



FCCLA Fall Leadership Conference
September 19-20, 2013
Georgia FFA-FCCLA Center
Covington, GA

Registration

Registration will be available **ONLINE from August 1– September 6** under “**Meetings**” on the State FCCLA website www.gafcccla.com. Please Register Online by the dates below. Once the dates have EXPIRED there will be NO ACCESS to the Online Registration.

Payment must be **Postmarked by September 6**

******BRING A COPY of all FCCLA Medical Forms and Georgia FFA-FCCLA Center Parental Consent Forms** for students and adults to the Conference and turn in at the Registration Table. ****Forms are attached- All camp forms must be turned in as well even if not spending the night. Registered nurse will be onsite on Friday.**

Early Bird Registration (Entered by AUGUST 30 at midnight)	\$45.00
Early Bird Registration PACKAGE	\$75.00
Regular Registration (Entered from August 31 – September 6)	\$55.00
Regular Registration PACKAGE	\$85.00

***Registration will include:**

- Admission to all sessions
- Conference materials
- Meal tickets for lunch
- Conference t-shirts

***Registration PACKAGE with include:**

- Admission to all sessions
- Conference materials
- Meal tickets for Thursday’s dinner, Friday’s breakfast and lunch
- Thursday’s lodging
- Thursday’s Georgia FCCLA Foundation dance
- Mini BASIC Training (Team Initiatives)
- Conference t-shirts

All affiliated FCCLA members will be eligible to attend. Chapter advisers, parents of members, alumni, local administrators, teacher educators, or others wishing to be part of the meeting are also eligible to attend. Every person attending the Conference must have paid Registration and have a name badge to enter any session.

Chaperones: We recommend a ratio of one adult for every four members. Male chaperones are **REQUIRED** for all male students lodging at the camp. You may pair up with another school to insure your male students have a male chaperone in their cabin. **New this Year – MALE CHAPERONES ARE FREE!**

- There will be NO ON-SITE Registration Fee Payments.
- There will be NO Registration Refunds for any reason.

2013 DEADLINES

Early Bird Registration	August 1 – August 30
Regular Registration	August 31 – September 6
Payment POSTMARKED	Friday, September 6, 2013

Please **PRINT INVOICE** before leaving the **ONLINE Registration website**

Send Payment to:
Georgia FCCLA
283 Swanson Drive Suite 204
Lawrenceville, GA 30043

Tentative Schedule for FCCLA Leadership Conference (Times may change)

Thursday, September 19, 2013 – Chapter T-shirt and Jeans

2:00pm-5:00pm	Registration/Cabin Assignments (Package)	Downstairs Mobley Hall
2:30pm-5:30pm	Mini BASIC Training (Package)	Softball Field
5:30pm – 7:00pm	Dinner (Package)	Sheffer Hall
7:30pm – 8:30pm	Opening Session	Mobley Hall
8:30pm-10:00pm	Foundation Dance and Karaoke	Mobley Hall
8:30pm-10:00pm	Putt-Putt, Basketball and Canteen Open	Mobley Hall
11:00pm	Lights Out & Curfew	

Friday, September 20, 2013 – Conference T-shirt and Khaki Pants/Capris

7:30am-9:00am	Breakfast (Package)	Sheffer Hall
8:00am-9:00am	Registration	Downstairs Mobley Hall
8:00am-9:00am	Membership Recruitment Display Setup	Downstairs Mobley Hall
8:00am-9:00am	STAR Events Walk Through Setup	Craft Shop in Georgia Power
9:00am-10:00am	2 nd Opening Session (Friday Arrivals)	Mobley Hall
9:00am-10:00am	Check Out of Cabins *Luggage may be left in front room	
9:00am-1:30pm	Voting Open for Competitions	Downstairs Mobley Hall
10:15am-10:45am	Leadership Session #1	
11:00am-11:30am	Leadership Session #2	
11:45am-1:15pm	Lunch and STAR Events Walk-through	Sheffer Hall and Craft Shop
1:30pm – 2:00pm	Leadership Session #3	
2:15pm – 2:45pm	Leadership Session #4	
3:00pm – 3:30pm	Awards Ceremony	Mobley Hall

Lodging Information

Cabin Assignments

All camp housing arrangements will be made by Georgia FCCLA State Office. You will receive your cabin assignments when you check in at registration on Thursday, September 19.

