

Nevada



CHAPTER SUCCESS GUIDE

2022 - 2023

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[Updated 8/30/2022](#)



FBLA Overview

FBLA – Future Business Leaders of America, Inc. is the largest career student organization in the world.

History & Reach

Nevada Future Business Leaders of America (FBLA) is a state affiliate of Future Business Leaders of America located in Reston, Virginia. Nevada became a chartered member in 1964. Articles of Incorporation were filed with the Office of the Secretary of State in 1985.

FBLA, Inc., is an international professional association and the largest career student organization in the world serving students with career interests in the field of business. Each year FBLA serves over 230,000 members. FBLA, Inc., chartered its first chapter in 1940 in Johnson City, Tennessee, as a result of the efforts started in 1937 by Hamden L. Forkner of Teachers College, Columbia University in New York City.

Size

Each year, Nevada FBLA helps over 4,000 members prepare for careers in business in chapters in high schools, middle and junior high schools, and private schools throughout the state.

Endorsements

FBLA is endorsed by the U. S. Department of Education, Nevada Department of Education, National Business Education Association, the Business and Marketing Division of the Association for Career and Technical Education, Nevada Business Education Association, and over 50 other business-related partners and industry associations.

FBLA Mission Statement

FBLA inspires and prepares students to become community-minded business leaders in a global society through relevant career preparation and leadership experiences.

FBLA Factsheet

FUTURE BUSINESS LEADERS OF AMERICA

The High School Division Fact Sheet

Future Business Leaders of America, Inc. (FBLA) is the largest career student business organization in the world. Each year, FBLA helps over 230,000 members prepare for careers in business.

MEMBERSHIP



42% Male | 58% Female

209,000+
Members Nationwide



Members By Grade Level

12th Grade	29%
11th Grade	28%
10th Grade	25%
9th Grade	18%

10,900+



Advisers



5,200+
Chapters

47/50
States

7 Countries

PROGRAMS



COMPETITIVE EVENTS

70+ competitions spanning 10 career clusters



LEADERSHIP DEVELOPMENT & RECOGNITION

Business Achievement Awards (BAA) | Champion Chapter



CONFERENCES

National Fall Leadership Conference (NFLC) | 5,000 + Attendees, 3 Locations
 National Leadership Conference (NLC) | 15,000 + Attendees

WHY JOIN?




COLLEGE PREPARATION



SCHOLARSHIPS



ACADEMIC COMPETITIONS



TRAVEL



CAREER EXPLORATION



DISCOUNTS



NETWORKING



Meet the Nevada FBLA Team

P. O. Box 1140 • Owasso, OK 74055 • Ph: 888.677.4534 • F: 702.939.9058 •
nevadafbla.org • facebook.com/nevadafbla • [@nevadafbla](https://twitter.com/nevadafbla) • youtube.com/nevadafbla

Nevada FBLA Management Team:

Jane Werner | State Adviser
Operations, Conferences, Executive Leadership Program
stateadviser@nevadafbla.org

Tiffany Perez | Chapter Support
Competitive Events, Membership
hello@nevadafbla.org

Megan Crosland | State Officer Coach
Executive Leadership Program
coach@nevadafbla.org

Mike Oechsner | Executive Director
Governance
executivedirector@nevadafbla.org

Ryan Underwood | Senior Director
Strategy
seniordirector@nevadafbla.org

Danielle Tolentino Tuason | Senior Director for Marketing
Marketing
seniordirector@nevadafbla.org

Finance Questions
Financial Management, Invoices, Billing, Payments
finance@nevadafbla.org

National FBLA

NATIONAL FBLA HEADQUARTERS

FBLA National Center
1912 Association Drive
Reston, VA 20191-1591
Phone: 800.325.2946
www.facebook.com/FutureBusinessLeaders/
[@FutureBusinessLeaders](https://twitter.com/FutureBusinessLeaders)
www.fbla.org

NATIONAL FBLA STAFF

Alex Graham, President & CEO
Lisa Smothers, Director of Membership
Kelly Scholl, Director of Awards & Recognition
Gayle Robinson, Acting Director of Education Programs
Paul Quirk, Interim Director of Communications & Marketing
Robert Holst, Director of Finance



Nevada FBLA State Officer Team:

Sanjana Dixit | STATE PRESIDENT

Edward W. Clark High School

president@nevadafbla.org

Gabriela Renteria | VP OF MEMBERSHIP

West Career & Technical Academy

vpmembership@nevadafbla.org

Jolie Shah | VP OF PUBLIC RELATIONS

Edward W. Clark High School

vppublicrelations@nevadafbla.org

Sanjana Dixit | VP OF SERVICE

Spring Creek High School

ervp@nevadafbla.org

Nadia Jack | EASTERN REGION VP

Jackpot High School

ervp@nevadafbla.org

Samuel Hwang | SOUTHERN REGION VP

Edward W. Clark High School

srvp@nevadafbla.org

London Gentry | VP OF MIDDLE LEVEL

Wilber & Theresa Faiss Middle School

vpmiddlelevel@nevadafbla.org



Nevada FBLA Board of Trustees:

Jeremy Tiedt | CHAIR

Director of Advising, Recruitment & Retention
University of Nevada, Reno – College of Business

Patti Buono | TRUSTEE

West Career & Technical Academy

Cheryl Burns | TRUSTEE

Faith Lutheran Middle School & High School

Kristina Carey | TRUSTEE

Education Program Professional
Nevada Department of Education

Kelli Compton | TRUSTEE

Administrator, West Career & Technology Academy

Julia Lapham | TRUSTEE

University of Nevada, Reno – College of Business

Tiffany Williams | SECRETARY/TREASURER

Spring Creek High School

Sanjana Dixit | STUDENT REPRESENTATIVE

Edward W. Clark High School

Mike Oechsner, MBA, CAE, CMP | EX-OFFICIO MEMBER

Executive Director, Nevada FBLA

2022 National Leadership Conference Winners

Event	Place	Student	School
Banking & Financial Systems	4 th	Samuel Hwang	Edward W. Clark High School
Coding & Programming	10 th	Josef Macera & Mikeal Macera	Damonte Ranch High School
Health Care Administration	7 th	Ethan Nguyen	Edward W. Clark High School
Supply Chain	8 th	Fikreabe Getachew	Edward W. Clark High School
Video Game Challenge	2 nd	Aadi Patwa	Nevada Virtual Chapter

Guidelines to Success for Advisers

Summer

- Plan for upcoming FBLA Year
- Meet with chapter officers
- Develop chapter Program of Work
- Hold team building activities
- Develop paperwork for students, parents, and supporters about FBLA dues
- Plan Champion Chapter Activities

September

- Register for the Adviser Conference
- Hold first chapter meeting
- Hold recruiting event (like pizza night, bowling, etc.)
- Distribute information about Fall Conference (Heroic Leadership Experience)
- Have students visit and review FBLA State and National Websites
- Start students in Business Achievement Awards
- Plan all competitive events with students (and start working on projects)
- Recruit members to attend the Fall Leadership Experience

