Alabama FCCLA State Leadership Conference
February 24-26, 2021 | Montgomery

*Please note: we are planning for an in person conference at this time. Plans are also being made for a virtual conference if Covid 19 protocols warrant this change.

2020-2021 Alabama Team

Aleece Pickett President
Kate Rains Vice-President of Programs
Mackenzie Gibbs Vice President of Community Service

Laquez Weed 1st Vice President
Kendall Dunavant Vice-President of Membership
Maddie Mitchell Vice President of STAR Event

Connect online https://alabamafccla.org/state-officers/ and

♦ Download State Officer Candidate Resources
♦ Request a Chapter Visit
♦ Email a State Officer

Alabama FCCLA Business Office
Send conference registration payments to:
Alabama FCCLA Business Office P.O. BOX 302101 Montgomery, Al 36130

Contact Information:
theresa.long@alsde.edu
Phone: (334) 694-4991
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KEYNOTE SPEAKER

TBA
The Renaissance Montgomery Hotel and Spa at the Convention Center and the Montgomery Performing Arts Centre will be the site of the ALAFCCLA State Leadership Conference (SLC). During the conference, Alabama’s finest middle school and high school members will have the opportunity to:

- Test leadership and career skills in competitive events
- Compete for the opportunity to advance to the FCCLA National Leadership Conference
- Earn recognition and attend simulated leadership sessions
- Run for election to an ALAFCCLA state office and elect state leaders
- Participate in fun entertainment and activities
- Meet and network with fellow members, advisers, and industry and community leaders
- Enjoy fun and engaging general sessions

## EVENT ESSENTIALS

<table>
<thead>
<tr>
<th>Registration Link</th>
<th><a href="http://www.registermychapter.com/fccla/al">http://www.registermychapter.com/fccla/al</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Bus Parking</td>
<td>Bus parking information will be released closer to conference date.</td>
</tr>
<tr>
<td>Name Badges</td>
<td>REQUIRED FOR ENTRY TO ALL EVENTS. Special badges will be available for those only attending opening and/or closing ceremonies (guests only).</td>
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</tbody>
</table>

### 2021 State Leadership Conference Registration Rates

<table>
<thead>
<tr>
<th>Event Category</th>
<th>Early Bird Rate (non-refundable)</th>
<th>Regular Rate (non-refundable)</th>
<th>Late Rate (non-refundable)</th>
<th>On-Site Rate (non-refundable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Conference registration</td>
<td>September 1, 2020 - November 1, 2020</td>
<td>November 2, 2020 - December 31, 2020</td>
<td>January 1, 2021 - January 15, 2021</td>
<td>$100 Per Person</td>
</tr>
<tr>
<td>Affiliated students, advisers, full time guests, and chaperones must register for full conference</td>
<td>$45 Per Person</td>
<td>$55 Per Person</td>
<td>$65 Per Person</td>
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<tr>
<td>Current State Officers and CTE Administrators</td>
<td>Complementary</td>
<td>Complementary</td>
<td>Complementary</td>
<td>Complementary</td>
</tr>
<tr>
<td>Opening Session Only (Guest Only)</td>
<td>$15 Per Person</td>
<td>$20 Per Person</td>
<td>$25 Per Person</td>
<td>$30 Per Person</td>
</tr>
<tr>
<td>Closing Session Only (Guest Only)</td>
<td>$15 Per Person</td>
<td>$20 Per Person</td>
<td>$25 Per Person</td>
<td>$30 Per Person</td>
</tr>
<tr>
<td>STAR Event Registration Changes</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$20 Per Person</td>
<td>No changes available</td>
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</tbody>
</table>

*note: this year's conference does not include t-shirt. T-shirts will be available on a first come, first served basis AT CONFERENCE for $10 each

*Culinary Arts and Bakery and Pastry Arts will not pay extra fee this year. However, teams will provide their own ingredients and equipment.*
## 2021 State Leadership Conference Housing Information

<table>
<thead>
<tr>
<th>RENAISSANCE MONTGOMERY HOTEL &amp; SPA AT THE CONVENTION CENTER MONTGOMERY PERFORMING ARTS CENTRE 201 Tallapoosa Street Montgomery, Alabama 36104</th>
<th>Rates/Deadlines</th>
</tr>
</thead>
<tbody>
<tr>
<td>$142 per room, per night plus taxes, $165.55 inclusive Hotel rates are subject to applicable state and local taxes (currently 15% + $2.25) in effect at the time of check-out. For questions concerning hotel rates and taxes call (334) 481-5000. Conference registration required to reserve hotel rooms</td>
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<tr>
<td>Hotel cut-off date is January 23, 2021 unless rooms sell out</td>
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</table>

**HOTEL PAYMENTS:**
Hotel payments should be made directly to the hotel at the time of checkout.

Renaissance Montgomery Hotel & Spa at the Convention Center

Alabama FCCLA will celebrate the capstone of the FCCLA experience at the amazing Renaissance Montgomery Hotel & Spa at the Convention Center! In addition to the incredible opportunities in competition and leadership development, FCCLA members will enjoy one of Montgomery’s top hotels.

