

**Nevada Association  
Family, Career & Community Leaders of America  
Student Bylaws**

**Article I: Name**

Section 1: Name

The Nevada Association of FCCLA is incorporated as Nevada Association Family, Career and Community Leaders of America.

Section 2: Reference

The organization shall be referred to as "Nevada FCCLA."

Section 3: Use

The name FCCLA shall be used by the chartered state association and affiliated chapters.

**Article II: Purpose**

Section 1: Purpose of Nevada FCCLA

The purpose of the Nevada Association of FCCLA, hereinafter referred to as "Nevada FCCLA", shall be to assist the official Family, Career and Community Leaders of America, Inc. charter holder, as identified by the bylaws of Family, Career and Community Leaders of America, a Virginia incorporated nonprofit corporation, and to promote personal growth and leadership development through Family and Consumer Sciences education.

Section 2: Mission

The mission of Nevada 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 communication; practical knowledge; and career preparation.

Section 3: FCCLA Purpose

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

- A. To provide opportunities for personal development and preparation for adult life.
- B. To strengthen the function of the family as a basic unit of society.
- C. To encourage democracy through cooperative action in the home and community.

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- D. To encourage individual and group involvement in helping achieve global cooperation and harmony.
- E. To promote greater understanding between youth and adults.
- F. To provide opportunities for making decisions and for assuming responsibilities.
- G. To prepare for the multiple roles of men and women in today's society.
- H. To promote family and consumer sciences related occupations.

**Article III: Membership**

Section 1: State Charter

- A. Charter Holder. Nevada FCCLA is chartered through the Nevada Department of Education as a state organization of Family, Career and Community Leaders of America, Inc.
- B. State Organization. The state organization shall consist of all affiliated chapters within the boundaries of the state. A chapter may be affiliated in public and private schools in which family and consumer sciences and related occupations instruction is offered. The chapter shall be composed of students possessing the qualifications for membership.

Section 2: Local Chapter Organization

- A. Organization. A chapter may be organized whenever, in the judgment of teachers, students, and administrators, it would be advantageous to do so.
- B. Affiliation. Affiliation shall be made according to the process prescribed by the national office.
- C. Charter. Upon approval by the State Adviser or their designee, a charter signed by the National President, the Chairperson of the National Board of Directors, the State President, and the State Adviser or their designee a charter shall be issued. The local chapter shall then be recognized as an affiliate of Nevada FCCLA.
- D. Good Standing. Local chapters in good standing shall be those that maintain policies consistent with those of the National and State organizations and which annually send to the National Office:

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- State and National dues for each participating student prior to March 1.
  - A list of names and addresses of the officers of the local chapter immediately upon election;
  - Any amendments made to chapter bylaws.
- E. Suspension. Any local chapter failing to meet the requirements for good standing for one year may be suspended from the membership by Board of Trustees.
- F. Reinstatement. Upon meeting the requirements for good standing, the local chapter may be reinstated by the State Adviser or their designee.

**Section 3: Membership Qualifications**

- A. Active Members. Any student enrolled in Family and Consumer Sciences classes or previously so enrolled shall be eligible for active membership in an organized chapter within the school. Active members shall be eligible to hold office, to make motions, and to vote.
- B. Alumni & Associate Members. An active member upon graduation from high school shall be entitled to an alumni membership. An "Associate Member" is one who is beyond high school age and has a distinct interest in helping and supporting the organization at the local, state and/or national levels. Individuals will be considered an Alumni & Associates member upon affiliation with National FCCLA.

**Section 4: Honorary Members**

- A. Any individual who has rendered outstanding service to Nevada FCCLA by advancing its mission and purposes, shall be eligible for honorary membership.
- B. Honorary members shall be elected by a majority vote at any meeting of the State Executive Council.
- C. Honorary members shall have the privilege of attending all meetings of the organization.

**Article IV: Governance**

Section 1. The Nevada FCCLA Board of Directors shall serve as the policy-making and governing body for Nevada FCCLA.

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Section 2. The Nevada FCCLA State Officers serving on the Nevada FCCLA Board of Directors shall be selected according to Article IX of the Nevada FCCLA Bylaws and act in accordance thereof.

**Article IV : Finances**

Section 1. State Dues

State membership dues shall be determined by the State Executive Council subject to the approval of the voting delegates at the Annual State Leadership Conference. Such dues shall be in addition to national dues.

Section 2. Fiscal Year

The fiscal year shall be July 1 – June 30 and shall be determined by the Board of Directors to coincide with the Nevada Department of Education fiscal year.

Section 3. Budget

The budget shall be prepared by the management team. It shall be submitted to the State Board of Directors for approval.

Section 4. Audit

The financial statement of all income and expenditures prepared by the management team shall be audited periodically as determined by the Nevada Department of Education and Board of Directors.

Section 5. Chapter Dues

The chapter executive council shall determine local membership dues subject to approval by the members of the chapter. They shall be in addition to the National and State dues.

