

## ARTICLE I: NAME

**Section 1. State.** The name of this organization shall be Tennessee Association of Family, Career and Community Leaders of America, Incorporated (FCCLA). Only the State Association and associated chapters shall use the name; those chapters shall be chartered by the State and National Associations. The letters "FCCLA" may be officially used to designate the association, its associated chapters or members thereof.

## ARTICLE II: MISSION STATEMENT, PURPOSES, INSIGNIA, AND CREED

**Section 1. Mission Statement.** The mission of the FCCLA 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 preparation.

**Section 2. Purposes.** 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.

**Section 3. Official Emblem.** The emblem of the Tennessee Association of FCCLA shall be the official emblem as designated by the National Association of Family, Career and Community Leaders of America.



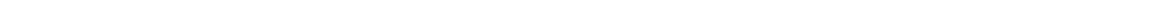
**Section 4. Official Colors.** The official colors for the Tennessee Association of FCCLA shall be the same as the National Association colors, which are red and white.

**Section 5. Official Flower.** The official flower for the Tennessee Association of FCCLA shall be the same as the National Association flower, which is the red rose.

**Section 6. Creed.** The Creed for the Tennessee Association of FCCLA shall be the same as the National Association Creed, which is:

- We are the Family, Career and Community Leaders of America.
- We face the future with warm courage and high hope.
- For we have the clear consciousness of seeking old and precious values.
- For we are the builders of homes. Homes for America's future.

Homes where living will be the expression of everything that is good and fair.  
Homes where truth and love and security and faith will be realities, not dreams.  
We are the Family, Career and Community Leaders of America.  
We face the future with warm courage and high hope.



## **ARTICLE III: ORGANIZATIONAL STRUCTURE AND MEMBERSHIP**

**Section 1. State.** The Tennessee Association of FCCLA is a Career and Technical Student Organization consisting of chartered chapters.

- A. This association accepts in full the provisions in the Bylaws of the National Organization of FCCLA, the parent organization.
- B. No part of these Bylaws nor any action of this organization shall be valid if it violates higher FCCLA Bylaws or policies of the state authorizing body for Tennessee Community College System.
- C. The administration of Tennessee FCCLA shall be vested in the State Officer Team and the State Advisory Council.

**Section 2. Districts.** The State shall be divided into 3 geographic FCCLA regions, and thus divided into respective districts to conduct qualifying STAR events. Districts are subject to change yearly as they are set to match the demographic numbers and needs of individual districts, schools, and chapters. The Tennessee FCCLA State Adviser, in conjunction with the Tennessee FCCLA State Advisory Council will decide on the districts.

A. **Districts shall be divided as follows**

**EAST**

Anderson, Bledsoe, Blount, Bradley, Campbell, Carter, Claiborne, Cocke, Grainger, Greene, Grundy, Hamblen, Hamilton, Hancock, Hawkins, Jefferson, Johnson, Loudon, Knox, Marion, McMinn, Meigs, Monroe, Morgan, Polk, Rhea, Roane, Sequatchie, Scott, Sevier, Sullivan, Unicoi, Union, Washington.

**MIDDLE**

Bedford, Cannon, Cheatham, Clay, Coffee, Cumberland, DeKalb, Davidson, Dickson, Fentress, Franklin, Giles, Hickman, Houston, Humphreys, Jackson, Lawrence, Lewis, Lincoln, Macon, Marshall, Maury, Montgomery, Moore, Overton, Perry, Pickett, Putnam, Robertson, Rutherford, Smith, Stewart, Sumner, Trousdale, Van Buren, Warren, Wayne, White, Williamson, Wilson.

**WEST**

Benton, Carroll, Chester, Crockett, Decatur, Dyer, Fayette, Gibson, Hardeman, Hardin, Haywood, Henderson, Henry, Lauderdale, Lake, Madison, McNairy, Obion, Shelby, Tipton, Weakley.

- B. A local chapter wishing to change districts shall petition the Tennessee FCCLA State Advisory Council prior to the June meeting. A two-thirds vote of the Tennessee FCCLA State Advisory Council shall be required.
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### **Section 3. Local Chapters.**

- A. High school chapters shall be shall be known as (name of school, Tennessee) Chapter of Family, Career and Community Leaders (FCCLA); although alternative names may be used at the discretion of local and chapter advisers and chapter members. Documentation of name will be submitted to the Tennessee FCCLA State Adviser.
- B. The ninth grade students will participate in Junior Division of competitive events.
- C. Junior high/middle school chapters (sixth, seventh, or eighth) shall be known as (name of school, Tennessee); junior/middle high school chapter of Family, Career and Community Leaders (FCCLA); although alternative names may be used at the discretion of local and chapter advisers and chapter members. Documentation of name will be submitted to the Tennessee FCCLA State Adviser.
- D. Occupational chapters shall be known as (name of school, Tennessee); occupational chapter of Family, Career and Community Leaders (FCCLA); although alternative names may be used at the discretion of local and chapter advisers and chapter members. Documentation of name will be submitted to the Tennessee FCCLA State Adviser.