A leader in modern luxury, Renaissance Montgomery Hotel & Spa at the Convention Center provides upscale comfort in the center of Alabama’s state capital. Its rooms offer stylish escapes with floor-to-ceiling windows, room service and plush bedding to make you feel refreshed and well rested before a memorable day. Complimentary Wi-Fi and premium movie channels are provided in all rooms.

- Chapter Advisers will only be able to book and secure hotel rooms at the official conference hotel. These rooms will be available on a first come, first served basis after registration opens. Advisers are responsible for securing their chapter’s accommodations during this event.
- **It's the official policy of Alabama FCCLA that ALL conference attendees staying overnight will stay at the Renaissance Montgomery (assuming space is available).**
- It is extremely likely that the room block at the Renaissance Montgomery will fill up quickly. In this case, chapters will secure their own lodging at nearby hotels. Alabama FCCLA has not negotiated a hotel room rate with any property other than the Renaissance Montgomery.
Parking for regular vehicles is available for a fee in the Montgomery Renaissance Hotel deck. We are working with the Montgomery Area Chamber of Commerce Convention & Visitors Bureau and the Montgomery Police Department to assist with bus parking this year. Additional information about bus parking will be emailed to you at a later date.

Nearby Dining Options:
Many excellent restaurants and dining options are within walking distance of the hotel, including but not limited to:

- Burger King
- Central at 129 Coosa
- Chris’s Hot Dogs
- Cuco’s Mexican Café
- Chick-fil-a
- D’ Road (Venezuelan)
- Dreamland BBQ
- House (in the Renaissance)
- Jimmy Johns
- Lek’s Thai
- Mellow Mushroom
- Mama Goldburg
- NYC Gyros
- SaZa
- Wendy’s
- Waffle House
- Wasabi Japanese Cuisine
- Wintzell’s Oyster House, and more!

Renaissance Montgomery Hotel & Spa at the Convention Center
201 Tallapoosa Street
Montgomery, Alabama 36104
Phone (334) 481-5000

CURFEW IS 11 PM. We need to be mindful there are others at the hotel that are not part of our conference. No pizza deliveries, runs to the vending machines, chapter meetings in rooms, etc. after 11 PM
Program Preview

This year’s SLC will blast off to more leadership programming than ever before! Whether your members are competing, attending for the leadership and career development programming, or networking with other members, there will activities and sessions planned throughout both days to keep your students engaged, active, and connected.

Theme

This year’s theme is ALAFCCLA: “Defying Gravity”

Tentative Agenda:

Agenda is tentative and subject to change, without notice.

WEDNESDAY, FEBRUARY 24

4:30 PM - 5:30 PM Early Registration check-in
Ticket Pick-up, Dance and Planetarium

7:00 PM - 10:00 PM OUT OF THIS WORLD DANCE PARTY
11:00 PM Curfew

THURSDAY, FEBRUARY 25

7:30 AM Registration Check In

8:00 AM-5:00 PM ALAFCCLA: DEFYING GRAVITY!
Exhibitor Showcase

9:00 AM- 11:30 AM Blast Off to FCCLA STAR Events Session A

8:00 AM - 10:00 AM ALAFCCLA: Defying Gravity! Leadership and Career Development Workshops

9:00 AM—11:00 AM Planetarium Tour (Session A)

11:30 AM– 1:30 PM Lunch (on your own)

1:30 PM – 6:00 PM Blast Off to FCCLA STAR Events Session B

1:30 PM—5:00 PM ALAFCCLA: Defying Gravity! Leadership and Career Development Workshops

1:30 PM—3:30 PM Planetarium Tour (Session B)

7:30 PM - 9:30 PM ALAFCCLA: Defying Gravity! Opening Session

11:00 PM Curfew

FRIDAY, FEBRUARY 26

Morning Breakfast (on your own) and check out of hotel

8:00 AM - 10:00 AM ALAFCCLA: Defying Gravity! Leadership and Career Development Workshops

10:30 AM - 1:00 PM ALAFCCLA: Defying Gravity! STAR Events Awards Ceremony and Closing Session
Election of Alabama FCCLA State Officers

During the State Leadership Conference, chapter leaders will have the opportunity to run for a state office position on the 2021-2022 State Executive Council. All members that are dedicated to ALAFCCLA, have served as a chapter officer or committee member, have a passion for leadership, and enjoy working with others to improve the organization are encouraged to run for office. Please consult the ALAFCCLA State Officer Candidate Guide for a list of eligibility requirements. Being a State Officer for the Alabama Association of FCCLA is an incredible honor.

