

Michigan Association of Family, Career, and Community Leaders of America Constitution

ARTICLE 1 NAME AND PURPOSE

Section 1. Name. The name of this organization shall be the Michigan Association of Family, Career, and Community Leaders of America, hereinafter referred to as FCCLA. Only the national organization, the chartered state associations, and the affiliated schools shall use the name FCCLA. The letters FCCLA will be officially used to designate members.

Section 2. Sponsor. The sponsor of the Michigan Association of Family, Career, and Community Leaders of America (FCCLA) shall be determined by the Michigan Department of Career Development.

Section 3. Mission and Purposes. The mission of Family, Career and Community Leaders of America is to promote personal growth and leadership development through Family and Consumer Sciences Education. Focusing on the multiple roles of family member, wage earner and community leader, members develop skills for life through character development; creative and critical thinking; interpersonal communications; practical knowledge; and career and technical preparation.

Organized instruction relating to the mission is part of the Family and Consumer Sciences education program in schools. The purposes of the organization shall be as follows:

1. To provide opportunities for personal development and preparation for adult life;
2. To strengthen the function of the family as a basic unit of society;
3. To encourage democracy through cooperative action in the home and community;
4. To encourage individual and group involvement in helping achieve global cooperation and harmony;
5. To promote greater understanding between youth and adults;
6. To provide opportunities for making decisions and for assuming responsibilities;
7. To prepare for the multiple roles of men and women in today's society;
8. To promote Family and Consumer Sciences and related occupations.

ARTICLE 2
MEMBERSHIP

Section 1. Membership. The chartered state association shall consist of affiliated schools composed of students in junior, middle, and senior high school levels. It shall be the policy of the State Association that no person on the basis of race, color, religion, national origin, or ancestry, age, sex, sexual orientation, or marital status shall be discriminated against, excluded from participation in, be denied the benefits or be otherwise subjected to discrimination. This policy of nondiscrimination shall also apply to otherwise qualified handicapped individuals.

- A. State Association. The state association shall consist of all the affiliated schools within the boundary of the state.
 - 1. Charter. The National Association chartered the Michigan Association on May 23, 1946.
 - 2. Good Standing. The state association shall remain in good standing by maintaining policies consistent with those of the national organization and by affiliating annually to the state and national office.
- B. Dues. Dues shall be submitted as directed by the state association.

Section 2. Regions. The state association shall consist of regions. The region shall consist of chapters within the boundary of the designated area.

- A. Good Standing. Regions shall remain in good standing by maintaining policies consistent with those of the state and national organization.

Section 3. Affiliated Schools. Chapters may be certified in middle or junior and senior high schools, public or private, and in area centers where Family Consumer Sciences education is offered. The chapters shall be composed of students possessing the qualifications for membership. Affiliated schools shall have a minimum of nine (9) members and a designated adviser.

- A. Organization. Chapters may be organized whenever, in the judgment of teachers, students, and administrators, it would be advantageous to do so. FCCLA chapters shall consist of students who are or have been previously enrolled in a Family and Consumer Science education course.
- B. Application for Affiliation. The application for affiliation shall be made on forms provided by the national organization. The application should be sent according to policies adopted by the state association along with the state and national dues for each member.

- C. Charters. Chapter charters will be presented to new or reinstated chapters at the annual state meeting.
- D. Good Standing. Chapters shall remain in good standing by meeting regularly and by maintaining policies consistent with those of the state and national organization, and by submitting affiliations annually to the state and national office.

Section 4. Individual Members of Chapters. The types of members within the chapter shall be as follows:

- A. Active Members. Any student who is currently enrolled in a Family and Consumer Sciences education course in a middle/junior or senior high school, public or private, an area center, or previously enrolled in said programs, shall be eligible for membership in any affiliated school of the organization. Such members may retain active membership during the time they are enrolled. Active members shall be eligible to hold office, to make motions, and serve as voting delegates.
- B. Alumni & Associates Members. Alumni and Associates members are former members of Future Homemakers of America, FCCLA, honorary members, current and former Family and Consumer Sciences professionals, teachers, parents, school administrators, employers and business and community leaders. Alumni & Associates have the privilege of attending all meetings or discussions, but shall have no vote.
- C. Honorary Members. Individuals, who have rendered outstanding service to the Family, Career, and Community Leaders of America at the state or national level, by advancing its purposes, shall be eligible for honorary membership. Honorary members shall have the privilege of attending meetings of the organization but shall have no vote. Honorary members shall be governed by regulations set forth by the State Executive Council.

ARTICLE 3 STATE OFFICERS

Section 1. State Officers. The state association shall have the following elected officers: President, Secretary, Vice President of Community Service, Vice President of Programs, Vice President of Public Relations, Vice President of Membership, Vice President of Competitive Events, and Parliamentarian.