October

- Register and participate in the national student challenges and partner programs

November

- Attend the Fall Leadership Experience
- Celebrate American Enterprise Day

December

- Hold chapter holiday celebration
- Register and prepare for the Region Success Series

December/January

- Receive and review State Business Leadership Conference (SBLC) Registration materials

January

- Practice for competitive events

January/February

- Plan and hold events for FBLA Week
- Register for State Business Leadership Conference (SBLC)
- Finish Champion Chapter and other award documentation

March

- March of Dimes Grant Applications due to National FBLA
- Final national dues payment deadline (March 1)

Make hotel reservations for State Business Leadership Conference (no later than March 13)
Take online tests for State Business Leadership Conference (SBLC)

April

Attend the State Business Leadership Conference (SBLC)
Complete National Leadership Conference (NLC) Intent to Compete Form

May

Submit National Leadership Conference Registration (NLC) Materials
Ensure that National Leadership Conference (NLC) payment has been made
Check competition in national system
Update projects for National Leadership Conference (NLC) and submit in May

June/July

Attend National Leadership Conference (NLC)
Report success to local media outlets



Membership

FBLA is a global student business *organization*. FBLA is a *professional association* of students with interests in pursuing careers in business or developing business leadership skills to aid them in their ultimate career choice. Schools *affiliate* with FBLA and are known as chapters under the charter granted by FBLA, Inc. to the Nevada Department of Education who has delegated management and authority to the Nevada FBLA Foundation, Inc. to administer policies and programs to grow dynamic future business leaders.

Nevada Future Business Leaders of America (FBLA) is pleased to present business, marketing and information technology programs across the state the opportunity to obtain a curriculum site license. The purchase of this license will allow all enrolled students to participate fully in the intra-curricular curriculum and programs offered by both the state and national levels of the organization.

FBLA's competitions, Business Achievement Awards Program, Officer Leadership Program, Scholarships, Business Leadership Conferences, partner programs and more are all part of the intra-curricular instructional tools, curriculum and career leadership opportunities available for students and can be used to enhance present business, marketing and information technology programs program as orchestrated by the educators and department chairs. These are part of both the traditional and affiliation plan. Programs that choose the Curriculum Site License Affiliation will have adviser access to a platform with additional curriculum resources.

Pricing

Nevada FBLA Regional, State, and National Membership dues are \$12 per student.

- Dues in FBLA are unified. This means you must join the state and national organization to be an officially recognized member.
- National Dues are \$6 and have not increased since 1989.
- State dues are \$6. Of the \$6 state dues, \$1 is restricted as a contribution to the Nevada FBLA Erin Hackman Scholarship Fund. The remaining \$5 is used to fund Nevada FBLA Operations.

Curriculum Site License Affiliation

Nevada FBLA offers two methods for membership:

- Classic student membership of \$12 per student
- Curriculum Site License Affiliation
The curriculum fee structure, based on your total enrollment, is as follows:

Program Enrollment	License Fee
10 Members	\$ 140.00
11-20 Members	\$ 280.00
21-30 Members	\$ 420.00
31 - 40 Members	\$ 490.00
41-50 Members	\$ 630.00
51-60 Members	\$ 687.50
61-70 Members	\$ 812.50
71-80 Members	\$ 937.50
81-90 Members	\$ 1,062.50
91-100 Members	\$ 1,187.50
101 - 125 Members	\$ 1,440.00
126 - 150 Members	\$ 1,740.00
151 - 175 Members	\$ 1,870.00
176 - 200 Members	\$ 2,145.00
201 - 225 Members	\$ 2,420.00
226 - 250 Members	\$ 2,695.00
251 - 275 Members	\$ 2,970.00
276 - 300 Members	\$ 3,245.00
301 - 325 Members	\$ 3,520.00
326 - 350 Members	\$ 3,795.00
351 - 375 Members	\$ 4,070.00
376 - 400 Members	\$ 4,345.00
401 - 425 Members	\$ 4,200.00
426 - 450 Members	\$ 4,450.00
451 - 475 Members	\$ 4,700.00
476 - 500 Members	\$ 4,950.00
Over 500	Contact Executive Director

NOTE: A school must choose one option. There is not an option to switch methods during a membership year after one option has been chosen. If choosing the curriculum

affiliation model, copies of class rosters from each program course/teacher must accompany the membership spreadsheet.

FBLA membership will remain available for students who have taken or are currently enrolled in a business or business-related course.

Chapters are welcome to purchase a site license for the number of students in their program and then add to their package memberships for students who are not currently enrolled in their courses (e.g. they previously took a business or business-related class, were FBLA members last year, want to stay active, but their school schedule does not allow for a class this semester/year).

NOTE: Any program wishing to utilize the curriculum site license model of membership must not register any membership in the national center. These schools must notify the state office and will be sent a spreadsheet template to complete. **NOTE: This membership type will be billed from Nevada FBLA instead of paying National FBLA directly. DO NOT send payments to National FBLA.**

Voting Delegates

As a volunteer-led association, the power to change, direct, and propel the association rests with student voting delegates. Voting delegates elect state officers and approve amendments to the Student Bylaws.

Each chapter receives two State Voting Delegates to elect statewide candidates (President/Executive Vice President/Secretary/Public Relations Officer) and vote on bylaws.

Each chapter receives Chapter Voting Delegates who elect the Region Vice President based on chapter membership. Be sure that your chapter assigns the proper number of delegates to participate in the election process:

<u>Number of Chapter Voting Delegates</u>	
1-50 Members	2 delegates
51-100 Members	3 delegates
101+ Members	4 delegates
<i>Each additional 50 members shall have one additional vote</i>	

2022-2023 Calendar of Events

Due to the current world situation with Covid-19, some dates have been excluded from this calendar and will be added throughout the year on our online calendar. Please visit our website at <https://nevadafbla.org/resource-library> for an updated list of state dates.