### **Section 4. Membership.**

- A. Member Chapters
    - 1. The Tennessee Association, Family, Career and Community Leaders of America shall be composed of all the affiliated chapters within the boundary of the state. Chapters may be affiliated in public or private schools in which Family and Consumer Sciences instruction is offered.
    - 2. Newly formed chapters shall be issued an official chapter charter through the State Association upon submission of the chapter charter application and meeting the requirements of said application.
    - 3. If at any time during the current school term the associated CTE Career Cluster or program of study terminated, said member chapter may continue to participate in state and district functions for the remainder of school term for which membership dues were paid.
  - B. Individual Membership.
    - 1. Active: Any student in middle school, high school, or post-secondary school which as a member chapter is entitled to active membership in FCCLA based on the following:
      - a. Student has made payment of state and national dues.
      - b. Student is now enrolled or has been enrolled in a Family and Consumer Sciences program.
      - c. Individual membership cards shall be provided annually and distributed upon receipt of membership form and payment of dues.
      - d. Active high school members shall be eligible to hold office, make motions, vote, and participate in national, state, and district activities, except when
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currently and officially in violation of the Policies and Disciplinary Procedures for the Tennessee Association of FCCLA members and/or State Officers.

- e. Should a student who has met membership requirements attend a school where the CTE program is suspended or terminated, the student has the option of joining a chapter in their FCCLA district as an active member. If the student is physically closer to a chapter outside their district, they may join the chapter with approval from the Tennessee FCCLA State Adviser.
  - f. A student's membership is good for the current school year. However, if a student graduates early, the school district will have the authority to set eligibility policies for participation in local, district, and state events. Upon eligibility determination, any nationally affiliated member may participate in FCCLA Competitive events based upon individual event eligibility criteria or continue with district, state, or national leadership positions.
  - g. A home schooled or charter school student can participate in FCCLA if they have been enrolled in an approved Family and Consumer Sciences program (6-12). Discretion will be that of the current local FCCLA advisor/school.
2. Associate: Any student in a junior high/middle school or senior high school which has a member chapter is eligible to be an associate local member based on the following:
    - a. Associate local member shall not pay dues.
    - b. Student is enrolled or has been enrolled in a Family and Consumer Sciences program.
    - c. Associate local member shall not be eligible to hold office and participate in national, state, and district sponsored activities.
  3. National Honorary Membership:
    - a. Criteria for National Honorary membership shall be in accordance with National Bylaws.
    - b. Applications for National Honorary membership shall be obtained and returned to the Tennessee FCCLA State Adviser.
    - c. National Honorary members have the privilege of attending all meetings of the organization without vote.
  4. State Honorary Membership: Any person who has rendered outstanding service to the State Association of FCCLA or has helped to advance FCCLA in Tennessee may be nominated for State Honorary Membership.
    - a. Nominations for State Honorary membership may be made by the State Advisory Council, FCCLA districts, and member chapters.
    - b. Applications for State Honorary membership shall be obtained from the current Chapter Handbook.
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- c. Applications for State Honorary membership shall be sent to the Tennessee FCCLA State Adviser at least one month prior to the State Leadership Conference each year.
  - d. State Honorary memberships must be approved and awarded under the guidance of the State Executive Council.
  - e. State Honorary members have the privilege of attending all state meetings of the organization without vote.
  - f. An up-to-date record of State Honorary Members will be kept at the State Office.
5. Alumni and Associates Membership: Former active members and other adults who share the goals and purposes of FCCLA and its programs and who wish to support the continuing development of FCCLA youth shall be eligible for Alumni and Associates membership. Alumni members shall not vote nor hold office, but may attend meetings of the organization.
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## **ARTICLE IV: FISCAL**

### **Section 1. Dues.**

- A. National Dues: The amount of national dues for active members shall be determined by the National Executive Council and the National Board of Directors subject to approval of the voting delegates at a national meeting.
- B. State Dues: The amount of state dues for active members shall be determined by the State Advisory Council subject to approval of the voting delegates at a State Conference. In addition, the dues will be increased to include the cost of mandatory liability insurance.
- C. Chapter Fee: A chapter fee may be assessed each year to cover cost of printing and other miscellaneous items not covered by the state dues.

