

STATE/NATIONAL OFFICER CANDIDATE NOMINATION FORM

Chapter: _____

Please list the name(s) of each candidate being nominated from your chapter. Note that each chapter is allowed to have two (2) state officers serve during each term and one (1) national officer. Only ONE copy of this form should be filled out for each chapter and should include the names of all students from the chapter who are running for state or national office.

Running for office entails running either At-Large or for Vice President of the Region. Once elected, the team will decide upon offices for President, State Secretary, Vice President of Finance, Vice President of Community Service, Vice President of Competitive Events, Vice President of Recognition, Vice President of Membership, Vice President of Parliamentary Law, Vice President of National Programs, and Vice President of Public Relations.

National Officer Candidates follow a similar process as State Officer Candidates. State Staff will conduct a final certification process following the elections.

Candidate Name	Please indicate with an X in the appropriate column below the type of office each candidate is seeking.		
	STATE OFFICER AT LARGE CANDIDATE	STATE OFFICER VICE PRESIDENT CANDIDATE	NATIONAL OFFICER CANDIDATE

Chapter Adviser Signature

Date

STATE OFFICER CANDIDATE AGREEMENT INFORMATION SHEET

Purpose:

Becoming a Washington FCCLA State Officer requires a commitment on the part of all parties concerned. To make that commitment, each party must understand the responsibility to this leadership training experience. For a candidate to be eligible for office, all parties indicated **must** sign this agreement.

State Officer Candidates should understand that, if elected, attendance at all state officer meetings and activities is required. Failure to attend any of these meetings will result in their removal from office, except for emergencies/unsafe traveling conditions. It should also be understood that an officer may be removed from office if he/she fails to comply with state officer responsibilities/assignments, for failure to participate in activities, and for conduct which would reflect negatively on Washington FCCLA or the State Officer Team.

If elected, the candidate agrees to:

1. Perform to the best of his/her ability the duties of the elected office.
2. Maintain an un-weighted GPA of 2.5 or better based on a 4.0 scale during their term of office.
3. Attend and participate in **ALL** activities scheduled by the Washington Association of FCCLA including, but not limited to the 2024 National Leadership Conference, state officer meetings, state officer training, and conferences and attest that, "I fully understand the responsibilities and obligations of the position I seek; and, if elected, will carry them out to the very best of my ability. I further understand that if, in the opinion of the majority of the State Staff, I fail to fulfill my responsibilities and obligations of office, and/or I violate the Washington FCCLA Student Code of Conduct, I can be removed from office."

State officers are strongly encouraged, but not required, to attend the following conferences: **National Fall Conference and Capitol Leadership.**

Washington FCCLA will pay all expenses for required activities**. Please note that while Washington FCCLA pays most travel expenses, some extra expenses will be the responsibility of each state officer (meals during travel to and from meetings and personal spending money). If an officer attends any of the national sponsored conferences, he/she will be expected to fully participate in all conference activities as instructed by State Staff.

** The 2024 National Leadership Conference will be a required event of the State Officer Team due to the conference being in Seattle, WA. Financial assistance will be available on a needs basis for state officers.

The Parent(s)/Guardian(s) Agree To:

1. Authorize state officer to visit Washington schools and participate in all Washington FCCLA activities, state officer meetings, and other official officer duties for the purpose of conducting official FCCLA state officer business.
2. Encourage the state officer to take full benefit of the leadership development experience.

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3. Authorize the state officer's name/likeness in publications, productions, promotions, and on websites for informational, promotional, and other related purposes without further consideration.

Adviser(s) and All School Officials Listed Below Agree To:

1. Recommend for state office only those candidates who are qualified. (See qualification information provided.)
2. Host meetings, when possible, of the state officers upon request of State Staff.
3. Ensure the candidate's attendance at all required Washington FCCLA activities.
4. Permit the candidate to visit Washington schools and participate in FCCLA chapter activities for the purpose of conducting official FCCLA state officer business.
5. Certify that the candidate has earned a GPA of 2.5 (4.0 scale) or at the time of application.
6. Read the State Officer Candidate Agreement and State Officer Code of Conduct Agreement and discuss its implications with the student.
7. Host an affiliated FCCLA chapter at your school.
8. Understand that the local adviser to a state officer is a member of the state Advisory Board and expected to attend required meetings.

_____	_____	_____
Candidate Signature	Candidate Name, Printed	Date
_____	_____	_____
Chapter Adviser Signature	Chapter Adviser, Printed	Date
_____	_____	_____
Parent/Guardian Signature	Parent/Guardian, Printed	Date
_____	_____	_____
School Administrator Signature	School Administrator, Printed	Date
_____	_____	_____
Athletic Coach(es) Signature	Athletic Coach(es), Printed	Date
_____	_____	_____
Candidate Employer(s) Signature	Candidate Employer(s), Printed	Date

If you change schools, jobs and/or sports at any time during your state officer year and signatures above are not complete and current; this document must be signed again and resubmitted to Washington FCCLA.