Key:	National Dates and Deadlines Nevada Dates and Deadlines
August 1	Summer Starter Begins MERIT Awards Begins
September 8 September 10	CTSO Adviser Conference – Elko CTSO Adviser Conference – Las Vegas
September 15	National Fall Leadership Registration Opens
September 30	Summer Starter Submissions Due
October 1	<i>Shaping Success Begins</i>
October 4	<i>Virtual Business Challenge Registration Opens</i>
October 10	<i>Fall Stock Market Game Begins</i>
October 11	NV FBLA Adviser Huddle@ 3:30pm (Virtual) - Link Submit topics/questions HERE
October 17	<i>Fall Life Smarts Competition Begins</i>
October 18	<i>Fall Virtual Business Challenge Begins</i>
October 19	<i>National Fall Leadership Registration Deadline</i>
October 29	Fall Stock Market Game Registration Deadline
November 8	NV FBLA Adviser Huddle@ 3:30pm (Virtual) - Link Submit topics/questions HERE
November 8-10	CTSO Fall Student State Conference
November 10	Shaping Success Submissions Due
November 11	<i>Fall Virtual Business Challenge & Fall LifeSmarts Competition Ending Service Season Begins</i>

November 11-12 November 18-19	National Fall Leadership Conference: Denver, CO Orlando, FL
November 15	American Enterprise Day
November 17	March of Dimes World Prematurity Day
November 30	Region Success Series – Registration Opens
December 13	NV FBLA Adviser Huddle@ 3:30pm (Virtual) - Link Submit topics/questions HERE
December 16	Fall Stock Market Game Ends
December 31	Service Season Submission Deadline
January 1	CTE Celebration Begins Region Success Series - Registration Closes
January 10	NV FBLA Adviser Huddle@ 3:30pm (Virtual) - Link Submit topics/questions HERE
January 14	Region Success Series – Login Credentials Sent
January 18 – February 1	Region Success Series – Testing Window
January 30	Spring LifeSmarts Competition Begins
January 31	Spring Virtual Business Challenge Begins
February 5-11	FBLA Week
February 8	Region Success Series – Winners Announced
February 10	Region Success Series – Scores/Competency Reports Released
February 13	Spring Stock Market Game Begins SBLC - Registration Opens
February 14	NV FBLA Adviser Huddle@ 3:30pm (Virtual) - Link Submit topics/questions HERE
February 24	Spring Virtual Business Challenge & Spring LifeSmarts Competition Ends
February 27	SBLC – Production Test Request
March 1	Nationals Dues Deadline

	<p>CTE Celebration Submissions Due MERIT Award Submissions Due SBLC Production Test Passwords Sent</p>
March 4	Spring Stock Market Game Registration Deadline
March 13	SBLC - Registration Closes
March 14	NV FBLA Adviser Huddle@ 3:30pm (Virtual) - Link Submit topics/questions HERE
March 15	SBLC – Hotel Room Verification to Advisers
March 17	SBLC – Pre-Judged Deadline SBLC – Production Test Due
March 21	SBLC – Room Release Cut-off Deadline
March 22	SBLC – Testing Password Release
March 27 – April 12	SBLC – Objective Testing Window
March 31	SBLC – Late Registration Deadline
April 11	NV FBLA Adviser Huddle@ 3:30pm (Virtual) - Link Submit topics/questions HERE
April 14	SBLC – Conference Change Deadline SBLC – Finalists Announced
April 21	Spring Stock Market Game Ends
April 23-26	SBLC – Planet Hollywood, Las Vegas
May 1	Champion Plus Submission Deadline
May 3	BAA Capstone Submission Deadline for Competitive Review
May 9	NV FBLA Adviser Huddle@ 3:30pm (Virtual) - Link Submit topics/questions HERE
June 13	NV FBLA Adviser Huddle@ 3:30pm (Virtual) - Link Submit topics/questions HERE
June 27-30	National Leadership Conference - Atlanta, GA

Key Events and Dates

Members looking to improve leadership skills, network with members across the state, and learn new ideas mark their calendars for Nevada FBLA conferences throughout the year. Conferences are the highlight of the membership experience and access to the conferences is exclusive to FBLA members. You can learn more about our conferences on our website at <http://www.nevadafbla.org>.

NFLC

November 11-12, 2022 | Denver, CO

November 18-19, 2022 | Orlando, FL

Attend one of the two National Fall Leadership Conferences and learn more about what our **One Association** has to offer. Hear from dynamic keynote speakers, attend exciting workshops, and network with members from across the country!

Check out the NFLC Guide on the National website.

Region Success Series (Region Online Testing)

Region Online Testing is the way that all members can engage in any event in FBLA that has an online, objective test component. Each student may compete in 5 events for the low cost of \$10.

January 18 – February 1 – Online Testing Window

State Business Leadership Conference (SBLC)

This three-day conference is where the best and brightest students across Nevada compete in business and leadership events with the opportunity to qualify for the National Leadership Conference, network with students, and participate in workshops to prepare for their future career.

April 23-26, 2023 – Planet Hollywood, Las Vegas

National Leadership Conference (NLC)

June 27-30, 2023 | Atlanta, GA

The National Leadership Conference is the culmination of the year for our members. If members place in the top ten at the State Business Leadership Conference, a member is then eligible to represent Nevada at the National Leadership Conference. This conference is where over 12,000 students gather from around the United States, Germany, Canada, and the Virgin Islands to compete and gain leadership skills. For details on this year's National Leadership Conference visit www.fbla.org.

FBLA Competitive Events

Changes/Modifications for 2022-2023

FBLA

1. NEW EVENTS

- [INTRODUCTION TO MARKETING CONCEPTS](#)
Individual Objective Test

2. MODIFICATIONS:

- [INTRODUCTION TO PUBLIC SPEAKING & PUBLIC SPEAKING](#)
Both events will now have a different topic posted each year from which the speech must be developed.

3. NAME CHANGE:

- Change name of **3-D Animation** to [DIGITAL ANIMATION](#)
Rationale: the event will allow for submissions in any digital format (3-D or 2-D)

FBLA & FBLA Middle School

4. PROCEDURAL CHANGE

- Time Penalties
Time penalties will be eliminated from all events, and timers will stop students from continuing once their allotted time has elapsed
- Team Event Objective Tests
All team event objective tests will be taken individually by each team member. The scores of all team members will be averaged to determine the average team score. Any team member who does not sign in and take the test will be removed from the team and prevented from advancing to final round competition.
- Competing at NLC
Members may compete in an event at NLC more than once if they have not previously placed in the top ten of that event at NLC.

2022-2023 High School Topics

The 2022-23 National Topics that will be used for Nevada Competitive Events.

BROADCAST JOURNALISM

Category: *Presentation Event*

Type: *Individual or Team*

You or your team members work for a local news station. Write, develop, and deliver a live news report with at least one pre-recorded interview. Cover at least three of the following areas or stories:

- Business (global) - A story or current event impacting the global economy
- Entrepreneurship (local) - A story about a local business (real or fictional) in the area
- Event - A story about the FBLA State or National Leadership Conference
- Education - A report on financial literacy
- Finance - A report on the stock market, interest rates, or another current financial event

BUSINESS ETHICS (HIGH SCHOOL)

Category: *Objective Test & Case Study Presentation*

Type: *Individual or Team*

The topic/case study for this event will be fully released in August. The topic will relate to the following:

- The ethics of an art club supervisor possibly purchasing lower-quality supplies for this year's Craft Fair.

BUSINESS FINANCIAL PLAN

Category: *Prejudged Reports & Presentation*

Type: *Individual or Team*

Create a business financial plan to start a new food truck business in your community. Determine what type of food truck will benefit your community and the funds needed for the start-up. Include data or research that will help to make informed decisions about future resources and goals. Include the general operating costs of your food truck, start-up costs, and a plan of action of where to park your mobile business.