**Section 2. Fiscal Year.** The fiscal year shall be July 1 through June 30.

**Section 3. Budget.** The budget of the Tennessee FCCLA shall be developed by the Tennessee FCCLA State Adviser with the approval the State Advisory Board in accordance with the Tennessee FCCLA Financial Policies. The Budget will be in accordance with Tennessee Fiscal Rules.

**Section 4. Audit.** An audit of the financial statements shall be conducted annually and presented to the State Advisory Board for review in accordance with the Tennessee FCCLA Financial Policies. The Vice President of Finance shall give an Audit Review Report at the State Leadership Conference.

**Section 5. Dissolution or Liquidation of Assets.** Upon final dissolution or liquidation of the State Association, and after the discharge or satisfaction of all outstanding obligations and liabilities, the remaining assets shall be used by the State Executive Council for any purpose which is consistent with the purposes of the State Association or shall be transferred to a qualified exempt organization within the meaning of section 501(c) (3) of the Internal Revenue Code of 1954, as amended.

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## **ARTICLE V: STATE ADVISORY COUNCIL**

**Section 1. Membership.** The State Advisory Council shall consist of:

- A. Tennessee FCCLA State Adviser
- B. FCCLA State President
- C. Select Advisers to State Officer Team
- D. Select Educational Leaders
- E. Trusted professionals in careers associated with FCCLA
- F. Additional members designated by the Tennessee FCCLA State Adviser, but who shall not have a vote

**Section 2. Responsibilities.** The essential function of the Advisory Council shall be program development, program implementation and public relations. The Tennessee FCCLA Advisory Council shall have the following responsibilities:

- A. Review the aims and objectives of the State FCCLA program.
- B. Recommend the establishment of programs, projects, and activities.
- C. Recruit business and industry involvement in the Tennessee FCCLA and the Tennessee FCCLA State Leadership Conference
- D. Provide council on the future projections and expectations of Tennessee FCCLA
- E. Interpret and advocate the goals and program activities of FCCLA to groups and individuals within and outside the organization.
- F. Develop, review, and approve the policies of the State Association.

**Section 3. Meetings.** The State Advisory Council shall meet at the call of the Tennessee FCCLA State Adviser. The State Advisory Council should meet at least 3 times per year.

- A. The Tennessee FCCLA State Adviser shall preside at all meetings conducted with the State Advisory Council
- B. In order to have a free response on certain issues, the State Officer Team and the State Advisory Board may consider the same problem in separate sessions but shall make final decisions as the State Executive Council.
- C. A majority of the members of the State Advisory Council shall constitute a quorum.
- D. Decisions shall be adopted by a majority vote.
- E. A current conferencing technology meeting will take place for a special session. A majority of members of the State Advisory Council shall constitute a quorum. The Tennessee FCCLA State Adviser may call a special session.

**Section 4. Committees.** There shall be a representative of the State Officer Team and the State Advisory Board on all committees of the State Executive Council.

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## **Section 6. Tennessee FCCLA State Adviser.**

- A. Appointment. The Tennessee Department of Education, College, Career, and Technical Education Division shall appoint the Tennessee FCCLA State Adviser for Tennessee FCCLA.
- B. Duties. The Tennessee FCCLA State Adviser shall:
  - 1. Have the authority to take immediate disciplinary action at all state-sponsored activities or functions.
  - 2. Have the authority to call meetings of the State Advisory Council and State Officer Team to coordinate, and promote the plans for statewide activities.
  - 3. Represent Tennessee FCCLA at national meetings and participate in national projects.
  - 4. Assign responsibilities to delegates attending the National Leadership Meeting.
  - 5. Work cooperatively with staff for the following items:
    - a. Forms and applications.
    - b. Reports and records.
    - c. Publications.
    - d. Financial status of the State Association.
  - 6. Have the authority to disburse funds according to established financial policies and procedures.
  - 7. Appoint committees as needed and serve an ex-officio member of committees.
  - 8. Maintain relations with the State Officers of FCCLA. The State Officers shall work directly under the guidance of the Tennessee FCCLA State Adviser and State Officer Team Adviser(s).
  - 9. With the help of the State Advisory Council, develop plans for the annual meetings and implementation of policies.
  - 10. Preside at all meetings of the State Advisory Council.

