

**BYLAWS
OF
NORTH DAKOTA ASSOCIATION OF
FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA**

**ARTICLE I
NAME, MISSION STATEMENT, PURPOSES AND EMBLEM**

- Section 1. The name of this organization shall be the North Dakota Association of Family, Career and Community Leaders of America, which may also be known as FCCLA. The name Family, Career and Community Leaders of America may be used only by chapters that have affiliated with the state and national associations.
- Section 2. The mission of Family, Career and Community Leaders of America 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;
 - vocational preparation.
- Section 3. The purposes of this organization shall be:
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.

ARTICLE II
ORGANIZATIONAL STRUCTURE

Section 1. The North Dakota Association of Family, Career and Community Leaders of America is a state organization for pupils who have studied or are studying Family and Consumer Sciences in middle/junior high and/or senior high schools. The state association is composed of all affiliated local chapters.

The head state supervisor of Family and Consumer Sciences shall give general guidance to the program and shall serve as or appoint the state adviser from the state Family and Consumer Sciences staff. The state adviser shall function as the administrative officer of the state association.

In consultation with the state supervisor, the state adviser may appoint a local adviser to serve as co-state adviser for a three-year term. The duties of the co-state adviser may include assuming responsibility for predetermined state FCCLA leadership meeting activities; consulting with state officers; participating in state executive council meetings and/or state officer training meetings; helping to interpret in-service needs of FCCLA advisers; and helping to evaluate the local and/or state FCCLA programs.

The state adviser may also appoint local advisers to serve as coordinators for statewide projects.

Section 2. Active chapters of Family, Career and Community Leaders of America shall be chartered in schools where recognized, systematic instruction in Family and Consumer Sciences is offered. If schools are not able to secure a Family and Consumer Sciences teacher, or if the Family and Consumer Sciences program is closed, the FCCLA chapter may continue for up to two school years, provided another teacher or a chapter parent will serve as consultant. No new members may be added to the chapter during this time.

Section 3. Local chapters of FCCLA shall organize, adopt bylaws not in conflict with the state and national bylaws, develop a program of work, and then apply for membership in the state and national FCCLA organizations.

Section 4. District. The state shall be divided into 8 districts according to location, number of chapters, and transportation facilities. These districts shall be designated by numbers 1-8. Each district shall have a district adviser who shall act as adviser to the district officers and consultant to chapters in the district. The district adviser will be an FCCLA adviser in one of the schools within the district and will be appointed by the state adviser.

ARTICLE III MEMBER QUALIFICATIONS

Section 1. Membership in this organization shall be of four kinds: active, alumni, associate, and honorary.

Section 2. Active Membership. Any student who is enrolled in a Family and Consumer Sciences class through grade 12 or who has been enrolled is entitled to become an active member of any chartered FCCLA chapter. A member may retain active membership through grade 12. Active members shall be eligible to hold office, make motions, and vote.

Section 3. Alumni Membership. Any active member, upon graduation from high school, is entitled to alumni membership in any chartered FCCLA chapter. Alumni members shall not make motions, vote nor hold office, but may wear the official FCCLA pin.

Section 4. Associate Membership. Adults who share the goals and purposes of Family, Career and Community Leaders of America and its programs and who wish to support the continuing development of FCCLA youth, shall be eligible for associate membership. Associate members may not hold office, make motions or vote, but may wear the official FCCLA pin.

Section 5. Honorary Membership. Any individual who has helped to advance the Family and Consumer Sciences program at the state level or who has rendered outstanding service to Family, Career and Community Leaders of America may be nominated for state honorary membership. Names of nominees and basis for nomination shall be submitted to the state advisor for consideration. The State Association may award a maximum of four honorary memberships a year.

Individuals who have helped to advance the Family and Consumer Sciences program at the local level or who have rendered outstanding service to Family, Career and Community Leaders of America may be elected to local honorary membership by a majority vote of the members present at any regular chapter meeting. A local chapter may award one honorary membership a year.

Honorary members are not eligible to make motions, vote, hold office, or serve on committees, but they shall be entitled to attend all meetings and to wear the official FCCLA pin.