CODING AND PROGRAMMING

Category: *Demonstration*

Type: *Individual/Team*

Develop a program that will help improve student involvement at your school. This original computer program will track student participation and attendance at school events. Once students participate or attend events, they are awarded points. You must have a way to pick a random winner each quarter from each grade level, as well as the student with the top point accumulation. The number of points a person has accumulated will translate to the prize they will win. You will need to have at least three prizes (a school reward, a food reward, and a school spirit item).

- Assign a point value for participating in or attending events.

- Must have at least five sporting events and five non-sports school events.
- Track students' names, grades, points.
- Generate a report at the end of the quarter to show points per student in each grade.
- Data must be stored persistently. Storage may be in a relational database, a document-oriented NoSQL database, flat text files, flat JSON, or XML files.
- The user interface must be a GUI with a minimum of five different control types including such things as drop-down lists, text fields, checkboxes, date picker, or other relevant control types.
- All data entry must be validated with appropriate user notification and error messages including the use of required fields.

COMPUTER GAME & SIMULATION PROGRAMMING

Category: *Demonstration*

Type: *Individual or Team*

In 2022, Wordle and similar word games were all the rage across the world. Develop a word game with rules and a theme of your choice.

- The game should be an executable game, either through the Internet or through a local installation (review guidelines about Internet access at the National Leadership Conference).
- The game should contain a scoreboard.
- The game should contain a leaderboard and celebratory messages.
- The game should have a minimum of three levels.
- The game should have an instructional display.

DATA ANALYSIS

Category: *Presentation Event*

Type: *Individual or Team*

WidgetCo is a new international business selling widgets to customers in China, France, Canada, and the United States. In determining the suitability to conduct business in these countries, WidgetCo executives need an effective data analysis of the datasets that are available. You are working on WidgetCo's data analysis team. Your team will provide recommendations to the WidgetCo executives about opportunities and challenges that they may encounter now or in the future. Using the datasets given, in addition to your own supplemental research, analyze the data and provide analyses and recommendations about the opportunities and challenges facing the business.

The following datasets are given for each country (China, France, Canada, and the United States)

- Population, total
- Poverty headcount ratio at \$1.90 a day (2011 PPP) (% of population)
- Life expectancy at birth, total (years)
- Population growth (annual %)
- Net migration
- Human Capital Index (HCI) (scale 0-1)

- GDP (current US\$)
- GDP per capita (current US\$)
- GDP growth (annual %)
- Unemployment, total (% of total labor force) (modeled ILO estimate)
- Inflation, consumer prices (annual %)
- Personal remittances, received (% of GDP)

Open-source datasets provided by the World Bank at [World Bank Group - International Development, Poverty, & Sustainability](#).

DIGITAL ANIMATION (formerly known as 3-D Animation)

(See Modification Above)

Category: *Prejudged Projects & Presentation*

Type: *Individual or Team*

Create an animated advertisement for a new technology product. Examples include, but are not limited to, a smartphone, laptop, tablet, or smartwatch. All content must be original.

DIGITAL VIDEO PRODUCTION

Category: *Prejudged Projects & Presentation*

Type: *Individual or Team*

Create a promotional video for an event in your community or school, with teenagers in your community as the target audience. All video content must be original.

E-BUSINESS

(See Modification Above)

Category: *Demonstration*

Type: *Individual or Team*

Develop and create an E-business site for a local bed and breakfast, hotel, or other lodging venue in your community. The business can be real or fictional. The website should include a company identity including a name, logo, and brand. The website should have elements of a typical lodging facility including contact information, the ability to make reservations, view different room types, view amenities, and local attractions. Ensure that your E-business site includes:

- An e-commerce tool showing prices for different lodging types
- A scheduling tool allowing customers to book lodging
- An API to an online map service showing different local attractions

The E-business site does NOT need to be published; however, if you publish the website, you must obtain permissions in accordance with the competitive event guidelines and proper copyright law.

GRAPHIC DESIGN

Category: Presentation

Type: Individual or Team

Your organization has been hired as a consultant to design a new brand identity for a new, fictional nonprofit organization. The fictional nonprofit is an organization that supports youth development with afterschool programs and summer camps. Give the non-profit a name. The brand should be modern, bright, and vibrant to attract youth. In accordance with your brand guidelines, design a t-shirt, a baseball cap, a toy, and two other promotional items of your choice.

INTRODUCTION TO BUSINESS PRESENTATION

Category: Presentation

Type: Individual or Team

You are trying to raise money to attend a business leadership training program in New York City. This would be a week-long summer program that will cost \$2,000. You will prepare a presentation that can be used in front of potential sponsors from your community. Be sure to include why you should attend, and the benefit you will receive and bring back to your school.

INTRODUCTION TO PUBLIC SPEAKING

Category: Speech

Type: Individual

Develop and deliver a speech based on the following topic: My biggest concern for the future is.....

INTRODUCTION TO SOCIAL MEDIA STRATEGY

Category: Presentation

Type: Individual or Team

Create a social media campaign to promote involvement in FBLA at your school. Address the following in your social media strategy:

- A schedule of social media posts
- An example of social media posts
- The promotional plan of the campaign
- The plan to develop awareness of FBLA

Do not create live accounts.

MOBILE APPLICATION DEVELOPMENT

Category: *Demonstration*

Type: *Individual or Team*

Create a mobile application for your school to help keep parents and the community up to date. The app needs to include upcoming events, important information such as school calendar and activities schedule, a way for teachers and students to share photos, and a way for parents to notify school of student absences. The app must also include one additional item that is recommended by your administration.

- The app must be designed for a phone/tablet.
- The operating system must be mobile based such as Android or iOS.
- The app should state its licensing and terms of use.

PUBLIC SERVICE ANNOUNCEMENT

Category: *Presentation Event*

Type: *Individual or Team*

After recovering from the global pandemic many social issues in our communities and country have been brought to light. Develop a Public Service Announcement about a social issue that affects teenagers. Your job is to bring awareness about that topic to your peers, school, and community.

PUBLIC SPEAKING

Category: *Speech*

Type: *Individual*

Develop and deliver a speech based on the following topic: How should higher education transform to better serve the needs of students and the workforce?

PUBLICATION DESIGN

Category: *Presentation Event*

Type: *Individual or Team*

You have been asked by your school activities director to create a publication highlighting the activities within your school. You will develop a five-page online magazine showcasing your school's activities, including:

- A print advertisement for a club or organization
- A story about a school activity or event
- Three other pages including information and designs of your choice.

SOCIAL MEDIA STRATEGIES

Category: Presentation Event

Type: Individual or Team

Create a social media campaign to advocate for awareness about food insecurity in your community. This should bring awareness of the issue and provide solutions to help solve the problem. Address the following in your social media strategy:

- A schedule of social media posts
- An example of social media posts
- The promotional plan of the campaign
- The plan to develop awareness of the issue.

Do not create live accounts.