Each candidate must complete the 2021-2022 ALAFCCLA State Officer Application, which can be found on the Alabama FCCLA website under “State Officers.” The application must be submitted to theresa.long@alsde.edu, by January 15, 2021. The application will be posted to the Alabama State website in December. Each chapter may submit one state officer candidate application.

Qualifications of officer candidates will be enclosed in the chapter registration materials on-site. Advisors are encouraged to review the materials with your chapter officers and members. All elections will be held Thursday evening during the Opening Session.

Voting Delegates:

Chapters must assign a voting delegate(s) to cast votes for the State Executive Council election. The number of voting delegates is determined by the number of paid members within the chapter in the current year. One delegate is assigned for the first 40 members or less. One additional delegate is assigned for each additional 40 members or a major fraction thereof (more than 1/2).

Middle school chapters that affiliate through the Chapter Fee program are assumed to have 50 members and will have one delegate for the first 50 members. There will be one additional delegate assigned for each additional 50 members or a major fraction thereof (more than 1/2).

Chapters affiliated through the Urban Fee program will be allocated one delegate per school.

Chapter Banner Parade

- The Banner Parade is designed to encourage FCCLA chapters to display their work and promote their program in a collaborative, creative way using this year’s **STATE Theme: Defying Gravity**.
- Each FCCLA Chapter is encouraged to design a FCCLA Banner.
- The Banner Parade will be conducted at the FCCLA State Leadership Conference.
- The winning design will be recognized at State Leadership Conference.
- Winning Chapter receives a Red Jacket.
Leadership and Career Development Workshops

Defy Gravity by taking part in workshops on leadership, career building skills, chapter membership and many more to be announced. Workshops will be available during STAR Events Competition times as well as Friday morning before Awards ceremony and closing session. List of available sessions TBA.

Blast off to new adventures by visiting the W.A. Gayle Planetarium. Special private sessions for FCCLA SLC will be available Thursday morning (Session A 9-11 AM) and afternoon (Session B 1:30-3:30) during workshop sessions and will be $7.50 per person. Both sessions will be the same. Choose your time through the registration portal. ALAFCCLA will NOT be providing transportation for this event. The planetarium is about a 2.3 mile/9 minute drive from the Renaissance. Space is limited. Money for this activity is due by January 15, 2021 with your SLC registration.
National Programs and Recognition Awards

The Alabama Association of FCCLA is proud to present the following awards as part of the Opening Session. Each award recipient will be recognized on stage unless noted with an asterisk, in which case they will stand for recognition.

<table>
<thead>
<tr>
<th>National Programs</th>
<th>State Awards</th>
</tr>
</thead>
<tbody>
<tr>
<td>State winners in:</td>
<td></td>
</tr>
<tr>
<td>✦ Spirit of Advising</td>
<td>✦ ALAFCCLA Scholarship Recipient</td>
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<tr>
<td>✦ Master Adviser</td>
<td>✦ Alabama Star Chapter Award</td>
</tr>
<tr>
<td>✦ Adviser Mentor</td>
<td>✦ Alabama Children’s First State Project</td>
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<tr>
<td>✦ Power of One*</td>
<td>✦ State Project: Blast Away Hunger</td>
</tr>
<tr>
<td>✦ Career Connection</td>
<td>✦ Focus on Alabama</td>
</tr>
<tr>
<td>✦ Community Service</td>
<td>✦ IRecruit! Membership Increase Award</td>
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<td>✦ FACTS</td>
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<tr>
<td>✦ Families First</td>
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<td>✦ Financial Fitness</td>
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<tr>
<td>✦ Stand Up</td>
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<tr>
<td>✦ Student Body</td>
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</tbody>
</table>

The Closing Session will include the following awards:

✦ ALAFCCLA STAR Event Awards
✦ Installation of the 2021-2022 ALAFCCLA State Officers

**Reminder: Applications for all state and national awards are due to the state office by January 15, 2021

All national program award applications must be submitted directly to National FCCLA by the local chapter adviser using the online affiliation system to be considered for a national award. More information on the national FCCLA Website at [https://fcclainc.org/sites/default/files/ProgramAwardApplication%20Tips.pdf](https://fcclainc.org/sites/default/files/ProgramAwardApplication%20Tips.pdf). A copy of the national application should also be sent to the state office.

