



OHIO
STATE ASSOCIATION



Career Development Events (CDE)

Students Taking Action with Recognition Events (STAR)

Handbook

Table of Contents

Purpose	Page 1
Intra-Curricular Opportunities	Page 1
Event Descriptions and Categories.....	Page 1
Career Development Events (STAR).....	Page 2
General Information.....	Page 2
Dress Code.....	Page 3
Locations and Dates	Page 4
Registration	Page 4
Competitor Qualification Requirements	Page 4
State Qualifiers	Page 4
Results and Recognition	Page 5
Violations of General Rules	Page 5
Event Release of Liability and Consent Form	Page 5
Annual Teacher Acknowledgement & Certification of Compliance	Page 5
Inclement Weather Policy	Page 5

Purpose

Family, Career and Community Leaders of America (FCCLA), Career Development Events (CDEs) and (STAR Events) are educational activities that are organized and conducted by the Ohio Department of Education, Office of Career-Technical Education, Family and Consumer Sciences (FCS). CDEs are designed to assess student competence and technical skills as detailed in the Family and Consumer Sciences, Hospitality and Tourism, Education and Training Career Field Content Standards.

They are the motivating force that stimulates career interests and personal development of middle school and high school students enrolled in Family and Consumer Sciences course(s) or related career field program/course(s). Career Development Events information including, Ohio only events, may be found at www.ohiofccla.org. Periodically, revisions may occur to CDE operations. All revisions will be found on the Ohio FCCLA website.

Intra-Curricular Opportunities

Participation in CDEs is an exciting, challenging, and engaging experience. It provides opportunities for leadership development, professional growth and recognition. CDEs strengthen Family and Consumer Sciences and related career field programs by increasing student motivation, providing a framework for authentic learning experiences that enhance documented performance assessments.

Event Descriptions and Categories

Individual events evaluate one member's performance and team events evaluate members or chapter's performance as one entry. Team events may have up to three members from the same chapter. All team rules must follow the specific event rubric found at www.ohiofccla.com.

An event category is determined by the member's current enrollment in Family and Consumer Sciences course(s) or related career field course(s) that is taught or could be taught by a person approved by the state education system for teaching Family and Consumer Sciences courses or content areas and are nationally and state affiliated members for Family, Career and Community Leaders of America.

Event Categories are defined as:

- *Junior* (Beginning)– FCCLA chapter members grade 7 through 9
- *Senior* (Advanced) – FCCLA chapter members grades 10 through 12, who are identified as comprehensive members on the national affiliation system.
- *Occupational* (Career Field) – FCCLA chapter members in grades 9-12; who have been or are currently enrolled in a related career field or course, and are identified as occupational on the national affiliation system.

Career Development Events (CDEs)

(See Appendix for a complete list of Career Development Events)

CDEs are competitive events in which members are recognized for proficiency and achievement in chapter and individual projects, leadership skills, and career preparation and offer individual skill development and application of learning through the following activities:

- Cooperative— teams work to accomplish specific goals
- Individualized —an individual member works alone to accomplish specific goals
- Competitive —individual or team performance is measured by an established set of criteria

CDEs promote the FCCLA Mission to focus on the multiple roles of a family member, wage earner, and community leader. Each event is designed to help members develop specific lifetime skills in character development, creative and critical thinking, interpersonal communication, practical knowledge, and career preparation.

- **Foundational Events:** These events, which build basic leadership and skills for life, are for FCCLA members who want to get involved and improve themselves.
- **Leadership Events:** These events provide an opportunity for leaders to gain recognition for their work in their chapters. The event content is designed to be a chapter project led by the team who takes it to the competition.
- **Career Preparation Events:** These events are for members interested in a specific career area. Most events are for only senior and occupational members who have spent time building career specific skills and knowledge, but a few events are open to junior members who want to explore a specific career path.
- **Online Events:** have two participation levels. In Level I, members submit their online, digital project for evaluation. In Level II, the fifteen (15) highest scoring entries are invited to present their digital project, plus an oral presentation, at the National Leadership Conference.
- **Ohio Only:** These events are for members enrolled in a Family and Consumer Sciences course or career field course building basic leadership and specific skills sets. These events are developed in partnership with the Ohio Department of Education and industry leaders. These events are not eligible to proceed to the national level.