****Linens will **NOT** be provided. You will need twin sheets, blanket/comforter or sleeping bag, pillow and towels.

Georgia FFA-FCCLA Center

720 FFA Road

Covington, GA 30014

(770) 786-6926

Directions: www.georgiaffafccclacenter.org

General Information

Dress Code

Thursday: Chapter T-shirt and Jeans and athletic attire for Mini BASIC Training, tennis shoes

Friday: Conference T-shirt with khaki pants/capris

Students are expected to display a professional image at all functions. You should always be respectful to administrators, exhibitors, parents, advisers and other members. Advisers can help ensure that student's look professional at all times in appropriate attire. Students in inappropriate clothes will be asked to change clothes before returning to the meeting. Not appropriate attire would include spaghetti strapped/low cut/see through tops, short-shorts, and flip-flops.

Permission & Medical Release Forms

All students, advisers, and chaperones must have permission forms and insurance information on file prior to the beginning of the meeting. If you prefer to use a local form which covers the same information, you may do this in addition to the state forms.. Forms are located on the State FCCLA website www.gafcccla.com under "Adviser Resources" or forms located at end of Adviser's Guide.

REQUIRED: Please **TURN A COPY OF CAMP MEDICAL FORMS TO CAMP NURSE**. Please turn in a copy of Georgia FCCLA Permission/Medial Form at Registration Desk when you arrive. Please keep a copy for your records in case of emergency or transport to hospital.

Conference Highlights

Registration

The Registration Booth will be open on Thursday, 2:00pm-5:00pm and Friday, 8:00am-9:00am in the Downstairs of Mobley Hall. Online registration will be available on August 1 at www.gafcccla.com under "Meetings".

Mini BASIC Training Session

Chapters arriving on Thursday will have the opportunity to participate in a mini BASIC training session. First Come, First Serve Basis - Sign Ups will start at 1:00pm at Registration Booth. Chapters will be allotted 1 hour for team building initiatives and information about low and high ropes elements. Students must be dressed in athletic attire and tennis shoes-NO FLIP FLOPS.

Leadership Sessions

There will be various breakout sessions available for you to choose from. Sessions may include but are not limited to membership, chapter activities, state and national programs, public relations, adviser resources, postsecondary programs, team-building, etc.

Chapter Planning Time

Time will be allotted to chapters to plan out and brainstorm yearly activities using the FCCLA budget and activities handout. There will also be a photo opportunity for chapters in attendance.

STAR Events Walk-Through

National STAR Events Competitors will setup their event materials, displays, manuals, etc for chapters to view and gain knowledge about STAR Events projects. The Walk Through will be available all day; chapters are encouraged to participate in the walk through during their lunch break.

Competition Voting

The TOP 10 Lapel pin and T-shirt entries will be on display all day Friday for students and advisers to vote. Voting will close at 1:30pm. Each attendee is limited to one vote.

Foundation Event

Thursday night the Georgia FCCLA Foundation will host various events including a dance, karaoke and recreational activities (putt-putt, ping pong, basketball, volleyball, etc).

Competition Opportunities (See attached)

- State Lapel Pin Competition- chapters are encouraged to participate in the 6th Annual State Lapel Pin Design Contest. The winning design may be chosen to be the state pin used at the 2014 National Leadership Conference in San Antonio, TX
- Membership Recruitment Competition- all chapters can participate in this great opportunity to showcase how your chapter recruits members. Bring brochures, chapter newsletters, display boards, DVD's, chapter t-shirts, etc to show members how your chapter excels in membership recruitment.
- T-shirt Design Competition- chapters can highlight their own FCCLA t-shirt in this competition. Members can showcase their chapter shirts and wear them on Thursday!