**ARTICLE IV
DUES**

- Section 1. Annual membership dues in the state FCCLA association shall be fixed by the state executive council, subject to approval by a majority vote of the voting delegates present at a state leadership meeting of Family, Career and Community Leaders of America. The fiscal year for FCCLA shall be September 1 through August 31. Membership dues shall be sent to the national office by the date specified by the national office.
- Section 2. The dues of any chapter shall be fixed by the chapter executive council subject to a majority vote of the membership of that chapter.

**ARTICLE V
OFFICERS**

- Section 1. The North Dakota Association of Family, Career and Community Leaders of America shall have 8 officers, one from each of the 8 districts. They shall select from their ranks a president, vice-president, secretary, and treasurer. Each of the remaining 4 officers shall bear the title of State Officer.
- Section 2. Qualifications of Officers.
- a. Is at least a freshman in high school;
 - b. Has at least a 2.5 scholastic average;
 - c. Is active in fulfilling duties in the state, district, and/or chapter;
 - d. Shows ability to work well with others;
 - e. Has completed one year of Family and Consumer Sciences;
 - f. Attends the district meeting;
 - g. Has poise and has demonstrated some leadership ability;
 - h. Has thorough knowledge of FCCLA.
- Section 3. Duties of Officers
- President: shall preside over all business meetings of the organization and of the State Executive Council; appoint, after consultation with the State Advisor, the chairperson and members of all executive council committees; and be a member ex officio of all State Executive Council committees.
- 1st Vice-President: shall assume responsibility in the absence of the president and shall keep the minutes of all state meetings and meetings of the State Executive Council, shall provide leadership in assuring that the business sessions for the state organization and meetings of the State Executive Council are conducted in accordance with acceptable parliamentary law.

Vice-President of Finance: shall review the records of receipts and disbursements submitted by the state advisor and report at the state leadership meeting on the financial status of the organization.

Vice-President of Community Service: shall provide leadership in planning and implementing the state association's community service programs.

Vice-President of STAR Events: shall provide leadership in planning and implementing the organization's STAR Events.

Vice-President of Membership & Development: shall provide leadership in planning and implementing programs for membership promotion and development.

Vice-President of Programs: shall provide leadership in planning and implementing the organization's peer education programs.

Vice-President of Public Relations: shall provide leadership in planning and implementing the organization's public relations programs.

**ARTICLE VI
PROCEDURE FOR ELECTING STATE OFFICERS**

(Note: The members of the ND FCCLA voted at the 2009 State FCCLA Meeting to disband the laws under Article VI for up to two years to pursue elections of the State Executive Council to be held at the annual state meeting. See Appendix A.)

- Section 1. State officers shall be elected by majority vote of the designated voting delegates at the district leadership meetings. One state officer shall be elected from each district. If a state officer is unable to serve, the runner-up will be declared elected. If the runner-up is unable to serve, the state president, in consultation with the state advisor, may appoint a member in good standing from the appropriate district to fill the vacancy.
- Section 2. State officers shall be installed at the annual state leadership meeting. The term of office shall be one year, extending from the close of the state meeting each year through the state meeting of the succeeding year.

**ARTICLE VII
MEETINGS**

- Section 1. The annual state leadership meeting of the North Dakota Association of Family, Career and Community Leaders of America shall be held at a time

and place designated by the state executive council.

Section 2. Attendance at the state leadership meeting shall be limited to delegates of local chapters and guests as approved by the state advisor.

Section 3. Each local chapter may send 2 voting delegates to the state meeting.

Section 4. Each district shall hold an annual leadership meeting. Each chapter may send 2 voting delegates to the meeting.

Each district may also hold STAR (Students Taking Action for Recognition) Events competition in the winter or early spring. The purposes of this competition shall be to recognize the accomplishments of members and to select district representatives to compete in state STAR Events.

Section 5. Local chapters shall hold their meetings at such time and place as may be decided by the executive council of the local chapter.

ARTICLE VIII ADVISORY BOARD

Section 1. The Executive Council of the North Dakota Association for Teachers of Family and Consumer Sciences (NDATFACS) shall serve as the Advisory Board for the North Dakota Association of Family, Career and Community Leaders of America.

