

State Executive Council

Montana FCCLA

Performance and Scholarship

Following the installation ceremony, each officer will receive:

- Montana FCCLA Polo
- Official dress (on loan) – Blazer, tie, briefcase or ascot
- \$15 registration fee to attend the Leadership Academy at the National FCCLA Leadership Conference
- Funding support to attend the National FCCLA Leadership Conference (based on district policy)
- Funding to support travel to all state sponsored meetings
- Training at each SEC meeting including the Leadership Rally
- Memories!

The following rubric will be used by Montana FCCLA State Executive Council Members, SEC Advisers and the State Leadership Team to evaluate the officer's performance of general responsibilities and those unique to the specific office.

Officers are responsible for maintaining their rubric. Mrs. Knoche will review each rubric at the SEC meetings and at State Leadership Conference.

Name:			
	Points earned	Officer Signature	Mrs. Knoche Signature
Summer SEC Meeting			
Winter SEC Meeting			
State Leadership Conference			

Points: Up to 150

- 150-140 = Gold
- 139-130 = Silver
- 129-120 = Bronze

Meeting Attendance & Preparation				
Meeting	Attendance Points earned: 4-5: Attend & actively participate in all meetings/sessions 0-3: Missed a portion of one or more sessions. May result in dismissal from office.	Preparation Points earned: 4-5: All tasks were completed in a high quality manner on or before the deadlines 1-3: One assignment was not completed on time or in a quality manner 0: Multiple assignments not completed or deadlines were not met	Date Points Earned	Comments (optional)
CTSO Leadership Camp				
National Leadership Conference				
Summer SEC Meeting				
Leadership Rally				
District Meeting				
Winter SEC Meeting				
State Leadership Conference				

Monthly Conference Calls & Reports				
Month	Conference Call Points earned: 2-3: Actively participated in the <u>entire</u> call 0-1: Did not participate or missed a portion of the call. May miss all or a portion of one call. More than one may result in dismissal from office.	Monthly Reports Points earned: 2: Monthly report is thoughtful, comprehensive and submitted by the deadline. 0-1: Deadline was missed and/or report is not comprehensive <i>Reports are due to Mrs. Knoche within 5 days of the conference call. Note: even if a call was missed, the report should still be submitted.</i>	Date Points Earned	Comments (optional)
September				
October				
November				
December				
January				
February				
March				

Team Goals and Officer Duties			
Goals & Duties List specific duties to your office that were accomplished by the specified deadline. Describe a contribution you made to your team goals or Montana FCCLA not already mentioned in this rubric.	Points earned: 3 point each (up to 15)	Date Points Earned	Comments (optional)
#1			
#2			
#3			
#4			
#5			

Professionalism & Public Relations			
Responsibilities	Describe Your Activity	Points Earned: 5 points each	Date Points Earned
Write and edit a Talk of the State Newsletter article			
#1: Promote FCCLA (must complete at least two during the year) <ul style="list-style-type: none"> Present to a civic organization or local school board News media: write a published news article or participate in a TV/Radio activity Conduct an activity that recruits new members Conduct an activity in your district or school for FCCLA Week (in February) Your promotion idea: 			
#2: Promote FCCLA (see above for suggestions)			
District Leadership: Contact <u>each</u> chapter in your district <u>at least once</u> during the school year to provide leadership. Examples include, but are not limited to: <ul style="list-style-type: none"> Send letters congratulating chapter officers in early Fall Provide chapters with a video message welcoming them back to school Conduct a workshop for a local chapter (must be a pre-approved MT FCCLA workshop) Your idea: 			
National Programs and State Outreach Project: Promote participation in the State Outreach Project in your district.			
Exhibit professionalism at all times (even not when on official FCCLA duty) including all forms of communication and expectations as outlined by the State Officer Contract. Note: Failure to do so at any time may result in dismissal from office.			