For each competition, the awards will be announced at the Awards Ceremony on Friday, Sept. 20:

1 st Place	\$100
2 nd Place	\$50
3 rd Place	\$25

***New this Year ---To register for these competitions; click **EVENTS** beside one of the student names when registering. Only chapters registered for conference will be allowed to compete!**

6th Annual Georgia State Lapel Pin Competition



2012 Winner – Oconee County High School

Chapters are encouraged to create a unique Georgia FCCLA Lapel Pin that may be used for the **2014 National Leadership Meeting in San Antonio, TX**

1 st place	\$100.00
2 nd place	\$50.00
3 rd place	\$25.00

Guidelines:

1. All Georgia affiliated FCCLA chapter members are eligible to participate.
2. Submit on standard white paper a design for the state lapel pin.
3. Please limit colors to six (6).
4. GEORGIA or Georgia FCCLA **MUST** be on the label pin. FCCLA logo may be used.
5. Lapel Pin could highlight an interesting fact that makes Georgia unique.
Example: State bird, state song, peaches, peanuts, cotton, etc.
6. Submit a paper copy of the design to the **State Office postmarked by September 6.**
Include Chapter name, Region # and Adviser's name.
7. The **TOP 10 entries** will be on display on Friday, Sept. 20 for chapters to vote.
8. The winning design will be announced at the Leadership Conference during the Awards Ceremony on Friday, September 21..

Submit design postmarked by September 6:

Georgia FCCLA Office
283 Swanson Drive Suite 204
Lawrenceville, GA 30043

6th Annual Chapter T-shirt Design Contest



2012 Winner – Evans High



1 st place	\$100.00
2 nd place	\$50.00
3 rd place	\$25.00

Guidelines:

1. All Georgia affiliated FCCLA chapters are eligible to participate.
2. Chapters must use the **DISCOVER YOUR VOICE** state and national theme.
3. The chapter name and FCCLA logo must be on the t-shirt and used according to the national guidelines. (refer to the national website for further details)
<http://www.fcclainc.org> and click News and Media then Guide to Promoting FCCLA.
4. Submit color copy of design on white paper (8 X 10 paper) and indicate the color of the shirts.
5. All entries must be received by September 6 to the Georgia FCCLA office.
6. The **TOP 10 entries** will be on display on Friday, Sept. 20 for chapters to vote.
7. Winning entry will be announced at the Awards Ceremony on Friday, September 20.
8. Chapters may wear their t-shirts to the Leadership Conference, but it is not required.

Submit design postmarked by September 6:

Georgia FCCLA Office
283 Swanson Drive Suite 204
Lawrenceville, GA 30043

Membership Recruitment Competition



Chapters each year have some excellent membership recruitment ideas and we would like to highlight them this year at the Leadership Conference.

1st place \$100.00
2nd place \$50.00
3rd place \$25.00

Guidelines:

1. All Georgia affiliated FCCLA chapter members are eligible to participate.
2. Exhibit should be based on membership recruitment techniques. The exhibit should be informative and well organized.
3. Each exhibit **is not limited to** tabletop tri-fold display board. Be creative with use of display material.
4. Table Top Display should **NOT** exceed a space of 30" deep x 48" wide x 48" high. Floor Displays should NOT exceed a space of 30" deep x 48" wide x 72" high.
5. Chapters can use brochures, DVD recordings, t-shirts, newsletters, photos or anything that would demonstrate your chapter's membership recruitment.
6. There will be NO electrical equipment provided by the Georgia FFA-FCCLA Center. Please click **Electricity Needed** when your register online.
7. Signs with the school/chapter name are encouraged.
8. Exhibits will be in Mobley Hall (downstairs) of the Georgia FFA-FCCLA Center.
9. Setup times will be from 8:00am – 9:00am on Friday, September 20. Judging will take place from 9:00am-10:00am. Chapters are responsible for placing and removing the exhibit. Removing exhibits can take place after 1:30pm.