WEBSITE DESIGN

Category: Demonstration

Type: Individual or Team

Develop a website for a local business. This business can be real or fictional, but must serve the members of your community. The website should include the following elements:

- Header with logo
- Favicon
- Call to action button
- Form to subscribe to receive announcements
- Navigation menu
- Footer to include credits to website creators and copyright information

The website does NOT need to be published; however, if you publish the website, you must obtain permissions in accordance with the competitive event guidelines and proper copyright law.

2022-2023 Middle Level Topics

The 2022-23 National Topics that will be used for Nevada Competitive Events.

BUSINESS ETHICS (MIDDLE SCHOOL)

Category: *Objective Test & Case Study Presentation*

Type: Individual or Team

The topic/case study for this event will be fully released in August. The topic will relate to the following:

- The ethics of a high school newspaper editor possibly selling ad space to a weight loss company.

ELEVATOR SPEECH

Category: *Presentation*

Type: Individual

You and the other FBLA middle school members at your school are attending a CTSO Legislative Day at your State Capitol. You are introduced to one of your local legislators and he/she asks what FBLA is. In a 30-second elevator speech, share with the legislator an example of a chapter activity that you've participated in and how you have benefitted from membership in FBLA.

EXPLORING BUSINESS ISSUES

Category: *Presentation*

Type: Individual or Team

In the last few years, businesses have struggled to hire quality employees and retain employees. Businesses are finding it more difficult to fill vacant positions or are not receiving qualified applicants. Another challenge is once they hire new employees, they are finding it difficult to retain these employees. The last obstacle is to retain employees they already have in the company with experience or years of service. What strategic plan could you give to a business to fill vacant positions? What advice could you give to a business to retain employees? Explain your reasoning.

MULTIMEDIA & WEBSITE DEVELOPMENT

Category: *Demonstration*

Type: Individual or Team

Develop a how-to website that assists students in your grade with a topic you are learning in your business, information technology, English, mathematics, science, social studies, OR world language class. The website must include, but is not limited to, the following:

- An animated theme and logo that includes music.
- A form classmates can submit in order to ask for your assistance with the topic.

VIDEO GAME CHALLENGE

Category: *Demonstration*

Type: Individual or Team

Create an animated game, in any language or game/animation engine, with keyboard and/or mouse input.

STATE LEVEL

Participants can compete in up to five (5) events at the state level. Participants can compete in one (1) chapter event which does count towards the five (5) event limit.

EVENTS WITH PERFORMANCE Choose a maximum of two (2) event from this column:	EVENTS WITHOUT PERFORMANCE Choose up to five (5) events from this column (not to exceed five (5) events total):
<p>Case Study Events</p> <ul style="list-style-type: none"> Banking & Financial Systems Business Management Client Service Entrepreneurship Help Desk Hospitality & Event Management Impromptu Speaking International Business Introduction to Event Planning Management Information Systems Marketing Network Design Parliamentary Procedure Sports & Entertainment Management <p>Presentation Events</p> <ul style="list-style-type: none"> Broadcast Journalism Business Ethics Business Financial Plan Business Plan Coding & Programming Computer Game & Simulation Programming Data Analysis Digital Animation Digital Video Production E-Business Electronic Career Portfolio Future Business Leader Graphic Design Introduction to Business Presentation Introduction to Public Speaking Introduction to Social Media Strategy Job Interview Mobile Application Development Public Service Announcement Public Speaking Publication Design Sales Presentation Social Media Strategies Website Design 	<p>Objective Test Events</p> <ul style="list-style-type: none"> Accounting I Accounting II Advertising Agribusiness Business Calculations Business Communication Business Law Computer Problem Solving Cyber Security Economics Health Care Administration Human Resource Management Insurance & Risk Management Introduction to Business Communication Introduction to Business Concepts Introduction to Business Procedures Introduction to FBLA Introduction to Financial Math Introduction to Information Technology Introduction to Marketing Concepts Introduction to Parliamentary Procedure Journalism Networking Infrastructures Organizational Leadership Personal Finance Political Science Securities & Investments Supply Chain Management UX Design <p>Production Events</p> <ul style="list-style-type: none"> Computer Applications Database Design & Applications Spreadsheet Applications Word Processing

OTHER EVENTS

Chapter events from this section DO count towards the five (5) event limit at state.

Nevada Individual and Chapter Awards DO NOT.

Chapter Events	Nevada Individual Awards	Nevada Chapter Awards
<p><i>Choose up to one (1) event maximum from this category</i></p> <p><i>American Enterprise Project</i></p> <p><i>Community Service Project</i></p> <p><i>Local Chapter Annual Business Report</i></p> <p><i>Partnership with Business Project</i></p>	<p><i>Administrator of the Year</i></p> <p><i>Adviser of the Year</i></p> <p><i>Alumni of the Year</i></p> <p><i>Businessperson of the Year</i></p> <p><i>Volunteer of the Year</i></p> <p><i>National Business Honor Roll</i></p> <p><i>Retiring Adviser Recognition</i></p> <p><i>Young Leader in Nevada FBLA</i></p> <p><i>Who's Who in Nevada FBLA</i></p>	<p><i>Champion Chapter</i></p> <p><i>Chapter Newsletter</i></p> <p><i>Chapter Website</i></p> <p><i>Digital Scrapbook</i></p> <p><i>March of Dimes</i></p>

National Program Opportunities

Business Achievement Awards

Enhance leadership skills, expand business knowledge, contribute to local communities, and earn recognition

The Business Achievement Awards (BAA) is a high school activity-based learning and recognition program. Participants develop skills in collaboration, leadership, advocacy that culminates in a capstone project. Program content is tied to business education standards delivered in a self-paced format with guidance provided by the FBLA adviser.

Students enhance their leadership skills, expand their business knowledge, contribute to their local communities, and earn recognition by immersing themselves in their school, community, and FBLA programs.

Starting last year, national FBLA modified the BAA program to follow a more curriculum-based structure in which students will complete modules in order to receive recognition. There are four levels of the BAA, with each level increasingly challenging your high school students to expand their leadership skills and showcase their talents:

There are four levels to the Business Achievement Awards.

BAA Levels	Due Date
LEVEL 1: CONTRIBUTOR AWARD	APRIL 1
LEVEL 2: LEADER AWARD	APRIL 1
LEVEL 3: ADVOCATE AWARD	APRIL 1
LEVEL 4: CAPSTONE AWARD	MAY 3

To learn more about the BAAs, visit the FBLA Learning Center at <https://learn.fbla-pbl.org/>.

FBLA-Middle School Lead Program

The LEAD Awards are a middle school leadership development program that are aimed to enhance leadership skills and familiarize themselves with the FBLA organization.

Participating students have the opportunity to enhance their leadership skills, expand their business knowledge, contribute to their local communities, and earn recognition by immersing themselves in their school and communities.

