

2017 FBLA State Leadership Conference
Hunt Valley, Maryland
March 23-25, 2017

SLC Advisor Information
Advisor Update #9

General SLC Information—Part 2

February 9, 2017

Summary of information included in this document:

1. State Leadership Conference website
2. REMINDER—key deadlines for conference quickly approaching
3. REMINDER—registration closes on February 22 at 5 p.m. (**see important information in yellow below**)
4. March of Dimes basket raffle
5. Production tests for SLC
6. REMINDER—Photos for slideshow during General Sessions
7. Dress code
8. Code of Conduct

1. State Leadership Conference website

All information and forms related to the State Leadership Conference have been posted to the following website: <http://www.mdfbla.org/2017-state-leadership-conference.html>. You have received multiple e-mails regarding the SLC with various attachments. To help keep track of the information and documents, they have all been posted on this one website.

2. REMINDER—Key Deadlines for 2017 Maryland FBLA State Leadership Conference

February 17, 2017	<ul style="list-style-type: none"> ▪ Written reports and other pre-judged materials due ▪ Last day to notify Diana Hegmann (MSDE) of eligible students who will be unable to compete at the SLC
February 22, 2017	<ul style="list-style-type: none"> ▪ Last day to register for conference ▪ Special needs form and special dietary needs form due (submitted online)
February 24, 2017	<ul style="list-style-type: none"> ▪ State Officer Candidate applications due ▪ Scholarship applications due (submitted online)
February 27, 2017	<ul style="list-style-type: none"> ▪ SLC online testing window opens (**NEW FOR 2017**)
March 1, 2017	<ul style="list-style-type: none"> ▪ Last day to submit dues to National FBLA for individuals attending the SLC
March 15, 2017	<ul style="list-style-type: none"> ▪ All money due for SLC ▪ Photos for use in conference slideshow due (upload to http://upload.mdfbla.org/)
March 17, 2017	<ul style="list-style-type: none"> ▪ SLC online testing window closes at 5 p.m. (all testing must be completed by this time) (**NEW FOR 2017**)
March 23, 2017	<ul style="list-style-type: none"> ▪ State Leadership Conference check-in begins at 10 a.m. ▪ Select competitive events begin at Noon ▪ State Officer Candidate mandatory meeting - 11 a.m. at The Hunt Valley Inn Baltimore (must be attended by the candidate running for office, the candidate's local chapter advisor, and the candidate's campaign manager)

3. REMINDER—registration closes on February 22 at 5 p.m.

Remember that online registration for the SLC will close on February 22 at 5 p.m. All participants must register for the conference through the online registration system (<http://nextgen.pixelpointllc.com/>). All money for the conference is due by March 15. Complete information on registration can be found in Advisor Update #6. Attached to this e-mail is a Quick Start guide to using the online registration system.

IMPORTANT: When registering attendees for the conference in the registration system, you will need the t-shirt sizes for all attendees. The size choices are Small, Medium, Large, X-Large, and 2X.

In addition, you will be asked to designate the two students who will be voting delegates for your chapter at the SLC.

Also, each chapter may enter up to three students for the Battle of the Regions event.

Please have the t-shirt size, voting delegate designations, and Battle of the Regions registrants prior to entering the data in the registration system.

4. March of Dimes basket raffle

At this year's State Leadership Conference, we will once again host a basket raffle for the March of Dimes. **We are asking each chapter bring a themed basket to be donated for the raffle.** The raffle drawing will be held during Friday evening's general session. Conference attendees will be able to purchase raffle tickets for a chance to win one or more of the baskets, and will drop their tickets into the containers located in front of each basket. All money raised will be donated to the March of Dimes. As an incentive to being creative and securing great basket items, the chapter who donates the basket that receives the most raffle tickets sold will receive a \$25 gift card for the "Best Basket"! **Complete details on the basket raffle and guidelines/instructions are included in the attached document entitled "March of Dimes Basket Raffle Packet."**

This project has been a huge success for several years with some very creative basket themes and really great gifts. **Please let your students know that tickets will be sold (2 for \$1, 15 for \$5, or 100 for \$20) during the conference so they know to bring money if they would like to participate in this fundraiser for the March of Dimes.**

A special thanks goes to Jessica McGowan, North East High School FBLA Advisor and Maryland FBLA-PBL Board of Directors member, for coordinating and organizing this important project to benefit the March of Dimes. **Any questions related to the basket raffle should be directed to Jessica at jamcgowan@ccps.org.**

5. Production tests for SLC

After registration closes on February 22, 2017 the Maryland State Department of Education will mail out the production skills test piece for those participants in an event that requires you to be on a computer. This includes the following events:

Computer Applications	Spreadsheet Applications
Database Design & Applications	Word Processing

The production skills portion of the event will be taken in the home school prior to the conference and the chapter advisor will bring that portion of the event with them to the State Leadership Conference. If you have a student in any of these events, please get computer time and a proctor scheduled now so that you don't run into a problem as this is a quick turnaround.

6. REMINDER—photos for slideshow during General Sessions

We are compiling photos from all chapters for use in a slideshow that will be shown during the countdown for each general session of the conference (Thursday's opening session, Friday's general session, and Saturday's awards program). This is a great opportunity for your members to have the chance to see themselves on the big screen! The photos can be of your members participating in chapter activities such as chapter meetings, social events, community service projects, regional conferences, etc.

Once your chapter has gathered your photos, please upload them to the following website: <http://upload.mdfbla.org/>.

All photos must be submitted by March 15.

This initiative won't be successful without photos from every chapter, so please start getting your chapter and member photos together now.

7. Dress code

A copy of the dress code is attached to this e-mail. Please share this with your students, other advisors, chaperones, and guests. The dress code applies to all attendees and all portions of the conference with the exception of the Thursday social event and dance, which the students may wear casual attire (jeans, t-shirts, etc.). Please make sure all of your students and chaperones are aware of the dress code so they aren't denied the opportunity to compete or participate in a portion of the conference because they are not in compliance with the dress code. You and your students should arrive dressed in professional attire in accordance with the dress code as there will not be an opportunity to change clothes.

8. Code of Conduct

Please share the Code of Conduct (attached to this e-mail) with your students. Please let them know that they are expected to follow the rules listed in this document. We will once again have police officers on duty from 9 p.m. to 6 a.m. on Thursday and Friday. They will enforce any violations of the code of conduct and the students will be sent home at their expense and/or formal police action will be taken. Please explain the seriousness of this to your students so we can avoid any unfortunate situations.