Section 2. Qualifications for State Officers. Candidates for state office shall have the following qualifications:

- Active membership in an affiliated school (see Article 2, Section 3) for at least one year and is currently a member.
- Has completed at least one semester of Family and Consumer Sciences Education course.
- Has completed at least one unit of the Power of One Program.
- Has a grade point average of 2.7 or above on a 4.0 scale.
- Be recommended by their chapter in accordance with the information requested on the application form.
- Members can run for office during their 9th, 10th, and 11th grade years.

ARTICLE 4 AMENDMENTS

Section 1. Amendments. The Constitution or Bylaws of the Michigan Association of Family, Career, and Community Leaders of America may be amended at any state meeting by a 2/3-majority vote under the following guidelines:

- A. Amendments may be submitted in writing along with rationale to the State Executive Council by any affiliated school, local adviser, or member of the State Executive Council and/or State Advisory Board.
- B. The State Executive Council shall review and assemble the proposed changes from all chapters in the state and submit them to the State Office at least 45 days prior to the annual state meeting.
- C. The State Office shall submit proposed amendments to the local chapters at least 2 weeks prior to the annual state meeting, who in turn shall instruct their voting delegates how to vote.

Section 2. Arbitration. In case of an emergency the State Executive Council with approval of the State Advisory Board will have the power to act in the best interest of the state association.

Michigan Association of Family, Career, and Community Leaders of America Bylaws

ARTICLE 1 DUES – FISCAL YEAR – BUDGET – AUDIT

SECTION 1. State Dues. Annual membership dues in the state association shall be fixed by the State Executive Council and subject to approval by a 2/3-majority vote of the delegation present at the annual state meeting of the Family, Career, and Community Leaders of America. The annual state dues shall be in addition to the national dues.

Section 2. Fiscal Year. The fiscal year for the Michigan Association shall be for one year, beginning on October 1 and ending on September 30.

Section 3. Budget. The budget shall be prepared by the state office and shall be presented to the State Advisory Board each year for approval.

Section 4. Audit. The financial statement of all income and expenditures prepared by the state office shall be reviewed by the finance committee of the State Advisory Board.

ARTICLE 2 ASSETS

Section 1. Dissolution or Liquidation. Upon final Dissolution or Liquidation of the Michigan Association of Family, Career, and Community Leaders of America, the regions and/or local chapters within the state, and after the final discharge or satisfaction of all outstanding obligations and liabilities, the remaining assets of the state association, regions, and/or executive councils shall be used by their respective boards in accordance with the purposes of the state and national organization or be transferred to a qualified exempt organization within the meaning of Section 501(c)(3) of the Internal Revenue code of 1954.

ARTICLE 3 DUTIES OF STATE OFFICERS

Section 1. Duties of State Officers. All state officers shall attend the meetings of the State Executive Council, share in program planning, assist with regional activities, attend leadership training workshops, state leadership meeting and serve on special committees as designated by the State FCCLA State Executive Council. The President and an officer, selected by the Executive Council, will serve on the State Advisory Board.

- A. President. The President shall preside over all business meetings of the State Association and of the State Executive Council and share in program planning. The President shall also be a member of the State Advisory Board and serve as an ex-officio member of all committees.
- B. Secretary. The Secretary shall keep accurate minutes of each State Executive Council meeting and shall also serve on the State Election Committee.
- C. Vice President of Programs. The Vice President of Programs shall create interest in and participation in the state and national programs.
- D. Vice President of Community Service. The Vice President of Community Service shall coordinate the state community service project, promote it to chapters, and encourage chapters to apply for the community service award at both the state and national levels.
- E. Vice President of Membership. The Vice President of Membership shall promote FCCLA membership throughout the state and encourage chapters to participate in the national membership program. He or she will also serve as chair of the State Membership Committee.
- F. Vice President of Public Relations. The Vice President of Public Relations shall coordinate all public relations activities, including the state newsletter and compile an annual history of the state association.
- G. Vice President of Competitive Events. The Vice President of Competitive Events shall promote participation in Life Skills and S.T.A.R. Events and be knowledgeable of the events.
- H. Parliamentarian. The Parliamentarian shall assist in conducting meetings in a businesslike manner using parliamentary procedure, and will serve as the chairperson of the State Election Committee.

Section 2. Term of Office. The term of office shall be from the close of state meeting to the close of the next state meeting.

Section 3. Absence of the President. In the absence of the president, the vice presidents will serve in the order listed above.

Section 3. Vacancies. In the event that any of the state offices become vacant, the State Executive Council, with the approval of the Advisory Board may make an appointment for the term of office.

ARTICLE 4
NOMINATIONS AND ELECTIONS

Section 1. Nominations. Each affiliated school may nominate a maximum of two candidates for a state/national office. All nominations must be received by the state office by an established deadline.

Section 2. Introduction of Candidates.

- A. The state office shall submit the ballot and a summary of the qualifications of each of the candidates for state/national office to the chapters prior to or if circumstances necessitate, on the first day of on the annual state meeting.
- B. State and National officer candidates will be presented to the voting delegates at the annual state meeting.