LEAD Awards program follows a curriculum-based structure in which students will complete modules in order to receive recognition. There are two levels of the LEAD, with each level increasingly challenging your students to expand their leadership skills:



Members are introduced to the foundations of FBLA and learn how to best take advantage of the opportunities available to members through three courses:

1. Welcome to FBLA-ML
2. Making the Most of Your Experience
3. Introduction to Leadership



These 4-hour courses take a deep dive into specialized content areas. Courses may be repeated. New courses continue to be added throughout the year.

Currently available:
Time Management

Check out the official information in the FBLA Learning Center.

Champion Chapter

Champion Chapter is a series of membership engagement-focused challenges that chapters may complete for national recognition. By completing activities, chapters accrue points. Completing activities across four sections (to accrue points) will result in Champion Chapter recognition, with a banner for the adviser's classroom/meeting space or school award case. Additional incentives such as ribbons at conferences, national recognition in publications, and plaques are available.

- **SUMMER STARTER**
August 1 to September 15
- **SHAPING SUCCESS**
September 16 to November 10
- **SERVICE SEASON**
November 11 to December 31
- **CTE CELEBRATION**
January 1 to March 1
- **CHAMPION PLUS**
March 2 to May 1

Champion Chapter is open to all active chapters. Chapter advisers may view the activity list for each section using the [Champion Chapter Chart](#).

Student Challenges

Student challenges provide opportunities for students to compete in a variety of areas throughout the school year. Different from the National Awards Program, which are our official Competitive Events, student challenges are typically hosted by our partners throughout the year.

Currently Available Challenges

- Virtual Business Management Challenge (Fall 2022)
FBLA members are given the chance to be the boss of their own company in an online business simulation.
- Virtual Business Personal Finance Challenge (Fall 2022)
FBLA members test their financial literacy skills by making personal finance decisions for a simulated person.

Check out the official information through the FBLA Learning Center.

Partner Programs & Resources

Student partner programs provide opportunities for students to compete in a variety of areas throughout the school year. Different from the National Awards Program (competitive events), partner programs & resources are often presented in collaboration or hosted by our partners throughout the year.

March of Dimes Partnership

Founded by President Franklin D. Roosevelt, the March of Dimes is a non-profit organization that has saved millions of premature babies over the course of the last 75 years through funding medical research and providing support for families in need.

Through the 40 years of partnership with the March of Dimes, FBLA has consistently ranked as the top organizations fund-raising partner, raising over \$15 million dollars. March of Dimes has connected with hundreds of thousands of FBLA members across the nation with its inspiring mission, vision, and values.

Through our unique partnership with the March of Dimes, chapters have an opportunity to apply for the March of Dimes grant. The grant recognizes chapters with innovative ideas and projects that enhance the growth, recognition, and support of FBLA and the March of Dimes partnership. Local chapters may receive grants up to \$1,000. The application can be found on the national website.

Nevada FBLA has been a proud partner of the March of Dimes and continues to bring innovative ideas to their fundraising efforts. There are many opportunities for members to participate with the March of Dimes, such as the March for Babies event.

State Officer Team Program of Work Overview

The Nevada FBLA State Officer Team has an exciting year ahead of them. They are focused on the following items:

Grow enthusiasm

- Regional meetings every season, social media takeovers, monthly workshops
- Increase enthusiasm for NLC with social media posts

Grow engagement

- Chapter visits
- Consistent social media posts to ensure members are aware of upcoming competition or leadership events

Grow membership

- Retention of membership for SBLC
- Add 5 new high school and middle school chapters
- Increase overall membership by 10%

Grow recognition

- Increase nominations for the end-of-year awards
- Use social media to highlight outstanding members/chapters/advisers

Grow leadership

- Increase transparency between the members and the State Officers to multiply leadership at a higher rate

The state officers would love to discuss their goals and initiatives further and share how they plan to accomplish each of these. Ask for a chapter visit on our Web site!

National Business Honor Roll

The National Business Honor Roll is designed to recognize those members of FBLA who truly excel in academic preparation for college and an eventual career in the business world. Nevada FBLA recognizes that in order to succeed as a true business leader, our members need to be well prepared in terms of their academics, career skills, and leadership development.

FBLA chapters in Nevada are encouraged to nominate members to be recognized in the National Business Honor Roll who meet the following criteria:

- High School: Overall cumulative GPA of at least 3.5 on a 4.0 scale
- Demonstrated leadership potential through service as a chapter officer, committee leader, or other participation in chapter activities
- Clearly defined career objectives



Members accepted in the National Business Honor Roll will be recognized during the State Business Leadership Conference. In order to nominate members, complete the online form for each nominee at <http://www.nevadafbla.org>.

Online form information will include:

- Name
- Chapter
- Home Address
- Home Phone Number
- Student Email
- Adviser Email
- School Mailing Address
- Current Year in School
- GPA
- Years in FBLA
- Upload Documents to include:
 - Enclose a copy of your most recent report card/transcript or other official report showing cumulative GPA.
 - Enclose a brief resume of FBLA involvement, offices held, etc., as well as other activities.
 - Enclose a one-page statement outlining your career objectives, your plans for achieving these goals, and how membership in FBLA contributes to these plans.

Submit nominations at <https://nevadafbla.org/national-business-honor-roll-application-form/>

Nevada FBLA Student/Adviser Participation Forms Instructions

The Adviser Conduct & Student Permission/Medical Release Forms contained in this packet apply to all Nevada FBLA sponsored events for the School Year.

During the year, Advisers are required to indicate their possession of the combined Student Permission/Medical Release Form by completing the Statement of Assurance form in this packet and sending a copy of it in prior to each state-sponsored event.

The following guidelines govern this process:

1. Each FBLA member is to complete and submit to their adviser the Permission/Medical Release Form contained in this packet which encompasses the Conduct Code Endorsement, Permissions to Attend Nevada FBLA Sponsored Activities, authorization to use pictures or student name in publications, Release of Claim for Damages and Emergency Medical Treatment Authorization.
2. Advisers do not have to submit the Student Permission/Medical Release Forms to Nevada FBLA, but must keep them in their possession and bring them with them to each in-state Nevada FBLA sponsored activity. Once a student has completed this form the same form can be used for the duration of the school year in which it is submitted. A new form must be collected at the start of the school year for returning students (i.e. the previous year's form cannot be used).
3. Each Adviser must submit the Adviser Conduct form before participating in their first Nevada FBLA sponsored event of the year. Once this form is submitted it is valid for the duration of the school year in which it is submitted. A new form must be submitted at the start of the next school year. **Submit through Nevada FBLA's online submission form.**
4. Each Adviser must submit a *separate* Statement of Assurance Form at the designated deadline prior to each in-state Nevada FBLA sponsored event of the school year. This Statement indicates that the adviser has the Permission/Medical Release Form for each and every student who will be participating in that event and will bring those forms with them to the event. **Submit through Nevada FBLA's online submission form.**

Instructions for Advisers:

As leaders and teachers of young professionals, it is important that we prepare our students for the events to come. The intent of these forms is to protect your students and yourself as well as Nevada FBLA.