The state-only awards applications should be sent directly to the state office by January 15.
STAR EVENTS

STAR Events (Students Taking Action with Recognition) are competitive events in which members are recognized for proficiency and achievement in chapter and individual projects, leadership skills, and career preparation. STAR Events promote the FCCLA Mission to focus on the multiple roles of family member, wage earner, and community leader and offer individual skill development and application of learning through the following activities:

- cooperative — teams work to accomplish specific goals
- Individualized — an individual member works alone to accomplish specific goals
- Competitive — individual or team performance is measured by an established set of criteria

Event Levels:
Entry into a particular level is determined by the participant’s grade in school during the school year preceding the National Leadership Conference, and in some cases, enrollment in a specific course or program, as outlined in the event eligibility section.

<table>
<thead>
<tr>
<th>Event</th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
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</thead>
<tbody>
<tr>
<td>FCCLA chapter members through grade 8</td>
<td>FCCLA chapter members grade 9-10</td>
<td>FCCLA chapter members grades 11-12</td>
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</tbody>
</table>

A team composed of members of mixed grade levels must enter at the level of the highest participant member’s grade level.
Team events with only Level 2 (grades 9-10) or Level 3 (grades 11-12) may not include members through grade 8.
Team events with only Level 3 (grades 11-12) may not include members through grade 10.

Online Events: WILL NOT BE JUDGED or RECOGNIZED AT STATE MEETING!!!
Events which have a focus on the integration of family and consumer sciences content through a digital delivery. Preliminary Round participants submit projects for online evaluation. The top 15 highest scoring entries in each level are invited to present their digital project, plus an oral presentation at the National Leadership Conference

<table>
<thead>
<tr>
<th>Event</th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
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</thead>
<tbody>
<tr>
<td>FCCLA Chapter Website</td>
<td>✔</td>
<td>✔</td>
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<tr>
<td>Digital Stories for Change</td>
<td>✔</td>
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<tr>
<td>Instructional Video Design</td>
<td>✔</td>
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</table>

Some events have specific requirements, make sure to check the National STAR Events Manual for all specifics. Events highlighted in YELLOW are individual events only and GREEN are team events only. If not highlighted, then the event can be either, individual or team.

- **Yellow**: Individual Only
- **Green**: Team Only
### Foundational Events

<table>
<thead>
<tr>
<th>Event</th>
<th>Individual Only</th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Career Investigation</td>
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<tr>
<td>Entrepreneurship</td>
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<td>Focus on Children</td>
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<td>Interpersonal Communications</td>
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<tr>
<td>Job Interview</td>
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<tr>
<td>Leadership</td>
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<tr>
<td>Nutrition and Wellness</td>
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<tr>
<td>Professional Presentation</td>
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<tr>
<td>Repurpose and Redesign</td>
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<tr>
<td>Sustainability Challenge</td>
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### Leadership Events

<table>
<thead>
<tr>
<th>Event</th>
<th>TEAM ONLY</th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chapter in Review Portfolio</td>
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<tr>
<td>Chapter Service Project Portfolio</td>
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<tr>
<td>National Programs in Action</td>
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<tr>
<td>Promote and Publicize FCCLA!</td>
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<tr>
<td>Public Policy Advocate</td>
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</tbody>
</table>

### Career Focused Events

<table>
<thead>
<tr>
<th>Event</th>
<th>Individual Only</th>
<th>TEAM ONLY</th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
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</thead>
<tbody>
<tr>
<td>Baking and Pastry</td>
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<tr>
<td>Culinary Arts</td>
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<tr>
<td>Culinary Math Management</td>
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<tr>
<td>Early Childhood Education</td>
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<td>Event Management</td>
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<tr>
<td>Fashion Construction</td>
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<tr>
<td>Fashion Design</td>
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<td>Food Innovations</td>
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<tr>
<td>Hospitality, Tourism, and Recreation</td>
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<tr>
<td>Interior Design</td>
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<tr>
<td>Say Yes to FCS Education</td>
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<tr>
<td>Sports Nutrition</td>
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<tr>
<td>Teach and Train</td>
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</table>
STAR EVENTS CONTINUED

- Each student is eligible to compete in one (1) event, including Culinary Arts and Bakery and Pastry Arts. Each chapter may have one (1) entry, individual or team, per event category.
- A final STAR Event schedule will be released prior to the conference, after registration has closed.
- **Culinary Arts and Bakery and Pastry Arts** will be held prior to SLC, February 12 and/or 13, 2021 at Jeff State Birmingham.
  - *Registration for Culinary Arts and Bakery and Pastry Arts STAR Events will include competition day as well as entrance into SLC.*
- **Culinary Arts and Bakery and Pastry Arts** Menus TBA. There will be no extra fee this year for these events. **TEAMS WILL BRING ALL OF THEIR OWN INGREDIENTS AND EQUIPMENT.**
- Be sure to follow the 2020-2021 Competitive Events Guide. All STAR Events will be conducted in accordance with the National FCCLA guidelines. Chapter Advisors may access and download the guide from the “Resources Tab” in the National FCCLA Portal.

