

Montana FCCLA
State Leadership Conference
March 25 – 27, 2012
Billings, MT

***"Lights, Camera,
Take Action"***



~Conference Packet #2~

Conference Registration
Instructions

Overview of Registration

The 65th Annual State Leadership Conference will be held March 25 – 27, 2012 at the Holiday Inn Grand Montana in Billings. The conference registration cost is \$45.00 per person; this year's registration fee includes a t-shirt for every registered participant including advisers, chaperons, incoming and current state officers, voting delegates and delegates. You cannot change the size of the t-shirt after the close of registration on February 28, 2012.

Online Conference Registration

It's time to register for the 2012 SLC! Registration will be completed online using the Montana FCCLA Web site at www.mtfccla.org under the Events Page. *PLEASE NOTE:* This is the second step in SLC registration. Do not confuse this Conference Registration with your On-Line Event Registrations for Proficiency Events, STAR Events, Career Tracks and/or Leadership Seminar Registrations - that had to be completed on-line by January 31, 2012.

Access the Online Conference Registration using the same Username and Password that was used for event registration:

1. This is password protected – for adviser's ONLY to use.
2. Provide your username and password as prompted.
3. Click on the blue SLC Registration.
4. Follow the instructions on the screen to complete the conference registration.
5. Once registration has been completed, please send a check made payable to Montana FCCLA with a copy of your registration, **postmarked by February 28, 2012**, to:

Montana FCCLA
PO Box 20996
Billings, MT 59104-0996

ADDITIONAL FORMS: Other forms that need to be printed (under Documents/Forms at www.mtfccla.org), completed and mailed with your check include:

2012 SLC Bus Availability
2012 Chaperone Duties Registration
2012 Knowledge Quest Registration
2012 Officer Registration

REGISTRATION DEADLINE: This registration will close on **FEBRUARY 28, 2012** and all changes after this date will have to be made through this office.

REMINDER: To attend the State Leadership Conference, affiliated members must be registered as one of the following: STAR or Proficiency Event participant, Career Track participant, Leadership Seminar participant, Current or New (Incoming) State Officer, Co-Star, Capture Crew. **No exceptions will be allowed, and registrations will be checked to ensure appropriate registration for each attendee.**

NATIONAL AFFILIATION: The deadline for National Affiliation was February 1, 2012. If you do not affiliate at some point with National, your Chapter cannot attend the State Leadership Conference. If you have not sent a copy of your National Affiliation earlier, you need to include a copy of your affiliation with your SLC registration – be sure to include the page(s) with the list of students!

Please review the following information prior to completing your 2012 SLC Registration. This packet is available on the web site for future reference.

“Co-Stars” – Host/Hostess Positions

Information was emailed to all advisers in January regarding the availability of host/hostess positions at the State Leadership Conference. The application is posted on the MT FCCLA Web site on the Form/Documents page. Completed applications are due by **February 10th** to Connie Dempster at the Montana FCCLA – Billings Office, P.O. Box 20996, Billings, MT 59104-0996. Since this is an application process; the chapter adviser will be notified by February 20th of the results of this process. If the student is accepted, please list the “Co-Stars” student as a delegate in the online conference registration.

Capture Crew Positions

Information was emailed to all advisers in January regarding the availability of ‘Capture Crew’ positions at the State Leadership Conference. The positions have been filled, and advisers have been notified of the outcome of member applications. If the student was accepted, please list the Capture Crew student as a delegate in the online conference registration.

Chaperone Policy

Chapters must provide adult chaperones based on the number of chapter members attending the SLC:

- 1-8 members need one adult;
- 9-16 members need two adults;
- 17-24 members need three adults;
- 25-32 members need four adults;
- 33-40 members need five adults;
- 41-48 members need six adults; and so on.

“Adult” is an adviser, teacher, parent, or alumni who attends the conference. Chapters must pay for all chaperones as well as delegates (except current state officers) attending the SLC. If your chaperone is unable to help with judging and other duties at the conference, you should not consider this individual as a chaperone. Bus drivers that are listed as a chaperone must be available to drive their bus for off-site events or help with other duties at SLC to be considered a chaperone.

SLC Voting Delegates

Two of your delegates need to be designated as voting delegates in the space provided on the SLC Online Registration Form. **No District Officers can serve as voting delegates.**

Information for District Officers

All new District Officers and new District President Advisers in attendance at SLC are required to attend a MANDATORY new district officers meeting on Sunday, March 25 from 6:15 pm – 7:00 pm. Location will be determined and listed in the program. District officers are also encouraged to attend the first two awareness sessions on Monday led by our keynote speaker.