Section 3. Election of Officers.

- A. Candidates shall make a presentation at the annual state meeting, and based on this presentation and candidate questioning and interviews.
- B. The voting delegates will vote for up to eight (8) state officers. The eight (8) candidates receiving the most votes will be elected.
- C. The newly elected State Executive Council will then meet to decide which office that, in their best judgments, would suit each individual's skills and character. The state office will coordinate this meeting, but staff will not have a vote.
- D. All state officer elects shall be installed into their office at the annual state meeting.

Section 4. National Officer Candidates. Each affiliated school in the state may nominate one candidate for national office. All nominations shall be submitted to the state office by the established deadline. This candidate is one of the two maximum candidates specified in Article 4 Section 1.

- A. Qualifications for national office are:
 - a. The candidate must currently be an active member in an affiliated school and has been an active member in good standing for at least one year
 - b. The candidate must meet academic requirements consistent with the guidelines as set forth by the national organization
 - c. The candidate must have made outstanding contributions that demonstrate leadership responsibility directly related to the organization.
 - d. The candidate must have the support and approval of the local chapter, chapter adviser, administrator and parents/guardians
 - e. The candidate must have approval from the state association

- f. The candidate must not be a present or former member of the national executive council.
- B. The voting delegates shall interview the candidates and vote by ballot during the annual state meeting. The state association shall nominate the two candidates receiving the highest number of votes as national officer candidates.
- C. The national officer candidates will attend the national meeting and participate in all activities as instructed by the state and national staff.

ARTICLE 5 STATE MEETINGS

Section 1. Annual State Meeting. The annual state meeting shall be held at such a time and place as designated by the state office in consultation with the State Advisory Board. The purpose shall be to elect state officers, to promote state and national projects, to conduct competitive events, and to transact other business as may be properly presented.

Section 2. Voting Delegates. Each affiliated school shall be entitled to send one official voting delegate per ten affiliated members or a major fraction thereof to the annual state meeting. There will be a maximum of ten (10) voting delegates that any one school can send to the annual state meeting.

Section 3. Voting. The privilege of making motions, debating and voting shall be entitled to the voting delegates and the state officers. The privilege of discussion may be extended to non-voting delegates.

Section 4. Special Meetings. The State Office and/or Advisory Board may call special meetings when the need arises given a 30 day notice.

ARTICLE 6 THE STATE ADVISORY BOARD

Section 1. Advisory Board Members. There shall be an Advisory Board for the Michigan Association of Family, Career, and Community Leaders of America composed of:

- State FCCLA Adviser
- State FCCLA Director or his/her designee
- One chapter adviser selected from each region
- The State President and his/her adviser
- A FCCLA state officer, as selected by the Executive Council, and his/her adviser

Section 2. Duties. The duties and responsibilities of the State Advisory Board shall be to:

- Serve in an advisory capacity to the State Executive Council
- Help determine policies and procedures
- Consult with the state office on the work of the organization
- Advise on legal matters
- Advise on matters regarding the budget

Section 3. Meetings. There shall be at least one meeting per year, the time and place to be determined by the state office. Special meetings may be called by the chair or upon request of any five members of the Advisory Board.

ARTICLE 7 THE STATE EXECUTIVE COUNCIL

Section 1. The State Executive Council. The elected and appointed state officers compose the State Executive Council. The State Director or other designated State FCCLA professional staff members shall serve as official advisers to the State Executive Council. Chapter Advisers accompanying the State Officers are consultants to the State Executive Council.

Section 2. Duties. The State Executive Council shall:

- A. Meet with representatives of the State Advisory Board to consider long term procedures as they affect annual goals and projects; and to decide jointly on the short-term procedures
- B. Determine the business to be brought before the delegates at the annual state meeting
- C. Conduct such other business as shall be necessary to facilitate the progress of the organization
- D. Plan the program for the annual state meeting
- E. Be responsible for planning and promoting the state and national goals and projects.

ARTICLE 8 STATE COMMITTEES

Section 1. Special Committees. Special committees may be appointed by the president in consultation with the members of the State FCCLA professional staff to carry out the work of the state association. Special committees may report to the members at the annual state meeting.

ARTICLE 9
REGIONS

Section 1. Regions. There shall be designated regions of the state association based on the general division agreed jointly by the State Advisory Board and the State Executive Council and made known in writing to all affiliated schools in the state.

Section 2. Good Standing. The regional officers and adviser shall adopt a regional constitution and bylaws not in conflict with the state constitution and bylaws, elect officers, and plan all regional activities for the region. Two or more regions may join together providing the same procedures are followed.

ARTICLE 10
PARLIAMENTARY AUTHORITY

Section 1. Parliamentary Authority. *Roberts Rules of Order, Newly Revised* shall govern the business of the Michigan Association of Family, Career and Community Leaders of America in all cases in which they are applicable and in which they are not inconsistent with these bylaws.

Approved March 13, 2002