**Article V: State Officers**

Section 1. State Officer Positions

A. The state organization shall have the following state officers:

- President
- Vice President of Community Service
- Vice President of Development
- Vice President of Competitive Events
- Vice-President of Records
- Vice-President of National Programs
- Vice-President of Membership

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Vice-President of Public Relations

- C. National Officer Candidate. In the event we have a National Officer Candidate, the candidate will become a member of the State Executive Council with the title of Executive Vice President.

Section 2. Qualifications

Candidates for State Office shall have the following:

1. Active membership in a certified chapter for one year.
2. One year of Family and Consumer Sciences and/or home economics beyond the eighth grade or enrolled in a Family and Consumer Sciences course during their tenure in office.
3. A 2.75 non-weighted grade point average (GPA).
4. Served as local Chapter Officer or on a local Chapter Committee.

Section 3. Duties

- A. President shall preside over all business meetings of the state organization and of the State Executive Council; appoint, after consultation with the State Adviser or their designee, the chairperson and members of all special committees not otherwise designated; and be an ex-officio member of all committees.
- B. The Vice President of Development shall provide leadership in seeking corporate partnerships and development opportunities to enhance the current and long-term standing of the organization.
- C. The Vice President of Competitive Events shall provide leadership in planning and implementing the organization's Competitive Events program.
- D. The Vice President of Community Service shall provide leadership in planning and implementing the organizations' community service programs.
- E. The Vice-President of Records shall keep minutes of the business at the state conference and meetings of the State Executive Council and shall keep records of the state organization, photographs and other materials of historic importance to the organization, to be presented in a scrapbook at the state conference.
- F. The Vice-President of National Programs shall serve as a resource to chapters for national programs information; create and distribute a monthly newsletter featuring National Program ideas to chapters; present national programs workshops to local chapters as requested; disseminate information on national

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programs; recognize chapters who complete a national program at the state meeting.

- G. The Vice-President of Membership shall provide leadership in planning and implementing programs for membership promotion and development. The Vice-President of Membership shall create and distribute a monthly newsletter featuring membership ideas to chapters.
- H. The Vice-President of Public Relations shall provide leadership in planning and implementing the organization's public relations programs; be responsible for collecting materials to publish the state newsletter, "The Rose Trail"; be responsible for authorized social media and will be the National Connection Team Coordinator at national meetings.
- I. The Executive Vice President shall consult with the State Adviser or their designee and his/her chapter adviser to determine how the officer's skills and talents will best benefit Nevada FCCLA. Responsibilities to conduct a legacy project will then be assigned.

**Section 4. Term of Office**

The term of office shall be for one year or until successors are elected.

**Section 5. Vacancies**

In the event the office of the President becomes vacant by resignation or otherwise, the State Executive Council, under the guidance of the State Adviser or their designee, shall appoint one of the Vice-Presidents to assume the duties of the office for the unexpired term. Vacancies in all other offices may be filled by the President after consultation with the State Adviser or their designee.

**Article VI: Nomination and Election**

**Section 1. Nomination**

Candidates for state offices shall be nominated annually by the local chapters.

- A. Each local chapter shall have the privilege of nominating a candidate for office. Each local chapter may nominate members for additional officer positions up to a maximum of three candidates total.
- B. Nominations and application materials for state office shall be postmarked by the date published in the annual candidate guide.

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- C. A list of officer candidates, together with their qualifications shall be given to each chapter prior to or on the first day of the Annual State Leadership Conference. Officer candidates not present at the Annual State Leadership Conference will have their names withdrawn from the ballot.
- D. In the event there are no candidates for a state officer position, the position may be filled by appointment by the President subject to the approval of the State Adviser or their designee.

Section 2. Election of Officers.

- A. The voting delegates of all the districts shall vote by ballot for all the officers to be elected from the various districts. during the Annual State Leadership Conference.
- B. The eight candidates receiving the highest number of votes shall be elected to state office. The designation of each State Executive Council member's office shall be determined by the incoming State Executive Council under the guidance of the State Adviser or their designee. The newly elected officers will assume their duties at the close of the annual State Leadership Conference.
- C. In the event a district is not represented by one of the eight state officers, the newly elected State Executive Council may appoint an additional state officer to the team with the approval of the State Adviser or their designee.

Section 4. Voting Procedures

- A. Delegates will cast ballots for all applicable officer candidates. Votes will be counted in same area without dismissing delegates.
- B. If there is a tie during state officer elections, the tie breaker will be determined by the state president along with another member of the State Executive Council.

**Article VII: State Executive Council**

Section 1. State Executive Council

The eight elected state officers and any National Officer Candidates from Nevada shall compose the State Executive Council. The State Adviser or their designee shall serve as official adviser to the council. Chapter advisers accompanying the officers to the State Executive Council meetings shall serve as consultants.

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Section 2. Duties

The Executive Council shall:

- A. Meet with the Board of Directors to consider long-term procedures as they affect the annual program of work and to decide jointly upon short-term procedures.
- B. Determine the business to be brought before the delegates at the Annual State Leadership Conference.
- C. Conduct such other business as shall be necessary to facilitate the progress of the state organization.
- D. Plan the program for the Annual State Leadership Conference.
- E. Be responsible for planning and promoting the state program of work.