SLC Dress Code

The image of FCCLA is reflected by members' dress. In September 2010, the Montana State Executive Council adopted an official dress code for Montana FCCLA, and it is available on the Montana FCCLA Web site. This dress code will be strictly enforced during the State Leadership Conference. Advisers are expected to brief their students and chaperones to wear appropriate clothing during the SLC and all off-site events as outlined in the Dress Code. Students who are NOT dressed accordingly will be sent to their rooms to change before being admitted to any general session including the awards session and the dance.

**Everyone attending the "Dancing with the Stars" dance is expected to wear the State T-Shirt and can choose to wear this with jeans. The State T-Shirt cannot be altered, cut, sleeves removed or rolled, shirts tied up – it must remain as intended. This is the only time jeans will be allowed.*

SLC Hotel Room Blocks

The following hotels are holding room blocks for Montana FCCLA for March 25 – 27, 2012:

Holiday Inn Grand Montana ~ 5500 Midland Road ~ Billings, MT 59101
Double Room – Flat rate of \$85.00 plus tax (up to 4 people allowed per room)
Block Identification: MT FCCLA
Release Date: Feb 29, 2012
Phone: 1-800-465-4329 or 1-406-248-7701
Check-In: 4:00 p.m.

Billings Hotel ~ 1223 Mallowney Lane ~ Billings, MT 59101
Double Room – Flat rate of \$74.00 plus tax (up to 4 people allowed per room; includes a hot breakfast)
Block Identification: FCCLA
Release Date: March 10, 2012
Phone: 1-800-537-7286 or 1-406-248-7151
Check-In: 3:00 p.m.

SLC Schedule for Planning Arrival at Conference

Registration Packet Pickup: Yellowstone Room at the Billings Hotel from 1:00 P.M. till 3:30 P.M. on March 25, 2012. Please note: registration packet pickup is in a different location than previous years. Please enter the Billings Hotel Convention Center on the north side entrance by the large parking lot instead of entering through the lobby doors to prevent congestion in the hotel during registration hours. Your conference registration packet will include among other items a SLC program, nametag, and meal tickets for each person registered. You will then proceed to the T-Shirt table to pick up your T-Shirts. The chapter adviser and one helper should do this.

Leads and Assistant Leads Event Meeting: All Leads and Assistant Leads of both Proficiency and STAR Events will have a meeting beginning at 2:30 P.M. on March 25, 2012. See program for where this meeting will be held.

Event On-Site Registration: On-site registration will be at 4:00 P.M. on March 25, 2012 for all Proficiency Events, STAR Events, Career Tracks, Leadership Seminar, State Officers and Co-Stars. See SLC program (picked up at registration) for on-site registration locations. Only one member of each team in Proficiency and STAR Events is required to report for on-site registration.

- Those participating in display events should be prepared to setup at their on-site registration.
- Those participating in Consumer Event, Job Interview, Busboy/Busgirl, Waiter/Waitress, Storytelling, and Parliamentary Procedure should be prepared for orientation, testing, and/or completing an application immediately following on-site registration.

Superstar Social

During the 2012 Montana FCCLA State Leadership Conference before the opening session from 7:30 – 8:00 pm, be sure to bring Hollywood Stars for the "Superstar Social!" During the Superstar (Student) Social, chapter members will interact with each other and trade chapter Hollywood stars. Each chapter is asked to make a unique and original star with their chapter name on it. Make lots of them for all of your chapter members, because they won't want to miss out on the action! By trading and receiving new stars, members will make new friends, run into old ones, and hopefully they will get to meet the members of the State Executive Council. Challenge them to collect as many stars as possible!

New this year – The State Outreach Project Wish Room

This year, the State Executive Council is introducing a new activity to be held during the State Leadership Conference – The State Outreach Project Wish Room! Encourage your chapter members to attend on Monday, March 26 from 3:00 until 4:30 P.M. located in the Ralston Room in the Holiday Inn Trade Center to get involved with fun activities to help Montana FCCLA raise additional funds for the Make-A-Wish Foundation of Montana. Activities include Swishes for Wishes, Minute to Win It Games and making origami stars for display. It's just \$1.00 to attend, so go find a buck to help us reach our goal of an additional \$1,000 donation and have

some fun with fellow FCCLA members in The Wish Room! Adviser and chaperones are also welcome to attend!

Billings Hotel & Convention Center Changes

The Billings Hotel & Convention Center has gone through some changes this past year, and they now have new room names and numbers for their convention center and meeting rooms. The changes are listed below. Advisers – please notice how these names are very similar to the Holiday Inn’s meeting rooms names. This year, it will be IMPERATIVE all students read the event locations listed in the program carefully since there are duplicate names between the two hotels: Holiday Inn (HI) and Billings Hotel (BH).