Criteria for Judging:

- Increases Awareness of FCCLA
- Effectiveness of Recruitment
- Appearance of Display
- Organization of Display
- Uniqueness of Recruitment

Click **EVENTS** beside one of the student's names on the registration website to register your chapter by **September 6**.

Fall Leadership Conference Policies

Georgia FFA-FCCLA Center

To be distributed to all STUDENTS prior to arrival

1. This event is a school event, so school policies apply. If there is a discrepancy between school policies and camp policies, the strictest rule will apply.
2. Campers must participate in the camp program, display a positive attitude in all events, and conduct themselves appropriately at all times.
3. Students must show respect to all campers, advisors, and staff. Students will follow instructions from **any** advisors, adult supervisors, and camp staff.
4. Campers may not use cell phones during camp programs and activities.
5. Campers must follow the dress code.
6. Campers **MAY NOT enter cabins of the opposite sex, nor may they be on the wrong side of the camp.** This rule applies for the entire week, including check-in and check-out.
7. Campers may not enter any other cabins or buildings that they are not assigned to.
8. Campers must remain in their assigned cabin after curfew.
9. The Center strongly recommends that students do not bring valuable items to camp. If a camper chooses to bring valuable items such as ipods and cell phones, the Georgia FFA-FCCLA Center is not responsible for lost, damaged, or stolen items.
10. Language or behavior that is obscene, violent, or racially or sexually inappropriate is prohibited.
11. Use of tobacco products, alcohol and/or drugs is prohibited.
12. Firearms, weapons, pocket knives and/or firecrackers are prohibited.
13. Skateboards, scooters, and roller blades are prohibited.
14. Graffiti or destructive use of items such as water balloons, shaving cream, and toilet paper is prohibited.

Discipline and Dismissal Policy

Failure to follow camp policies will result in these steps:

1. Student will call parent/guardian and report conduct not in compliance with these guidelines.
2. At the Director's discretion, this may result in parent/guardian arranging transportation home.
3. At the student's local school administration's discretion, disciplinary action may be taken by the student's school.
4. Chapter will be billed for damages caused by graffiti or other destructive acts.

In addition, failure to follow no-tolerance policies, including but not limited to use of violence or possession of weapons, use of alcohol or drugs, entering the cabin of the opposite sex, being outside the cabin after curfew, or harassment of another camper or staff, may result in the following steps:

1. Student removed from the facilities
2. Law enforcement contacted
3. A letter sent to school administrator (who may pursue additional disciplinary action)
4. Student suspended from all activities at FFA-FCCLA Centers for up to 18 months

Thank you for your cooperation in following these camp policies.

TEACHERS: If possible, please reproduce this form on front and back for ease of handling. No camper will be allowed to check in without all three pages. We suggest that you make a copy for your information and for transportation.

Chapter:

Adviser:

Student:

Male____ Female____

**Parental Consent/Medical
Form/ Code of Conduct
(Page 1 of 3)**

**Required for all campers at check-in
(No camper will be allowed to check in
without all three pages completed)**

The Undersigned, Being a Parent or Guardian of _____
_____ (insert name of minor) releases its representatives, agents, servants, and employees from liability for any injury to said minor, resulting from any cause whatsoever occurring to said minor at any time while attending the Georgia FFA-FCCLA Center, including travel to and from camp and any field trips, excepting only injury or damage resulting from willful acts of such representatives, agents, servants and employees. The Georgia FFA-FCCLA Center is also released of any expenses resulting from the injury.

This event is a school function. Students and parents are expected to be familiar with all school policies and camp policies. To protect the safety of all students, the Georgia FFA-FCCLA Center has no-tolerance policies that could immediately result in students being sent home.