General information

- All CDE projects must be completed in the one-year span beginning July 1 and ending June 30
- Chapter advisers should insure that identical presentation(s) are not entered into a CDE event more than once. However, projects entered in any event may be included in the Chapter in Review Portfolio or Chapter in Review Display
- Chapters are allowed to enter only one entry in Chapter in Review Display and one entry in Chapter in Review Portfolio per category
- Chapters may only have one entry per Career Development Event per category.
- Spectators are not allowed to observe any portion of any CDE. Videotaping and/ or audio recording of events is not allowed. *Exception: Media and Business & Industry partners may be escorted into events with prior approval and arrangements made through State Staff
 - A display area may be available
- Members are to maintain a professional attitude and appearance during CDE events

- Members are responsible for their own event material. Any items left behind are not the responsibility of FCCLA and maybe discarded
- Regional CDEs are coordinated by the Ohio Department of Education, Office of Career-Technical Education, Family and Consumer Sciences.

Dress Code

The FCCLA official blazer dress is always appropriate and strongly encouraged, although not required (unless otherwise noted). Official dress includes:

FEMALES

- Red, black, or white polo or oxford shirt (long or short sleeves) *
- Black dress slacks or khaki pants or capris (no shorts)
- Black or khaki skirts – no shorter than 2 inches above the knee
- Black sheath dress
- Dress shoes or sandals
- Jeans, t-shirts, and athletic wear are NOT acceptable

MALES

- Red, black, or white polo or oxford shirt (long or short sleeves) *
- Black dress slacks or khaki pants (no shorts)
- Dress shoes
- Jeans, t-shirts, and athletic wear are NOT acceptable

ADVISERS / CHAPERONES / GUESTS

- Business professional
- Jeans, t-shirts, and athletic wear are NOT acceptable

*Polo shirts and oxford shirts are not required to have the FCCLA logo. *All attire with the FCCLA logo must be purchased through the official FCCLA emblematic supplier. To purchase official FCCLA polo and oxford shirts, visit the FCCLA store at <http://www.co-store.com/fccla>.*

Student dress should contribute to the positive, professional image of FCCLA. CDE participants are expected to adhere to the published dress code for the Recognition Session. CDE Recognition Session exception—Culinary Arts participants are welcome to wear chef's attire during the CDE Recognition Sessions.

For participation in competition, follow event specifications for dress, and wear appropriate clothing for the nature of the presentation. Unless otherwise specified, appropriate clothing in events which do not allow costumes or uniforms includes professional attire (any appropriate colors), the official FCCLA blazer/uniform, or clothing which meets the conference dress code. If attending conference activities prior to or immediately after a CDE presentation, be prepared to change into clothing that meets the conference dress code.

Locations and Dates

- All Career Development Events will be held at locations and dates identified by State Staff
- Culinary Arts Ohio Only Events will be held at separate location(s) and dates identified by State Staff

Registration

- CDE registration – November 15 – December 15
- After December 15 chapters may not add additional events
- By January 20 all names of affiliated members must be entered in to the registration system. However, students name may be changed up till the event
- Any affiliated member can replace a participant in an event
- Each participant must be a paid affiliated member by midnight the night before the event
- All CDE registration fees must be paid before competition date or competitor will be disqualified
- **No refunds** will be issued for cancelled CDE events by the local chapter
- **Annual Teacher Acknowledgement and Certification Form** must be agreed to before submission of CDE registration can be completed

Competitor Qualification Requirements

- CDEs are open to all affiliated middle school and high school students current or previous enrollment in Ohio Department of Education, Office of Career Technical Education approved Family and Consumer Sciences course(s) and/or related career field course(s)
- Members may only represent the school where they are currently enrolled
- Members may compete in one team CDE, and one individual CDE
- Occupational Category members may compete in one team and one individual Ohio Only Events in addition to one team and one individual event (national level events)
- All members must sign the **Ohio FCCLA Program and Event Release of Liability and Consent** and return to the adviser before competing
- Should a member of a team be absent at the preliminary event, it is a local decision if the member(s) move forward in that event
- Members may only qualify for one event at the national level

State Qualifiers

- A rating of 75 or above is needed to qualify for state competition
- Top 10 entries receiving the minimum required qualifying score with representation from each region from each category in each event in the state will be announced as State Qualifiers.
- Official State Qualifiers will be posted on the Ohio FCCLA website **seven (7)** business days following the completion of all preliminary sites.
- Events with less than the 10 registered entries in each category will move directly to state competition
- Events moving directly to state will be announced mid-January

Results and Recognition

- All results initiated by the Lead Event Chair are final
- Gold, silver and bronze will be recognized at the preliminary(Regional) level
- Gold only will be recognized at the state level
- Top three places in each event, in each category will be announced on stage
- All members or representatives must attend the recognition session to receive their award
- It is **expected** that the top two places (announced at State) in each event, in each category will advance to Nationals to compete
- Chapters who miss the deadline must call the state office to request permission for late submission.
- **Adopted Policy 2016** * A \$50.00 late fee, in addition to the event fees, will be charged upon approval by the State FCCLA Adviser(s). The late fee will increase by \$50.00 each week thereafter till January 1st with no submissions granted after January 15.
- Results that are announced or posted are considered unofficial for a period of seven (7) business days of the release. The results shall be declared official and no changes will be made after seven (7) business days from initial release.

