

## **SOUTH CAROLINA FBLA STATE OFFICER CODE OF CONDUCT**

State officers serve as ambassadors for the association and their conduct and deportment are critical to the success of their mission. State officers are expected to abide by this code. State officers who violate or ignore the elements of this Code of Conduct subject themselves to: (1) Being removed from the FBLA conference and/or activity and sent home at their own expense by their local/state chapter adviser. (2) Have any honors or offices cancelled and withdrawn.

### **CODE OF CONDUCT**

1. State officers shall behave in a courteous and respectful manner, refraining from language and actions that might bring discredit upon the FBLA-PBL association.
2. State officers shall fully participate in all appropriate activities, conferences, workshops, business meetings, etc. for which they have responsibility.
3. State officers shall abide by the SC FBLA State Officer Dress Code. State officer uniforms must be worn when participating in state meetings, attending conferences, and representing the state chapter at local chapter or business meetings. If an officer loses any part of the uniform, it may result in not attending conference activities and not going on stage to speak.
4. State officers shall be willing to take and follow instructions as directed by those responsible for them.
5. State officers shall treat all members equally and with respect.
6. State officers participating in FBLA activities shall not damage or deface property. Damages to any property or furnishing in hotel rooms, private accommodations and/or building will be paid for by state officers at their own expense.
7. State officers shall communicate any circumstances that prevent them from carrying out predetermined plans or assignments to their local and state adviser.
8. State officers are not permitted to wear any campaign materials at the State Leadership Conference, nor are they allowed to campaign for a candidate for State office, or serve as a campaign manager, except when campaigning for oneself.
9. State officers must adhere to set curfews at all meetings and conferences.
10. State officers shall avoid places and actions that in any way could raise questions as to their moral character or conduct.
11. State officers who violate any state or federal laws or receive any school discipline referrals (in-school and out-of-school suspensions) will immediately be removed from office.

### **DISCIPLINE POLICY**

Not attending SC FBLA Executive Board meetings, not completing assignments (monthly reports, newsletter articles, conference duties, etc.) on time without advance approval of delay will result in the following action:

1. First violation – officer will receive a written warning stating the reason for the warning and detailing the expected action and results required. The local adviser and principal/director will receive a copy of the warning.
2. Second violation – officer will receive a written warning stating the reason for the warning and detailing the expected action and results required. The officer's local adviser, principal/director, and parents will be notified.
3. Third violation – it will be assumed that the officer has decided to resign from office and appropriate action will be taken by SC FBLA to complete this decision.

I understand the above policy and procedure and agree to abide by the above prescribed code of conduct.

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Signature

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Date