Onsite Chaperoning During Nevada FBLA Sponsored Events

Having your students check in with you at least three times per day is vital when participating in FBLA-sponsored activities. As their adviser, you can help to eliminate frustrations on the part of your students. It also makes things run more smoothly for your chapter. If needed, check with experienced advisers for help – no one is perfect and knows everything, and it is important that you ask your students how things are going and about any challenges or frustrations they are experiencing. Again, be positive and supportive. Most challenges can be solved with patience, and by working through the situation. Asking your officers to help with chapter management can be a great support.

Let your students know of your whereabouts. Be sure that they are aware of your event assignments so that they can quickly locate you if a challenge arises. Have your students work together to help each other in case of conflicts and to remind each other of the times and locations for their activities. When you are assisting with an activity, have your students mark their programs as to where you will be located.

Ask them if they are having a good time. If possible, help them to have a better time. Remember, there is nothing like positive feedback by your group upon returning home.

Remind students to thank those who conduct their events. All event staff and judges are volunteers. If you plan to use parent chaperones, let your officers plan a special way to thank them at the conference.

Publicity

Your chapter and Nevada FBLA need all of the publicity we can get. Use participation in Nevada FBLA sponsored activities to generate some positive publicity. A news release for your chapter distributed to local and school press outlets is always a good idea.

Special Needs Students

Our office makes every attempt to accommodate special needs students at state events. If you contact us prior to any scheduled event, we can make the conference and competition as barrier free as possible.

Standards of Behavior

A concern at any student conference is the standard of conduct. FBLA is no exception. The state staff has worked hard to let the conference staff know how important their role is in making our conference a success, so the image students and advisers make during FBLA events is vital. Our members exhibiting a business-like image to the conference staff, guests, and judges, are extremely important.

Visibility

Drop in and check on your students. Performing a "head count" from time to time is important but be sure to physically see every student during the event. Ask questions about events and have a conversation with them so you can see how they are doing. With all of this, you will know that your students have been accounted for which helps prevent challenges.

Student Conduct

It is the responsibility of the local adviser to oversee the conduct of their students throughout the event. Advisers are responsible for ensuring that their students stay engaged, fully participate, and abide by the Student Code of Conduct for every event. For overnight trips, advisers are responsible for conducting curfew checks and ensuring that their students know of the requirement that they remain in their rooms throughout the night.

Meet challenges head-on in a positive manner! Do not let things get out of hand – do your part, tactfully. Ask other advisers for ideas if you are not sure how to handle minor situations.

Discipline Policies

The following are general consequences that the state staff and student's chapter adviser/chaperone may choose to follow:

1. Use or Possession of Drugs/Alcohol

Adviser: a) Student sent home. A student who is present when drugs/alcohol are being used is subject to the same consequence.

State Staff: a) Parent and school notified.
b) Student sent home and disqualified from event and possibly future events.

2. Stealing/Shoplifting

Adviser: a) Student sent home.

State Staff: a) Student sent home and disqualified from event and possibly future events.

3. Vandalism (including pulling fire alarms)

Adviser: a) Student who intentionally vandalizes is sent home.

State Staff: a) Student sent home and disqualified from event and possibly future events.

4. Cheating

Adviser: a) If an adviser has direct awareness of cheating by student(s), the information is made known to the management team immediately.

State Staff: a) Student sent home and disqualified from event and possibly future events.

5. Leaving Conference Area

Adviser: a) Advisers should be aware of where students are and their form of transportation.

b) An adviser who leaves the conference should check out at headquarters.

State Staff: a) Students leaving conference area, without approval from their adviser, will be sent home and disqualified from event and possibly future events.

Dress Code

Delegates Attending Nevada FBLA Sponsored Activities

The following guidelines have been developed to clarify the dress code used at all FBLA conferences (regardless of locations).

ACCEPTABLE CASUAL ATTIRE

(Travel to/from conferences, dances, and non-conference activities such as shopping, sightseeing, or going out for meals, denim in good taste is allowed at FBLA conferences)

Males: Slacks, cords, knee length walking shorts, sports shirts, and FBLA t-shirts and sweatshirts. NO gang related clothing or accessories allowed. All clothing must be in good repair and proper size. Undergarments may not show outside of over garments.

Females: Slacks, cords, skirts, blouses, sports shirts, knee-length walking shorts, and FBLA T-shirts and sweatshirts. No gang related clothing or accessories allowed. All clothing must be in good repair and proper size Undergarments may not show outside of over garments.

ACCEPTABLE BUSINESS ATTIRE

(Opening/ Closing Sessions, event competition, scholarship interviews, state/national officer interviews, workshops)

Males: Dress slacks, dress shirt, tie, dress shoes and socks, (no tennis shoes or flip-flop sandals), sweater and/or sport coats. A dress suit or FBLA blazer is always appropriate. Shirts are to be tucked in. Belted pants.

Females: Dress (professional business), dress slacks, skirt (not to exceed 3 inches above knees), blazer, dress blouse or collared shirt, coordinated shirt/ blouse, city shorts, dress shoes, (professional business) (no tennis shoes or flip-flop sandals). A dress suit or a FBLA blazer is always appropriate. Nylons are recommended with all professional dress.

Activities such as swimming, sunbathing, jogging, or tennis warrant appropriate recreational attire for that activity.

At any time during the conference while on-site (including hotels), you must be in casual or business attire.

Adviser Code of Conduct

FBLA’s programs offer training to those students who have career objectives in the fields of business, management, entrepreneurship, and technology. Individual conduct and appearance is a portion of this training. Attendance at any Nevada FBLA sponsored conference or activity is a privilege. Setting a good example is a goal of teaching and students participating in Nevada FBLA conferences and activities are impressionable; therefore, a code of conduct is set for advisers. By signing this agreement, the adviser also agrees to the tenants of the Participant Code of Conduct and the Dress Code. Violations of these practices and procedures, as established, will be referred to the Executive Director, the Nevada FBLA Board and the adviser’s school administrator.

1. Advisers will be held accountable for communicating the responsible behavior, conduct, and attire of all students, chaperones, and guests from their chapter. The codes govern the behavior of advisers as well as students.
2. As stated in the Participant Code of Conduct, item seven, advisers will serve as role models and ensure that all of their participants attend and actively engage in all sessions at conferences in which they attend.
3. Advisers are held responsible for their students’ actions. An adviser must take the appropriate disciplinary steps as defined in the Participant Code of Conduct and/or as directed by the Board of Trustees or the Conference Conduct Committee.
4. When advisers are assigned job duties during activities, it is the responsibility of that adviser to promptly carry out those duties.
5. Advisers are responsible for being available to their students and other advisers 24 hours per day. This responsibility begins from the time parents/guardians leave students with the adviser until the time they pick them up after the activity.
6. Advisers are responsible for knowing the whereabouts of all of their students at all times. Each adviser must have with them at all activities and conferences:
 - Each participant's signed Participant Code of Conduct;
 - Each participant's signed Emergency Medical Treatment Authorization Form; and
 - A list of each student's names, parent/guardians’ names, and phone number.
7. Each adviser and supervising adult must attend designated adviser meetings at conferences.
8. Advisers must report any conduct violations to a current member of the Nevada FBLA State Staff.
9. All judges' decisions are final. Concerns about event management and/or judging may be communicated through writing to the State Staff no later than one month from the last date of the event.
10. Advisers **MUST** abide by the policy of the Executive Director and State Director before conducting out-of-state travel for the National Leadership Conference (NLC).

