your chapter did this year as a state theme and in projects.
7. Name a quality you would like to see in an officer.
8. What are the titles of the national officers?
9. What purpose of FCCLA means the most to you?
10. What is one project you have been involved in? What has it done in your life?
11. Who is the National President and National Executive Director?
12. If you had to describe FCCLA in one word, what would that word be?
13. How can your chapter advisor help you as an officer and / or a member?
14. If you had a chance to talk to a group of people inviting them to join FCCLA, what would you tell them?
15. What is the importance of parliamentary procedure?
16. What is the goal and mission in this year's theme?
17. How does your chapter get money for dues and events?
18. Where is the next National Leadership Conference?
19. Who do you want to become an officer?
20. How can your chapter increase membership?
21. What makes a leader a "good leader"?
22. Name three ways to excite new members to be in FCCLA.
23. Describe the newest STAR Events. What are the contests? STAR Events?
24. Name a form of peer pressure you have experienced. Tell how you stood up to this peer pressure.
25. What are examples of service learning and community service projects that FCCLA members have done?
26. When and where are the next Cluster Meetings for FCCLA ?
27. Give an idea of how a chapter could use the public relations to their advantage.
28. How many regions does Minnesota FCCLA have?
29. What dreams and goals do you have for the FCCLA organization?
30. What are the names of other career and technical student organizations?
31. Name the purposes of FCCLA.
32. What is the case statement of FCCLA?
33. What is the FCCLA tagline?
34. What are the National FCCLA Programs?
35. What is YFU?
36. What is family and consumer science education?
37. When did FCCLA begin?
38. What projects have you done and what did you learn from them?
39. What are the components of "Exemplary Leadership" from the Student Leadership Challenge?
40. What are the steps of the planning process?

Candidate Policies

CAMPAIGNING POLICY - STATE LEADERSHIP CONFERENCE

Campaigning, which includes but is not limited to, soliciting/asking for votes and distribution or posting of printed materials in support of the candidate or bearing the candidate's name, including brochures and business cards, shall not be allowed by state president, national officer, and candidates or their supporters. If a member or chapter advisor of Family, Career and Community Leaders of America feels that an officer candidate has violated this policy, such violation must be reported, in writing, to the headquarters room at the state leadership conference. Alleged violations must be reported prior to the close of the voting process. This allegation will be investigated by the members of the State MN FCCLA Board Chairperson and State Executive Director and may lead to disqualification. The decision to disqualify shall be a majority vote of the State Board of Director members in attendance. The decision of the MN FCCLA Board of Directors and State Executive Director is final. In the event of the disqualification of all state candidates, the MN FCCLA Board of Directors will appoint a new state officer slate with approval of the State Executive Director. Appointment will be by majority vote.

Violations of Codes of Conduct

State officer candidates, regional officer candidates, JHC, national officer candidates, and State Peer Ed Team candidates all agree to a code of conduct as a candidate and as a delegate to the state FCCLA conference, If a member or chapter advisor of Family, Career and Community Leaders of America feels that an officer candidate has violated this policy, such violation must be reported, in writing, to the headquarters room at the state leadership conference. Alleged violations must be reported prior to the close of the voting process. This allegation will be investigated by the members of the State MN FCCLA Board Chairperson and State Executive Director and may lead to disqualification. The decision to disqualify shall be a majority vote of the State Board of Director members in attendance. The decision of the MN FCCLA Board of Directors and State Executive Director is final. In the event of the disqualification of all eligible candidates, the MN FCCLA Board of Directors will appoint a new officer slate with approval of the State Executive Director. Appointment will be by majority vote.

National Officer candidate: National officer candidates agree to a code of conduct as a candidate and as a delegate to the State FCCLA Conference. If a member or chapter advisor of Family, Career and Community Leaders of America feels that an officer candidate has violated this policy, such violation must be reported, in writing to the Board of Directors or Executive Director.

Prior to State Conference, in the event of the disqualification of a national officer candidate, this candidate positions will be filled with other appropriate candidates. After State Conference and before the national candidate application deadline, a disqualified candidate shall be replaced as appropriate from other candidates. This allegation will be investigated by the members of the State MN FCCLA Board Chairperson and State Executive Director and may lead to disqualification. The decision to disqualify shall be a majority vote of the State Board of Director members. The decision of the MN FCCLA Board of Directors and State Executive Director is final. In the event of the disqualification of all eligible candidates, the MN FCCLA Board of Directors will appoint a new candidate if appropriate.

Social Marketing guidelines:

MN FCCLA Board of Directors has social marketing policies for officers and candidates.

Annually, the Board of Directors shall review the social media guidelines and determine updates appropriate for various stakeholders, taking into account cyber security, appropriate leadership behavior, protecting as well as maximizing the organizational brand and reputation of FCCLA in social media settings.

This may include but is not limited to: facebook, twitter, blogs, candidate status, officer facebook postings, photos, videos, You Tube and School Tube, or other forms of social media.

The goal is to protect the reputation and quality of FCCLA, the content of videos and notices, and to communicate a policy to members , advisors and officers about posting social media regarding MN FCCLA involvement.

Candidates and officers will be responsible to conduct themselves with professionalism on their facebook and twitter. Candidates should not refer to their status as a candidate on their facebook postings.