National Qualifiers

- It is **expected** that the top two places (announced at State) in each event, in each category will advance to Nationals to compete with the exception of Culinary Team. Only the top place will move forward to Nationals.
- National Qualifiers will be posted **seven** (7) business days after State Leadership Conference
- A rating of 80 or above is needed to qualify for Nationals
- Advisers of National Qualifiers are expected to volunteer at Nationals

Violations of General Rules

Violations of any of the general rules may be grounds for the State FCCLA Staff to disqualify the participants in the event.

Ohio FCCLA Program and Event Release of Liability and Consent

Adviser(s) must obtain a signed Ohio FCCLA Program and Event Release of Liability and Consent form from each member and carry it with them at any sanctioned Career Development Event.

Annual Teacher Acknowledgement and Certification of Compliance

The Annual Teacher Acknowledgement and Certification of Compliance Form must be signed and submitted by the FCCLA adviser(s) to Ohio FCCLA State Staff before competing in any state sanctioned Career Development Event. Failure to having this document signed and submitted to Ohio FCCLA State Staff will result in the competitors being disqualified from the Career Development Event.

Teacher Expectations

- Will serve as a judge/lead/assistant lead
- Provide volunteers to be judges based on registration requirements
- No one with participants in a specific category/event may judge that category/event
- Cannot be in any designated judging areas with your students
- Must exercise professional decorum

Inclement Weather Policy

If inclement weather, emergency or other unforeseen situations are affecting the area or region of and Ohio FCCLA Career Development Event, a decision may be made to delay or cancel. These decisions are made after consulting the national weather service, local weather forecasters, and area law enforcement. The safety of our students, advisers, and partners is our first and foremost priority.

If a level 2 or level 3 snow emergency exists on the event date in the host location of a CTSO event, the event will be cancelled. However, during inclement weather not resulting in a level 2 or 3 snow emergency at the event site, the State FCCLA Staff will consult appropriate experts (such as but not limited to the National Weather Service) to assess potential hazards and consider options for amending event start times or participation schedules to facilitate safer travels, event postponement or cancellation.

Schools will be notified by email and/or telephone of any cancellations or delays as soon as possible after the decision has been made. If such conditions develop during the night and warrant a delay or Cancellation after early morning travel has begun, every attempt will be made to notify advisers through personal cell phones, local media outlets, and alerting state law enforcement.

Event Guidelines

An **individual** event is one that is completed by the individual.

A **team** event is one that is completed by team members (up to 3 members)

A team event is one that is completed by team members, with the exception of Chapter Service Project, Chapter in Review, and Promote and Publicize FCCLA!, which reflect the efforts of other chapter members.

Name of Event	Junior	Senior	Occupational	Individual	Team
Advocacy	•	•	•	•	•
Applied Math for Culinary			•	•	•
Career Investigation	•	•	•	•	
Chapter in Review Display	•	•	•		•
Chapter Service Project Display	•	•	•		•
Culinary Arts			•		•
Early Childhood Education			•	•	
Entrepreneurship	•	•	•	•	•
Environmental Ambassador	•	•	•	•	•
Fashion Construction		•		•	
Fashion Design		•		•	
Focus on Children	•	•	•	•	•
Food Innovation	•	•	•	•	•
Hospitality, Tourism and Recreation			•	•	•
Illustrated Talk	•	•	•	•	•
Interior Design		•		•	•
Interpersonal Communication	•	•	•	•	•
Job Interview		•	•	•	
Leadership		•	•	•	
Life Event Planning	•	•	•	•	•
National Programs in Action	•	•	•	•	•
Nutrition and Wellness	•	•	•	•	
Parliamentary Procedure	•	•	•		•
Promote and Publicize FCCLA	•	•	•	•	•
Recycle and Redesign	•	•		•	
Sports Nutrition	•	•	•	•	•
Teach and Train	•	•	•	•	

Ohio Only Career Development Events

Name of Event	Junior	Senior	Occupational	Individual	Team
Creative Cake		•	•	•	
Culinary Team			•		•
Curriculum Unit Development			•	•	
Garde Manger			•	•	
Language and Literacy			•	•	
Pastry Tray			•	•	
Product Development	•		•		•
Specific Task Assessment Kit			•	•	