By signing the Nevada FBLA Adviser Code of Conduct, the adviser agrees to abide by the rules set forth in this document. Additionally, the adviser agrees to abide by the judgment set down by the Nevada FBLA State Staff in any disciplinary action. Advisers may appeal a ruling with a letter to the State Staff giving an explanation of circumstance that may have been outside of the advisers control, within one month after the ruling. In addition to the consequences stated in the Participant Code of Conduct, any violation of these codes will also result in the adviser to student ratio being reduced for a period of time to be designated. This signed form is required in order to attend all recognized Nevada FBLA activities.

(Typing/writing your name in the box below serves as your signature and confirmation of understanding):

Adviser Signature:	
Chapter Name:	
Date:	

Code of Conduct Form

THIS DOCUMENT CONTAINS FIVE (5) TOTAL PAGES
ALL NEVADA FBLA SPONSORED ACTIVITIES 2022-2023
- Revised August 2016 -

Student Code of Conduct

Attendance at any Nevada FBLA sponsored conference or activity is a privilege. The following conduct policies will apply to all delegates: students, alumni, advisers, and any other authorized persons attending the activity. This form must be signed by each student and alumni (under 21) attending a NEVADA FBLA activity and submitted to the chapter adviser prior to the respective registration deadline. The chapter adviser must have a completed copy of the permission/medical release 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 conference.

Delegates shall abide by the rules and practices of *NEVADA FBLA and school district policies* at all times to, during, and from the designated point of origin of the activity. Delegates shall respect and abide by the authority vested in the NEVADA FBLA organization. The standards outlined in this document constitute the Nevada FBLA Code of Conduct.

The following shall be regarded as severe violations of the NEVADA FBLA Code of Conduct:

Should a conduct code violation occur for item 1 through 7 below, regardless of when exposed, the violating student(s) will be sent home and will not be eligible to attend any other state, regional, or national conference during that school year. If the violation warrants it, law enforcement may also be notified. Determination of penalties for violations will be at the discretion of the State Management Team or the Board of Directors/Trustees.

1. **Alcohol, Drugs and Tobacco:** a student shall not possess, use, transmit, be under the influence of, or show evidence of having 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 circumstances, on public or private properties.
2. **Curfew:** Committing serious violations of curfew regulations as outlined in item 9 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. **Serious Violations** of the student conduct code of the school district or school that the student represents.
6. **Private Transportation:** Driving or riding in a private automobile during a conference, unless accompanied by an authorized adviser. (Delegates are to be housed at the conference site) Occasionally a chapter adviser, under special circumstances, may allow a student to drive or ride in a private automobile to a conference. These students are required to complete a "Permission to use Private Transportation" form to the chapter adviser prior to the conference. Permission to drive/ride applies to transportation of

the student named on the form and only to and from the conference site. Once a driving/riding delegate has arrived at the conference site, he/she shall not be in a private automobile again until leaving the site at the end of the conference.

- 7. 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.

The following shall be other violations of the NEVADA FBLA Code of Conduct:

Should a conduct code violation occur for items 8-12 below, regardless of when exposed, the violating student(s) may be sent home and may not be eligible to attend any other state, regional or national conference during that school year. Determination of penalties for violations will be at the discretion of the State Management Team or the Board of Directors/Trustees or local Adviser.

- 8. Conference Conduct:** Failing to wear the supplied conference ID badge and wristband (when provided) 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 (including workshops, competitive events, committee meetings, etc.) for which a delegate is registered (unless engaged in a specific assignment taking place at the same time); not abiding by the rules and regulations of FBLA 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.
- 9. Curfew:** Failing to be in your assigned hotel room from the curfew time designated in the conference program until 6 a.m.; 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 any other unnecessary disturbance or participating in any other inappropriate activity after the designated curfew time.
- 10. Dress:** Failing to abide by the dress regulations established for the conference, as outlined in the Dress Code.
- 11. Personal Conduct:** Failing to report accidents, injuries or illnesses immediately to the local FBLA Adviser; failing to keep adult advisers informed of activities and whereabouts at all times; failure to comply with established grievance process for disputes about competitive event results/processes (including personally confronting judges or event administrators); 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 visibly 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.
- 12. 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.

Individual School District Policies may supersede the code of conduct.



NEVADA FBLA DELEGATE PERMISSION/MEDICAL RELEASE
(Students and Alumni are collectively referred to as "Delegates" in this document)

**Conduct Code Endorsement, Permissions to Attend Nevada FBLA Sponsored Activities,
and Authorization to use pictures or student name in publications.**

Release of Claim for Damages, Emergency Medical Treatment Authorization:

Name of Delegate: _____ Date: _____
Home Address: _____
Phone: _____ Date of Birth: _____
Name of High School: _____ Phone: _____
Adviser (s) in Charge: _____

This is to certify that *the above-named delegate* has my permission to attend all Nevada FBLA sponsored activities for the 2020-2021 School Year. I also do hereby, on the behalf of *the above-named delegate* absolve and release Nevada FBLA, the school officials, the FBLA chapter advisers, conference staff, and Nevada FBLA staff from any claims for personal injuries/damages which might be sustained while he/she is en route to and from or during the FBLA sponsored activity.

I authorize the above-named adviser or the Nevada FBLA staff to secure the services of a doctor or hospital for *the above-named delegate*. I will incur the expenses for necessary services in the event of accident or illness and provide for the payment of these costs.

I grant permission to Nevada FBLA and its staff/contractors, State Department of Education, 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 Nevada FBLA to crop, treat, edit, or otherwise modify the photographs, video footage, silhouettes, and audio clips at their discretion.

I also understand that the chapter adviser determines the criteria at the local site, for individual students and alumni to attend and participate at all FBLA activities.

We have read and agree to abide by the supplied Nevada FBLA 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 disqualified and sent home at their/their family's expense and/or be removed from office if in an officer status. 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 result from violation of any of the above guidelines.

Student Signature _____ Date _____
Parent / Guardian Signature _____ Date _____
Chapter Adviser Signature _____ Date _____
School /ROP Official Signature _____ Date _____

MEDICAL INFORMATION

Name of Delegate: _____ Date: _____

Known allergies (drug or natural) _____

Special medication being taken _____

Date of last tetanus shot _____

History of heart condition, diabetes, asthma, epilepsy or rheumatic fever _____

Any physical restrictions _____

Other conditions _____

Family doctor _____ Phone _____

INSURANCE INFORMATION

Company Name _____ Policy Number _____