These policies include but are not limited to:

1. Use of violence or possession of weapons
2. Use of alcohol or drugs
3. Entering the cabin of the opposite sex
4. Being outside the cabin after curfew

Parents or guardians of students who violate policies will be notified to pick up their child.

During the event, we will be taking pictures of students that will be used in promotional material.

The Center has a medical staff on site. The medical staff will treat for basic injuries and illnesses. Campers will be sent to Newton Medical Center if necessary. The camper fee includes a small insurance policy that will cover illness and injury that occur while at the Georgia FFA-FCCLA Center. This will be primary insurance for the student; medical fees above the maximum limit or fees denied by our insurance will be the responsibility of the parent or guardian.

Parent/Guardian Signature _____ Date: _____

Parental Consent/Medical Form/Code of Conduct (Page 3 of 3)

Required for all campers at check-in

Student: If you agree and are willing to comply with all of the expectations of the Code of Conduct, please sign at the bottom of the page.

Parent/Guardian: Please sign the bottom of this form to show your intent to support the implementation of this Code of Conduct in regards to your child.

As an FFA or FCCLA Member attending the Georgia FFA-FCCLA Center, I agree that:

- I understand that I am attending a Leadership Event and will conduct myself in a manner that positively represents me, my school, my chapter, and my organization.
- I understand that this is a school event, so school policies apply. If there is a discrepancy between school policies and camp policies, the strictest rule will apply.
- I will participate in the camp program, display a positive attitude, and conduct myself appropriately at all times.
- I will respect all campers, advisors, and staff. I will follow instructions from all adults and camp staff.
- I will not use a cell phone during camp programs and activities.
- I will follow the dress code.
- I will not enter a cabin of the opposite sex or be on the wrong side of the camp.
- I will not enter any other cabins or buildings that they I am not assigned to.
- I will remain in my assigned cabin after curfew.
- I will not bring highly valuable items to camp. If I do bring valuables, I accept full responsibility for those items.
- I will not use language or behavior that is obscene, violent, or racially or sexually inappropriate.
- I will not use tobacco products, alcohol and/or drugs.
- I will not use firearms, weapons, pocket knives and/or firecrackers.
- I will not bring skateboards, scooters, or roller blades.
- I will respect camp property by keeping the facilities clean, not creating graffiti, and not using items such as water balloons, shaving cream, and toilet paper for destructive purposes. I accept responsibility for damages I cause.

I understand that failure to meet with these standards will result in these steps:

5. I will call my parents/guardians and report my conduct not in compliance with these guidelines.
6. At the Director's discretion, this may result in my parents/guardians arranging transportation home.
7. My school's administration may take further disciplinary action.
8. My chapter will be billed for damages that I cause.

I also understand that if I fail to follow no-tolerance policies, including but not limited to use of violence or possession of weapons, use of alcohol or drugs, entering the cabin of the opposite sex, being outside the cabin after curfew, or harassment of another camper or staff, then the following steps may be taken:

5. I will be removed from the facilities.
6. Law enforcement will be contacted.
7. A letter will be sent to my school administrator.
8. I will be suspended from all activities at FFA-FCCLA Centers for up to 18 months.

Student Commitment:

I have read and understand the Code of Conduct above. I agree to abide by it for the safety and enjoyment of myself and of other campers. I understand the consequences of failing to meet these guidelines.

Name of Student: _____ **Chapter:** _____

Signature of Student: _____ **Date:** _____

Name of Parent/Guardian: _____

Signature of Parent/Guardian: _____ **Date:** _____

Georgia FCCLA Conference Permission / Medical Form (Page 1 of 2)

PRINT CLEARLY

I. PERMISSION (Section I for Student Information Only)

The parents/legal guardians of _____ (Print Student Delegate's Name) give permission for him/her to attend the _____ meeting on _____ (Date).