## **Section 7. District Coordinators.**

- A. Selection.
    - 1. District Coordinators shall be selected by and from the Family and Consumer Sciences instructors/ advisers in each FCCLA district.
    - 2. Each FCCLA district shall have only one voting District Coordinator who will assist in the planning and implementation of events in their respective region, serve as initial point of contact for FCCLA Advisers in their respective region, assist with the planning and implementation of the State Leadership Conference, and all other duties as designated by the Tennessee FCCLA State Adviser.
  - B. Term of Office. District Coordinators shall be selected by the Tennessee FCCLA State Adviser.
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**Section 9. Adviser(s) to State FCCLA Officer Team.**

- A. Selection. Adviser(s) to the FCCLA Officer Team shall be selected by the Tennessee FCCLA State Adviser.
  - B. Duties.
    - 1. The adviser(s) to the FCCLA Officer Team shall serve on the State Advisory Council with vote.
    - 2. Shall attend designated meetings and events as selected by the Tennessee FCCLA State Adviser
    - 3. Shall advise the State Officer Team in assuming all responsibilities.
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## **ARTICLE VI: STATE OFFICER TEAM**

### **Section 1. Membership of State Officer Team.**

- A. The FCCLA State Officer Team shall consist of all FCCLA State Officers. The Officer Team shall be President, First Vice President, Vice President of Competitive Events, Vice President of Finance and Management, Vice President of Individual Development, and the Vice President of Community Service and Public Relations
- B. Current Tennessee National Officer(s) shall serve as a member on the State Officer Team with no vote.

### **Section 2. Meetings.**

- A. The FCCLA State Officers are required to attend meetings as identified in the State Officer Handbook.
- B. A majority of the members of the State Officer Team shall constitute a quorum.
- C. Decisions shall be adopted by a majority vote.

### **Section 3. Duties.**

- A. State FCCLA Officers shall carry out the responsibilities and their individual officer projects in accordance with the written policies and guidelines as stated in the Chapter Handbook and these Bylaws.
  - B. State Officers shall be active members of their local chapters and act as liaisons with their respective FCCLA districts.
  - C. The Tennessee FCCLA State Adviser shall make decisions regarding the removal of any State Officer not fulfilling her/his responsibilities.
  - D. Specific duties of the individual State Officers are as follows:
    - 1. The President shall preside over all business meetings of the association and of the state executive council; shall be a member of the state advisory board; appoint, after consultation with the state adviser, the chairman of all executive council committees; and be a member ex-officio of all committees.
  - E. The First Vice President shall assume responsibility of all parliamentary law issues and provide leadership in assuring that the business at state meetings and executive council meetings are conducted in accordance with acceptable parliamentary law and shall assume responsibilities of the president in the absence of that officer.
  - F. The Vice President of Finance and Membership shall provide leadership in planning and implementing programs for membership promotion and development.
  - G. The Vice President of Community Service and Public Relations shall provide leadership in planning and implementing the organization's
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community service programs in addition to implementing all public relations programs.

- H. The Vice President of Individual Development shall provide leadership in planning and implementing programs for peer education, individual development and recognition of the organization's members.
- I. The Vice President of STAR Events shall provide leadership in planning and implementing the organization's STAR Events program and shall keep the minutes of all state meetings and meetings of the executive council.

**Section 4. Term of Office.**

- A. The term of office shall be from the installation at the annual State Leadership Conference until the next Conference, or until a successor has been installed.
- B. Term of office may be interrupted by the action of the Tennessee FCCLA State Adviser for reasons of, but not limited to, officer violation of the Policies and Disciplinary Procedures in the Chapter Handbook, officer moving, or upon recommendation of an adviser and/or District Coordinator. Due process will be adhered to.
- C. In the event a State Officer graduates before the end of the school year, the Officer shall complete the term and fulfill the responsibilities of the office.

**Section 5. Vacancies.** In the event of a vacancy prior to the State Officer Leadership Training, a successor to a State Office shall be appointed according to the Bylaws and Policies and Procedures.

**Section 6. Qualifications of State Officers.**

- A. Candidates for FCCLA Office from a comprehensive chapter must be an active member of a chapter and must remain an active member throughout their term of office.
- B. Candidates for FCCLA Office from an occupational chapter must be either an active member of a member chapter or a prospective member submitting a promissory commitment to become an active member and fulfill the responsibilities as an active member.
- C. The State Executive Council shall determine the minimum quality standards for State Officer selection.