FCCLA AT THE TABLE/CAN DO GOOD CAMPAIGN

**What is an FCCLA at the Table/CDG Structure?**
Do Good. Be Creative. Give Back. Promote Stronger Families One Meal at a Time. FCCLA at the Table/BAH Structures are designed by FCCLA chapter members and provide students with hands-on learning and teaches the importance of giving back to the community. The competition is open to 6th through 12th-grade FCCLA chapters in Alabama. Students will organize canned food drives and design and build creative structures using the collected canned and/or non-perishable items, which are then donated to a local food bank or charitable organization.

**Who can enter the competition?**
FCCLA at the Table is open to middle and high school chapters. The competition is separated into three divisions based on grade levels of participating students. Divisions are as follows:
- Level 1 - 6th-8th grade
- Level 2 - 9th and 10th grade
- Level 3 - 11th and 12th grade

“The highest grade level student on a team will determine the team’s classification”

**What do I need to submit?**
1. One overall photograph of your completed FCCLA at the Table/BAH Structure.
2. Two (2) additional photos of your Structure.
3. A completed Entry Form, including a description of your Structure. The official Entry Form can be found on the Alabama FCCLA website at www.alafccla.org

Email your three photos and completed entry form to theresa.long@alsde.edu by Thursday, Dec. 10, 2020 to enter.

**Criteria for Judging:**
Each of the entries will be reviewed by a panel of qualified judges and will be evaluated using the following criteria:
- Theme
- Aesthetics
- Structure
- Difficulty
- Creativity
- Community impact.

Winners will be announced at the 2021 FCCLA State Leadership Conference. Prizes will be awarded to the top scoring team in each category. Only one team per school in each level can enter. Each team must have their own canned goods/non-perishable food items to use as building materials. The same cans/items may not be used to construct more than one FCCLA at the Tab/BAH Structure.

Questions? Contact Theresa Long at theresa.long@alsde.edu.
We are LAUNCHING this years ALAFCCLA-SLC DEFYING GRAVITY with a silent dance party!!! The quietest yet craziest dance party you have ever attended!! Come dance the night away to the music you like through your own personal headphones provided by our live DJ!! See https://youtu.be/CSUmopDW1GE for a preview of what we have in store for you.

Wednesday, February 24

7-10 PM

Exhibit Hall A

$50 per person

Purchase Tickets through Conference Registration Portal

by January 15
ALAFCCLA members and advisers are representing an outstanding student organization and should project the image of a leader. During the conference, members, advisers and guests are expected to remember the following guidelines listed below in relation to their conference attire. Official FCCLA uniform is always accepted and encouraged for members and advisers during FCCLA events. Members, advisers, chaperones, and guests not in proper attire will not be admitted into event areas including opening and closing ceremonies, STAR Events, exhibits, workshops, special events, etc.

<table>
<thead>
<tr>
<th>Dress Attire</th>
<th>Men</th>
<th>Women</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student:</td>
<td>Red Blazer (strongly encouraged, required at NLC)</td>
<td>Red Blazer (strongly encouraged, required at NLC)</td>
</tr>
<tr>
<td>General Sessions, Meetings, Workshops, Exhibits, STAR Events, Special Events, etc.</td>
<td>White Collared Dress Shirt or White/Red Polo</td>
<td>White Collared Dress Shirt or White/Red Polo</td>
</tr>
<tr>
<td></td>
<td>Red/Black Tie</td>
<td>Red or Black Tie/Ascot/Single Stand Pearls</td>
</tr>
<tr>
<td></td>
<td>Black Dress Pants</td>
<td>Black Dress Pants/Skirt/Black Sheath Dress (no more than 2” above knee)</td>
</tr>
<tr>
<td></td>
<td>Black Belt/Socks</td>
<td>Nude nylons</td>
</tr>
<tr>
<td></td>
<td>Black Dress Shoes</td>
<td>Black Close-Toe Dress Shoes (no sandals)</td>
</tr>
</tbody>
</table>