**Article VIII: Annual State Leadership Conference**

Section 1. Annual State Leadership Conference Purpose and Location

- A. The Annual State Leadership Conference shall be held at such a time and place as the State Board of Directors, after consultation with the State Adviser or their designee, shall determine.
- B. The purpose shall be to elect state officers, to develop student leadership skills, conduct skill events, to promote the program of work, and to transact such other business as may properly come before it.
- C. Upon a unanimous vote of the Board of Directors, district meetings may be held in any one-year, in lieu of, or in addition to the Annual State Conference.

Section 2. Delegates

- A. Voting Delegates. Each school chapter shall be allowed two voting delegates.
- B. Non-voting Delegates. Each local chapter shall be entitled to send non-voting delegates according to quota set by the State Board of Directors.
- C. All delegates attending the Annual State Leadership conference must be participating in an event, running for office or have state approval.

Section 3. Voting



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- A. The privilege of making motions, debating and voting shall be limited to the affiliated delegates, and the State Officers.
- B. The privilege of discussion may be extended to the non-voting representative upon the consent of the delegates.

Section 4. Special Meetings

Special meetings may be called by the State Board of Directors when the need arises.

Section 5. Quorum

A majority of the voting delegates assembled at the State Leadership Conference shall constitute a quorum.

**Article IX: Board of Directors**

Section 1. Composition

The composition of the Board of Directors shall be based on the Nevada FCCLA corporate bylaws and shall include at least two state officers as determined by the State Adviser or their designee and one FCCLA adviser from each district.

Section 2. Duties

The duties of the Board of Directors shall be to:

- A. Serve as the policy making body of the organization and determine long-term strategies for growth and development.
- B. Provide advice and direction to the State Adviser and the management team.
- C. Approve the annual budget.
- D. All other duties as outlined in the organization corporate bylaws.

Section 3. Meetings

The Board of Directors shall hold at least one annual meeting and may establish other meetings in person or via electronic technology as they may from time to time establish or as outlined in the corporate bylaws.

**Article X State Committees**

State Committees shall be appointed as the need arises by the State President after consultation with the State Adviser or their designee.

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**Article XI      Districts**

Section 1.      Districts

There shall be three designated districts of the Nevada Association as follows:

- A. District I. Schools in Carson City, and Churchill, Douglas, Esmeralda, Lyon, Mineral, Pershing and Washoe counties.
  
- B. District II. Schools in the Elko, Eureka, Humboldt, Lander and White Pine counties.
  
- C. District III. Schools in the Clark, Lincoln and Nye counties.
  
- D. Any chapter which prefers to affiliate in a district other than the one designated, may do so by request to the State Adviser.

Section 2.      Meetings

District meetings may be held at the time and place of the Annual State Leadership Conference.

Section 3.      Special Meetings

Special district meetings may be called by the State Executive Council.

**Article XII      Chapters**

Section 1.      Chapters

- A. The local adviser or advisers shall be the Family and Consumer Sciences in the school in which the chapter is established and shall be the administrative officer(s) of the local chapter.
  
- B. Delegates of the chapters to the state organization meetings shall be determined by the chapter members in accordance with the bylaws and/or policies of the state organization and the chapter.
  
- C. A local advisory board may be established to help give guidance.

Section 2.      Bylaws

Chapter bylaws shall be adopted by the local chapters to govern the transaction of business. Bylaws shall be in harmony with those of the national and state association.

Section 3.      Honorary Memberships

The respective groups shall determine honorary membership in their local chapter.

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**Article XIII      Publications**

Section 1. "The Rose Trail"

The official publication of the State Organization shall be a newsletter known as "The Rose Trail" which shall be published at least four times during the school year.

Section 2. Other Publications

Such other publications as shall be authorized by the State Board of Directors and the State Executive Council shall be published.

**Article XIV      Emblem**

Section 1.      Emblem

A. The emblem of the Nevada Association Family, Career and Community Leaders of America shall be the same as the National Organization Family, Career and Community Leaders of America.

B. All members (active, alumni and associate) shall be entitled to wear the emblem.

Section 2.      Emblem for Honorary Members

Honorary members shall be entitled to wear the FCCLA pin.

Section 3.      Emblem for Advisers

Advisers shall be entitled to the FCCLA pin.

**Article XV      Parliamentary Authority**

The latest edition of Robert's Rules of Order Newly Revised, shall govern Nevada FCCLA in all cases to which they are applicable and in which they are not inconsistent with the student or corporate bylaws.

**Article XVI      Amendments**

These bylaws shall be amended at the Annual State Leadership Conference by a two-thirds (2/3) vote of the voting delegates present and voting.

A. The amendments may be proposed by:

- The State Executive Council
- The Board of Directors
- The State Adviser or their designee
- Any local chapter in good standing

B. Amendments must be received in the State Office ninety (90) days prior to the Annual State Leadership Conference.

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- C. Amendments shall be approved by the State Adviser or their designee.
- D. Notices of the proposed amendments shall be sent to the local chapters by the State Adviser one month prior to the Annual State Leadership Conference.

*Revision History*

*Amended July 24, 2012*

*Proposed Amendments and Creation of Corporate Bylaws Submitted at March 2012 SLC*

*Amended March 2011*