**Section 7. Nominations.**

- A. Candidates for FCCLA State Office shall be nominated on the official applications by member chapters and sent through to the Tennessee FCCLA State Adviser
  - B. The Tennessee FCCLA State Adviser shall screen the applicants by the established deadline date.
    - 1. There may be two officer candidates from each member chapter.
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2. In the event of fewer than 4 State Officer Candidates, qualified alternates will be notified prior to the State Conference of their eligibility to be a State Officer Candidate.
- C. The State Interviewing Panel at the State Leadership Conference shall interview and determine State Officer positions.
- D. The State Advisory Council shall formulate the policies to be used in the interview and selection process.

### **Section 9. State Interviewing Panel.**

- A. A State FCCLA Interviewing Panel shall be established for the annual selection of FCCLA State Officers.
- B. The Chairperson of the State Interviewing Panel shall be the Tennessee FCCLA State Adviser. The Vice-Chairperson shall be the Tennessee FCCLA State Officer Adviser. The Chairperson and Vice-Chairperson shall serve on the panel in a non-voting capacity.
- C. The State FCCLA Interviewing Panel shall consist of:
  1. Two adults: A District Coordinator or co-consultant, and either an administrator, a Tennessee Department of Education CTE representative, educator or other adult.
  2. One past State FCCLA Officer or National Officer.
- D. Duties of the State FCCLA Interviewing Panel:
  1. Receive and screen State Officer applications.
  2. Interview each officer candidate.
  3. Recommend selection for the State Officer Team.

### **Section 11. National Officer.**

- A. Nomination. Each State Association shall have the privilege of nominating a candidate(s) for National Office as either a regional candidate or an at-large candidate.
  - B. Qualifications. The National Officer Candidates shall meet the minimum quality standards as stated in the state's National Officer selection policies.
  - C. Application. Applications for National Office may be obtained from the Tennessee FCCLA State Adviser and shall be submitted to the State Office by established deadline date. Applications are subject to approval by the Tennessee FCCLA State Adviser. Candidates will be interviewed by the current State Interviewing Panel at the State Leadership Conference.
  - D. Duties:
    1. National FCCLA Officer(s) from Tennessee shall act as liaison between National and State levels and report to the State Executive Council following each National Meeting attended.
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- 2. Shall attend State Executive meetings as stated in State Officer's policies and State Leadership Conference.
- E. Ineligibility. The incoming FCCLA State Officers are ineligible to be considered for a National Office.
- F. National Officer Candidate(s) who do not receive a National Office may apply to Tennessee State Officer Team and be selected at the discretion of the Tennessee FCCLA State Adviser as Senior Officer or Representative.
- G. A national officer candidate NOT qualified to represent Tennessee will become eligible to become a State Officer.

**Section 12. Election.**

A. State Officers. The six state officers shall be selected annually by ballot vote of the official delegates attending the state meeting. Those elected shall assume office at the close of the state meeting.

B. National Officer Candidate. The candidate for national office shall be selected by ballot vote of the official delegates attending the state meeting. The candidate for national office receiving the highest number of votes will be the national officer candidate.

## **ARTICLE VII: STATE MEETINGS**

**Section 1.** The annual meeting of the Tennessee Association of FCCLA shall be held at a time and place designated by the Tennessee FCCLA State Adviser.

**Section 2.** Attendance shall be limited to Affiliated members in grades 6-12 and postsecondary members.

**Section 3.** Each chapter is entitled to two voting delegates.

**Section 4.** Adherence to Policies and Disciplinary Procedures for the Tennessee Association of FCCLA (Officers) (Members) while in attendance at state, regional, and national activities is mandatory.

**Section 5.** Two-thirds of the voting delegates who have registered at the State Leadership Conference shall constitute a quorum at scheduled business meetings.

## **ARTICLE VIII: POLICIES AND PROCEDURES**

A Policies and Procedures Manual shall be maintained and updated as needed. The Tennessee FCCLA Executive Council will approve policies in the manual. Procedures may be developed or revised by the Tennessee FCCLA State Adviser.

## **ARTICLE IX: PARLIAMENTARY AUTHORITY**

Robert's Rules of Order, Newly Revised, 10<sup>th</sup> Edition, shall govern the business of the State Organization of Tennessee FCCLA in all cases in which they are applicable and in which they are not inconsistent with these Bylaws, the National Bylaws, or with the laws of the State of Tennessee.

## **ARTICLE X: AMENDMENTS**

**Section 1.** These Bylaws may be amended by a two-thirds vote at the State Leadership Conference.

**Section 2.** Amendments to be considered shall be delivered to all affiliated chapters at least 30 days prior to the scheduled business meeting.

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