| Advisers/Chaperones/Guests: | Dress shirt, necktie, slacks, blazer or suit, with dress socks and shoes | Business dress or suit, dress pants, dress shirt, nylons and closed-toe shoes |
| General Sessions, Meetings, Workshops, Exhibits, Star Events, Special Events such as the *W.A Gayle Planetarium* visit, etc. | Red Blazer (strongly encouraged, required at NLC) | Red Blazer (strongly encouraged, required at NLC) |
| | White Collared Dress Shirt or White/Red Polo | White Collared Dress Shirt or White/Red Polo |
| | Red/Black Tie | Red or Black Tie/Ascot/Single Stand Pearls |
| | Black Dress Pants | Black Dress Pants/Skirt/Black Sheath Dress (no more than 2” above knee) |
| | Black Belt/Socks | Nude nylons |
| | Black Dress Shoes | Black Close-Toe Dress Shoes (no sandals) |

| All Casual: | Mid-thigh or longer shorts/casual slacks | Mid-thigh or longer shorts/casual slacks |
| Travel to and from FCCLA functions, recreational tours, theme parks, and other casual activities including the *OUT OF THIS WORLD DANCE PARTY!!* | Collared shirt, sweatshirt, t-shirt | Collared shirt, sweatshirt, t-shirt |
| | Casual footwear | Casual footwear |
| | NO flip flops | NO flip flops |
| | Nice denim is acceptable | Nice denim is acceptable |

♦ It is important to remember, we are representing ALAFCCLA at the conference and to the community. It is important that we prepare our students to look and behave as young professionals.

♦ Participation in certain events (e.g. Culinary Arts and some STAR Events) may require other attire.
DRESS CODE CONTINUED

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ADVISER TIDBITS

On-site Chaperoning
Have your students check in with you at least three times a day is recommended. Let your students know your whereabouts so they can easily do this. Have your students work together to remind each other of the times and locations for their events and activities. When you are busy assisting with an activity, make sure you let your students know where your assignment will be and ask them to write it down in their programs. VISIBILITY: drop in and check on our students. Performing a head count at curfew is vital. Be sure to physically see every student at curfew. Ask questions about events and conversations with them so you can see how things are going.

Event Staff, Judges, and Volunteers
We will need volunteers to be judges. What a better way to show off FCCLA to your administrators and advisory board members than to have them see first hand the great work of our students. ASK THEM!!! When they say yes, send their names and contact information to theresa.long@alsde.edu

Remind students that these people are volunteers. Students should show professionalism and appreciation for all they are doing to benefit our program.

Publicity
Your chapter and ALAFCCLA, in general, welcome positive publicity. Use participation for SLC to generate and promote your organization in a positive manner.

Adviser Assignments
This year we will again need your assistance with STAR Events. Please be prepared to serve as a Lead Consultant or assistant, etc. If you are bringing a chaperone, we could use their assistance as well. Assignments will be sent prior to the conference via email and posted to the Alabama FCCLA website. Your support will continue to ensure a successful conference.

Pre-Registration Checklist
You will need the following information to register for SLC
✦ Membership dues have been paid to National FCCLA for each student attending SLC
✦ Chapter members’ first and last name
✦ Grade in school (will be used for eligible levels in STAR Events)
✦ Gender
✦ Competitive event that each member is competing in  (continued on next page)
List of guests and chaperones
Names of voting delegates

Conference Registration
All registrations must be submitted electronically, via Register My Chapter. Access online registration through the following link [http://www.registermychapter.com/fccla/al](http://www.registermychapter.com/fccla/al).

- Click on the Registration tab to begin registration. You will be required to log in using the same username and password you used to affiliate with National FCCLA.
- You may be asked to verify your school information. Double check all fields to be sure information is accurate and press submit.
- Your name will automatically be added to the list as an adviser.
- Click the Add New Name button to add a new name to the list. Provide the participant’s last name and first name and select their status from the drop-down list. Be sure to check the event that the individual will participate in.
- Team Events: Each chapter may enter one (1) team in each event level. Be sure all team members are entered into the same team number.
- Continue adding names until you have entered all your students. If you attempt to enter more students into an event than are allowed, you will be informed and not allowed to exceed the event maximum. At any point, you may press the View Registration button to view current registration and/or invoice.
- When you are finished, press the Finished Registration button at the bottom. At this point you may have several red messages at the top of the screen. Please read these carefully. Your registration will not be complete until these problems have been resolved. To correct this problem, click the Back to Registration link at the bottom. Select the student you may be having registration problems with and click the Edit link beside that student. Change the information you need to change, and press Submit to save. When you’re finished making these changes, press the Finished Registering link again.
- If you get a message that states that you have not met the minimum requirements for an event, then you must click the Back to Registration link and either add students to those events that are short or remove students from those events that are over the limit. When you’re finished making those changes, press the Finished Registering button again.
- When you have corrected any problems that may have appeared, Print a copy of the tentative invoice from the Finished Registering screen. Next, press the Confirm link at the bottom to confirm that the tentative invoice is correct. You will receive an invoice via separate email to submit to your school for payment.