Section 2. The state advisory board shall:

- serve in an advisory capacity to the state executive council;
- assist the state advisor in determining policies and procedures;
- consult with the state advisor on the work of the organization.

ARTICLE IX EXECUTIVE COUNCILS

Section 1. The state executive council shall be composed of the state officers, the state advisor, and the co-state adviser(s).

Section 2. The district executive council shall be composed of the district officers, the district adviser, and the assistant district adviser, if one is appointed.

Section 3. The local executive council shall be composed of the local officers, the

chapter adviser, and others designated by the local chapter of FCCLA.

- Section 4. The duties and responsibilities of the state executive council shall be to:
- suggest policies and procedures;
 - identify business that shall be brought to the assembled delegates;
 - conduct needed business to facilitate progress of the organization;
 - help plan the state leadership meeting.

- Section 5. The state executive council shall meet at times and places designated by the state adviser.

ARTICLE X DISTRICT ORGANIZATION

- Section 1. There shall be 8 districts of Family, Career and Community Leaders of America in North Dakota. They shall be designated as districts 1 through 8. The districts shall be composed of the chapters most accessible to each other by bus or good roads. When the number of chapters within a district becomes too numerous for a workable organization, they may petition the state adviser for division of the district. In the future, the number of any newly-formed district shall begin with 9 and shall continue in subsequent order.

- Section 2. District Officers.

- a. Each district shall have six officers to be elected annually. These officers shall be: president, vice-president, secretary-treasurer, historian, reporter, and recreation chairperson. If a district feels a need for and can define their purpose, additional officers may be elected.
- b. Procedure for Electing.
 - i. The district president shall be elected by a majority vote of the designated voting delegates at the district leadership meeting. All other district officers shall be chosen according to a rotation system established by the district.
 - ii. Each chapter in the district may present a candidate for district president at the district meeting.
 - iii. Each local chapter may send 2 voting delegates to the district meeting.

- Section 3. Duties of the district president, vice-president, and secretary-treasurer shall be the same as those of the corresponding state officers, except that their

duties will be confined to the district organization. Duties of the other district officers shall be as follows:

Historian. The historian shall keep a scrapbook recording all district level activities for the year.

Reporter. The reporter shall assure that all district activities are published district-wide and shall encourage individual chapters to make public relations a part of chapter projects and activities.

Recreation. The recreation chairperson shall plan and conduct appropriate activities at district events to encourage members to become better acquainted and to promote wholesome physical activity and recreation.

Section 4. District Adviser. The district adviser shall counsel with the district officers, local advisers, and assist with planning the district meeting. S/he may appoint an assistant district adviser if the need exists.

Section 5. Assistant District Adviser. The assistant district adviser shall perform all duties of the district adviser in case of her/his disability or absence or shall complete the district adviser's unexpired term. S/he shall assist the district adviser and district officers in planning the programs for the district meetings.

Section 6. District STAR Events Coordinator. The District STAR Events Coordinator shall be selected from among all advisers in the district to arrange for and manage the district STAR Events competition and to forward information on event results to the state adviser.

ARTICLE XI AMENDMENTS

Section 1. Proposed amendments to the bylaws of the North Dakota Association of Family, Career and Community Leaders of America shall be submitted in writing to the state executive council and/or the State FCCLA Advisory Board no less than 60 days prior to the state leadership meeting. Proposed amendments shall then be sent to the local chapters for consideration and shall be voted on at the state leadership meeting.

Section 2. A two-thirds vote of the voting delegates present and voting is necessary to approve amendments to the state bylaws.

Section 3. Copies of the amendments to the state bylaws shall be submitted to the national director.

ARTICLE VII
DISSOLUTION OR LIQUIDATION

Upon final dissolution or liquidation of the state organization and/or a district association of Family, Career and Community Leaders of America, and after the discharge or satisfaction of all outstanding obligations and liabilities, the remaining assets of the state organization and/or the district state association shall be used by their respective boards in accordance with the purposes of the national organization or be transferred to a qualified exempt organization within the meaning of section 501 (c) (3) of the Internal Revenue Code of 1954.

These bylaws were last amended at the State FCCLA Convention, April 20, 2009