Room Name & Number Changes for 2012 Montana FCCLA State Leadership Conference:

Former Name/Number	New Name/Number
Trapper	Boulder
Scout	Stillwater
Prospector	Big Horn
Homesteader	Yellowstone
Rancher	Gallatin
South 40	Jefferson
North 40	Little Missouri
Explorer	Madison
Board Room	Rosebud
Ballroom	Ballroom
Gift Shop/Executive Board	Executive Board
Parlor 101	Parlor 1001
Parlor 109	1009
Parlor 110	1010
Parlor 118	1018
Parlor 119	1019
Parlor 130	1030
Parlor 131	1031

Additional Questions?

If you have additional questions regarding the State Leadership Conference or Online Conference Registration, please contact Megan Vincent, State Adviser at 444-3599 or mvincent2@mt.gov.

State Leadership Conference Tentative Schedule March 25-27, 2012

This is a **TENTATIVE** schedule – times can change. Consult your program when you arrive at SLC Registration. Locations cannot be determined until after On-Line Event Registrations have been processed.

Sunday ~ March 25, 2012

1:00 pm – 3:30 pm	Registration <i>(Late: Packets will be in Ponderosa Room – HI)</i>	Yellowstone – Billings Hotel
2:30 pm – 3:30 pm	Proficiency/STAR Event Leads & Assistants Meeting with Headquarters Coordinators	Consult Program
3:30 pm – 5:30 pm	National Officer Candidates	Consult Program
4:00 pm – 4:30 pm	On-Site Registration <i>(This applies for all Events, Career Tracks, & Leadership Seminar.)</i>	Consult Program
4:00 pm – 4:30 pm	Meeting with Co-Stars; Meeting With New & Current State Officers	Consult Program
5:00 pm – 6:00 pm	2011-12 State Executive Council Dinner	Consult Program
5:00 pm – 6:30 pm	Dinner for Delegates	On Own
6:15 pm – 7:00 pm	All New Incoming District Officers & New District President Advisers Meeting	Consult Program
6:45 pm	Posting of Competition Times	Consult Program
7:15 pm – 7:45 pm	Advisers Meeting	Consult Program
7:30 pm – 8:00 pm	Student Social	Trade Center – HI
8:00 pm – 10:00 pm	Opening General Session & Business Meeting	Trade Center – HI

Monday ~ March 26, 2012

Breakfast on Own

7:30 am – 7:50 am	Orientation for Proficiency/ STAR Event Judges & All Event Leads	Consult Program
8:30 am	Buses will load for Career Tracks	
8:00 am – 12:00 pm	Awareness Sessions	Consult Program
8:00 am – 12:00 pm	Proficiency/STAR Events	Consult Program
9:00 am – 3:00 pm	Leadership Seminar	Consult Program
11:30 am – 1:00 pm	Lunch Provided	Consult Program
11:45 am – 1:00 pm	VIP Luncheon	Consult Program
1:00 pm – 4:00 pm	Proficiency/STAR Events Continued	Consult Program
1:00 pm – 3:00 pm	Awareness Sessions	Consult Program
1:00 pm – 4:00 pm	2011-12 Incoming State Officers Meeting	Consult Program
3:00 pm	Knowledge Quest	Consult Program
3:00 pm – 4:30 pm	State Outreach Project Wish Room	Ralston – HI Trade Center
5:00 pm – 6:00 pm	Current & Incoming State Executive Council Dinner	Consult Program
5:00 pm – 5:30 pm	Viewing of Displays	Consult Program
5:30 pm – 5:45 pm	Removal of Display Events <i>(Please be timely so that rooms can be released.)</i>	
5:30 pm – 7:30 pm	Dinner On Own	
8:00 pm – 11:00 pm	Second General Session Final Walk & Installation Ceremony “Dancing with the Stars” Dance	Trade Center – HI

Tuesday ~ March 27, 2012

7:30 am – 9:00 am Continental Breakfast Provided Trade Center – HI

8:00 am – 8:45 am New State Officer and Their Consult Program
Advisers Meeting

9:00 am – 9:45 am District Meetings Consult Program

9:45 am – 10:00 am Voting Delegates Meeting Trade Center – HI

10:00 am – 12:30 pm Awards Ceremony Trade Center – HI
(No food or drinks will be allowed.)

15 Minutes after Awards Ceremony:

12:45 pm – 1:15 pm 2012 National Leadership Consult Program
Conference Meeting
(All New State Officers & STAR Event Winners with their Advisers.)