Name of Chapter: _____ School: _____

The parents/legal guardians also do hereby absolve and release the school officials, the FCCLA chapter advisers and the assigned state FCCLA staff from any claims for personal injuries that might be sustained while in route to and from or during the FCCLA sponsored activity. It is also understood that the mode of transportation will be _____.

II. PROFESSIONAL STANDARDS OF BEHAVIOR

The parents/legal guardians, students and advisers:

1. Have read and understand the following *Professional Standards of Behavior*.
2. Understand that all standards of behavior apply to all delegates and agree that the delegate will abide by them.
3. Agree that the school officials, the FCCLA chapter advisers and/or the state FCCLA staff have the right to send the above named delegate home from the activity (at his/her own expense), provided that he/she has violated the FCCLA Professional Standards and/or his/her conduct has become a detriment to the success of the conference.

Professional Standards of Behavior for Georgia Career/ Technology Youth Organizations

1. Behavior at all times should be such that it reflects a positive, professional image of you, your state and the organization.
2. Delegates shall keep their adult advisers informed of their activities and whereabouts at all times.
3. Local advisers will be responsible for their delegates' conduct.
4. Delegates will attend all general sessions, workshops and activities.
5. Delegates will be prompt and prepared for all activities.
6. Identification badges will be worn at all times except when outside the hotel or meeting area.
7. The dress code will be enforced at all times.
8. Any accidents, injuries or illnesses should be reported to the adult chaperone or state adviser immediately.
9. All delegates will observe the curfew set by the State/National Office.
10. Delegates will spend the night at the assigned hotel and in their assigned room. They will be quiet at curfew.
11. Delegates are not permitted in sleeping rooms with members of the opposite sex, unless accompanied by an official chaperone.
12. Inappropriate physical contact is not allowed and will be subject to disciplinary action.
13. No student shall leave the hotel unless accompanied by his/her adviser or chaperone.
14. If a student is found responsible for stealing or vandalism the student and his/her parents/guardians will be expected to pay all damages.
15. Delegates attending the FCCLA Conference may not purchase, possess, consume or be under the influence of alcohol or illegal drugs at any time. Violators will be subject to disciplinary action.
16. Smoking is not allowed.
17. Delegates violating or ignoring any of the conduct rules will subject their entire chapter delegation to being unseated and their candidates or competitive events contestants (if applicable) being disqualified. Individual delegates who disregard the rules will be subject to disciplinary action and may be sent home at their own expense. In the case of student delegates, parents/guardians will be notified.

OVER for PAGE 2

Name of School: (Please Print)

III. EMERGENCY / MEDICAL INFORMATION (Section III for ALL ADULTS & STUDENTS)

***The parents/legal guardians of the student delegate authorize the adviser to secure the services of a physician and/or hospital, and to incur the expenses for necessary services, in the event of accident/illness. The parents/legal guardians will provide for the payment of these costs.**

PRINT CLEARLY

School: _____ **School System:** _____

Check one:

- Student's Name:** _____
- Adviser's Name:** _____
- Other Adult's Name:** _____

1. Known drug allergies

2. Last tetanus administered

3. History of heart condition, diabetes, asthma, epilepsy or rheumatic fever.

4. Current medications

5. Any physical restrictions

6. Other conditions _____
7. Name of hometown family physician and telephone number

8. Closest relative's name and telephone number

9. The student delegate (check one) ___ HAS ___DOES NOT HAVE permission to swim in the hotel swimming pool.

SIGNATURES Signatures below signify agreement with the information as outlined in items I, II & III.

***If insurance information is NOT given, all authorizing signatures are made with the knowledge that none has been provided.**

CLEARLY PRINT Name of Delegate Attending Delegate's Signature

Insurance Company Name Policy Number

***Please include a copy of the insurance card with this form.**

CLEARLY PRINT Name of Parent/Guardian (If student delegate.) Parent/Guardian Signature (If student delegate.)

Home Phone Number Parent/Guardian Cell Phone Number Other Number In Case of Emergency

Chapter Adviser Signature School Official Signature Title