STATE OFFICER CONDUCT AGREEMENT

As an FCCLA State officer/officer candidate, I understand my behavior at all times should reflect credit to my family, my state, the national organization and myself. Although the official assumption of an office begins following election, once I choose to run for an office, I agree to abide by the following conduct guidelines. I understand that the term of office is an entire calendar year (from one State Leadership Conference through the next) including the summer months and all school holidays. Violations of this conduct code will not be tolerated and may result in disqualification or removal from office, being sent home at the individual parent and/or guardian expense, forfeiture of awards, suspension from future FCCLA activities, and/or other appropriate measures.

1. Participants must abide by all rules and regulations of FCCLA, appropriate school district policies, and applicable laws and ordinances 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.
2. There shall be no defacing or stealing of property. Any damages to any property or furnishing must be paid or replaced by the individual or chapter involved. Violators may be referred to the police and sent home.
3. No narcotics in any form shall be possessed or used by participants at any time, under any circumstances. Violators will be referred to the school administrator, police authorities and sent home.
4. No alcoholic beverages shall be possessed or used by participants at any time, under any circumstances. Violators will be referred to the school administrator, police authorities and sent home.
5. Possession of weapons and/or any action causing bodily harm or fear of life will not be tolerated. Violators will be referred to the school administrator, police authorities and sent home.
6. Student use of tobacco products will not be permitted 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. Officers will fully participate in all conference general sessions (such as opening and awards) and assigned activities as instructed by State Staff. (Including workshops, competitive events, meetings, etc.)
8. Participants should keep their adult advisers informed of their activities and whereabouts at all times. Identification badges are to be worn at all appropriate times.
9. Students of the opposite sex shall not be permitted to be in the same room unless the door is fully open so that someone in the hall may have a clear view into the room or the adviser is present.
10. Inappropriate sexual conduct and/or behavior is prohibited
11. The dress code will be followed at all times.

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12. Participants in the presence, and/or having direct knowledge (not hearsay or rumor) of conduct violations must immediately separate themselves from the situation and report the violation to their adviser. Failure to do so will be viewed as the equivalent to participating in the transgression.
13. Minimum penalties for violations of this conduct code may be imposed at the discretion of the adviser, state staff, and/or the Board of Advisers. Additional penalties may also be imposed at the discretion of the chapter adviser and/or school officials according to individual school district policies and guidelines.

Student Signature

Date

Parent/Guardian Signature

Date

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STATE OFFICER TRAVEL FORM

Event or Meeting Description: **All State Officer Responsibilities during Term in Office**

Student Name: _____ Phone: _____

School Name: _____ Phone: _____

All students must adhere to their local school district's student transportation policy and procedures. Please attach a copy of the district policy and forms pertaining to student travel for this event and complete the form below. All travel must be pre-approved before each event.

____ The above-named student may drive herself/himself to the above function as part of her/his official responsibilities. All travel must be pre-approved before each event by the State Director.

____ The above-named student will be allowed to ride with representatives of the state association or its agents/contractors to get to or during the above function as part of her/his official responsibilities.

By signing below the parties agree to abide by all policies and information included this form:

As a school district official, my signature below verifies that the above modes of transportation are not in violation of the _____ School District student transportation policy.

School Administrator Signature _____ Date

I agree to adhere to the above-named school transportation policy and modes of transportation.

Student Signature _____ Date

I agree to allow my child to use the above-named mode(s) of transportation and give permission for my child to attend this meeting.

Parent/Guardian Signature _____ Date

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SCHOOL ADMINISTRATION STATEMENT OF SUPPORT

I understand that **FCCLA** is a national and state sponsored organization officially endorsed by the U.S. Department of Education and sponsored by the Washington Office of Superintendent of Public Instruction as an intra-curricular, integral part of Family and Consumer Sciences instruction and program.

I understand that _____ (candidate name) has been officially endorsed by our school's FCCLA chapter, our FCCLA chapter adviser, and his/her parents/guardians to seek Washington FCCLA State Office.

I understand that if the above-named student is elected to serve as a State Officer that he/she will be required to attend meetings, leadership conferences, and education activities that occur during the regular instructional period.

Our school agrees to maintain an active local FCCLA chapter and chapter adviser/Family and Consumer Sciences teacher during the above-named student's term of service as a Washington FCCLA State Officer.

Our school agrees to support the above-named student's duties and responsibilities as a Washington FCCLA State Officer including approval of absences and providing chaperone(s) for Washington FCCLA official functions. We also understand that it is the local chapter's responsibility to comply with any school district policies and practices regarding a state officer's participation in Washington FCCLA official functions.

I understand that serving as a Washington FCCLA State Officer is a position of high honor and important responsibility to our school, community, and the citizens of Washington. Our school pledges to work in partnership with Washington Office of Superintendent of Public Instruction and Washington FCCLA to ensure the success of the above-named student's leadership, academic, and career pursuits while serving as a State Officer.

I understand that the local adviser is the primary chaperone for the state officer and will accompany the officer to all FCCLA state officer functions. The adviser will also serve on the Washington FCCLA State Advisory Board. The school agrees to support the adviser in this leadership role (providing substitute teacher, travel). The district will assume responsibility of any expenses related to additional chaperone if required by the district.

AUTHORIZED BY:

Chapter Adviser Signature	Chapter Adviser, Printed	Date
School Administrator Signature	School Administrator, Printed	Date

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