(continued on next page)
If you need to edit your registration, you may come back to this location and make changes until Friday, January 15, 2021 at 5:00 PM. After that date/time, no more changes may be made.

**Changing Registration:** To make changes, click on the Registration button at the left. After logging in, the list of Registered Individuals will appear. Simply click the Edit link and make any changes you need. When you do this, remember to press the Finished Registration button to check for problems and to resubmit the invoice.

**Registration Tips**

- Be sure to read this registration guide in detail! Maybe even assign it for extra credit to your chapter officers to ensure that multiple members of your chapter are familiar with the SLC requirements and procedures!
- Read the FCCLA Competitive Events Guide 2020-2021 edition. Changes and additions have been made to the guide. Please ensure you are using the most up-to-date information when preparing for competitive events. The STAR Events Guide is available through the FCCLA portal.
- **Follow-up with the your local business office to ensure the invoice(s) will be paid on time.** Payments should be received by January 29, 2021 or your local chapter will be mailed a late charge invoice for $25 from the Alabama FCCLA Business Office.
- Photocopy all forms and correspondence for your records and bring them to SLC.
- **Make registration checks payable to:** Alabama FCCLA Business Office. The mailing address is Attn. Theresa Long P.O. Box 302101, Montgomery, Al 36130-2101
- Carefully review the Alabama FCCLA Dress Code Policy (pages 16-17) and Code of Conduct standards (pages 21-23) with your students before you arrive for the SLC.
PERMISSION/PARTICIPANT FORM-ALABAMA FCCLA-SLC 2021 (3 PAGES TOTAL)

CODE OF CONDUCT

Attendance at Alabama FCCLS-SLC is a privilege. The following conduct policies will apply to all delegates: students, advisers, and any other authorized persons attending the Alabama FCCLA-SLC. Prior to the conference, this form must be signed by each student planning to attend the Alabama FCCLA-SLC and submitted to the chapter adviser. The chapter adviser must have completed copy of the permission/participant form for each student attending in their possession for the duration of the event, including travel to and from the event. Forms must be kept on file in the local school district after the conference.

Delegates shall abide by the rules and practices of Alabama FCCLA and school district policies at all time to, during, and from the designated point of origin of the activity. Delegates shall respect and abide by the authority vested in the Alabama State Department of Education/Alabama FCCLA. The standards outlines in this document constitute the Alabama FCCLA Code of Conduct.

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

Should a conduct code violation occur for Item 1-5 below, regardless of when exposed, the violating student(s) will be sent home. If the violation warrant it, law enforcement may also be notified. Determination of penalties for violations will be at the discretion of Alabama FCCLA.

1. **Alcohol, Drugs and Tobacco**: A student shall not possess, use, transmit, be under the influence of, or show evidence of have used an alcoholic beverage, other drugs, substances or tobacco products capable of or intended, purported, or presumed to be capable of altering a student’s mood, perception, behavior or judgment; other than properly used, over-the-counter pain relievers and medications prescribed by a physician for an individual student and must be on record with the adviser. Nor shall the student possess, use, sell or transmit paraphernalia associated with drugs, alcohol, or chemical substance in any form (including tobacco), at any time, or under any circumstance, on public or private properties.

2. **Curfew**: Committing serious violations of curfew regulations as outlined in item 7 below.

3. **Willful Companionship**: Being in the willful companionship of someone who violates any portion of the conduct code or failing to report any direct knowledge (other than hearsay) of the conduct code violations.

4. **Personal Conduct**: cheating, dishonesty, or taking unfair advantage of others; participating in social activities other than those with conference participants; conducting acts and/or possession of weapons capable of causing bodily harm or fear of life, defacing or stealing any public or private property (for which financial responsibility will rest solely with offending individuals or their chapter); breaking the law; other serious violations of personal conduct regulations.

5. **Abusive Behavior and Lewd Conduct**: A student shall not engage in any lewd, indecent, sexual, or obscene act or expression or possess such materials. A student shall not engage in verbal, physical or sexual harassment, hazing, or name-calling. The use of slurs against any person on the basis of race, color, creed, national origin, ancestry, age, sex, sexual orientation, or disability is prohibited.

(continued)
The following shall be other violations of the Alabama FCCLA Code of Conduct:

Should a conduct code violation occur for items 6-10, regardless of when exposed, the violating student(s) may be sent home. Determination of penalties for violations will be at the discretion of Alabama FCCLA or local adviser.

6. **Conference Conduct:** Failing to wear the supplied conference name badge at all times from arrival at the conference until departure at the end of the conference; leaving sessions prior to their conclusion (except in the case of emergency); failing to attend all general sessions and assigned activities for which a delegate is registered; not abiding by the rules and regulations of Alabama FCCLA or school/district policies from the time he/she leaves his/her home or school for any activity and the time he/she returns to the same home or school following the activity.

7. **Curfew** (when applicable): Failing to be in your assigned hotel room from the curfew time designated conference program until 6 am; causing any noise or other disturbance audible by anyone in the hallway after designated curfew time; ordering any food after the designated curfew time; causing an other unnecessary disturbance or participating in any other inappropriate activity after the designated curfew time.

8. **Dress:** Failing to abide by the dress regulations established for the conference, as outlined in the Dress Code.

9. **Personal Conduct:** Failing to report accidents, injuries or illnesses immediately to the local Adviser; failing to keep adult advisers informed of activities and whereabouts at all times; **using tobacco products outside of local school district policies and state law:** having a member of the opposite sex in a room if no adult chaperone is present and the room door is not visible open (e.g. the door may be propped wide open); having a delegate or adviser of the opposite sex in a room without a third person present and the door visibly open.

10. **Hotel Conduct:** Failing to meet the professional standards of housing facilities; accruing incidental room charges (i.e. phone calls, room service, pay-per-view movies, etc.) without settling the account prior to check-out; throwing objects out the window or into the hallway; moving hotel furniture from rooms (e.g. onto the balcony); failing to follow hotel rules and regulations.
ALABAMA FCCLA-SLC 2021 PERMISSION FORM

Student Name: ______________________________________  School: _____________________________________

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

I authorize the below-named adviser or the Alabama FCCLA and/or Alabama Department of Education staff to secure
the services of a doctor or hospital for the above-named delegate. I will supply a copy of my insurance card for my
child and will incur expenses for necessary services in the event of accident or illness and provide for the payment of
these costs.

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

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

Student Signature ______________________________________  Date __________________________

Parent/Guardian Signature ________________________________  Date __________________________

Chapter Adviser Signature _________________________________  Date __________________________
STATEMENT OF ASSURANCE-ALABAMA FCCLA-SLC-2021

Advisers attending Alabama FCCLA-SLC must review, sign, and turn in this statement of assurance in order to receive their registration materials on-site at SLC.

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

- I have reviewed the Permission/Participant Form with my students and will have a completed copy of the Permission/Participant form for each student attending in my possession for the duration of the above event including travel to and from this event.
- I understand that Alabama FCCLA will not collect the individual student forms for this event and that they are to be kept in my possession.
- I understand that students attending the above event will have the opportunity to participate in activities outside of the conference facility, thus requiring walking or further public transportation. I have discussed this with the students and their parents/guardians and have also informed them of proper etiquette and safety precautions while traveling in/around metropolitan areas.
- I understand that proper completion of the Permission/Participant Form provides the best protection for my students’ needs and my liability during Alabama FCCLA-SLC.
- I have checked with my administrator and have secured authorization for my chapter to travel to this event and have reviewed all school/district policies regarding supervision of students on trips and will abide by them.
- The responsibility for the safety of the attendees from this chapter rests with people signing this Statement of Assurance.
- I will participate in all general sessions and attend the various breakouts and event programming with my students.
- I will enforce the conference Code of Conduct and Dress Code and regularly check in with my students.
- I will collect insurance card copies for all members attending the Alabama FCCLA State Leadership Conference (SLC).

I have read the above and hereby offer assurance that I understand and agree to comply with the policies stated on the Permission/Participant Form as indicated by my signature below. (Typing/writing your name in the box below serves as your signature and confirmation of understanding.

Adviser Signature: ____________________________________________________________________________

Chapter Name: ______________________________________________________________________________

Date: ______________________________________________________________________________________
Please complete the following information for any member requiring special services in order to successfully participate in the Alabama FCCLA-SLC and STAR Events 2021. Send forms to theresa.long@alsde.edu by January 15, 2021.

SCHOOL: ________________________________________________________________________________

ADVISER: ___________________________ ADVISER PHONE NUMBER: __________________

FAX: ___________________________ ADVISER E-MAIL: __________________

Student Member: _________________________________________________________________________

Special Needs
_______________________________________________________________________________________
_______________________________________________________________________________________

Competitive Event:________________________

Special Needs for Competitive Event:
_______________________________________________________________________________________

I certify that the above special needs identified for ____________________________, is in compliance with the Individual Education Program (IEP), 504, EL, or Healthcare Plan on file for this student. The students will have the opportunity to participate in non-academic/extracurricular activities with his/her nondisabled peers.

☐ Yes, without support
☐ Yes, with support

Describe support as identified on the student’s IEP :_______________________________________________
_______________________________________________________________________________________

______________________________________________ ______________________________
Adviser Signature Date