



**South Carolina State Chapter
FUTURE BUSINESS LEADERS OF AMERICA**

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TO: All FBLA Advisers and Prospective Advisers

FROM: Pat Itter, State Adviser

DATE: August 26, 2020

RE: Beginning-of-the-Year Memo

Please share this information with all interested parties.

Please read and make note of the following:

VERY IMPORTANT! Any faculty member who believes in the mission and goals of FBLA may serve as a local chapter adviser. Schools with small business education departments or schools where there is student interest, but no business education teacher available, now have the opportunity to have an active chapter.

- We have created a new **online adviser information form**. We are requesting that EVERY ADVISER AT EVERY SCHOOL complete the form. This form populates our new adviser contact database and insures you receive information updates from us throughout the year. The form is located at: <https://feedbackonline.wufoo.com/forms/r18jmy4a0au3wvl/>
- Please review the **Districts by County Map** posted on our website to determine which FBLA District your school/center resides in. Specifying your correct FBLA District when asked for feedback from us throughout the year insures you are also added to the appropriate District Director's email list to receive their District specific information. No changes were made to District lines this year.
- **Adviser National FBLA Account Activation is a must.** All Advisers must activate or establish an FBLA account on the national website, www.fbla-pbl.org, in order to access chapter information. You can find the link to activate or establish your account on the national website home page.
- The National office has discontinued the Adviser Email Blast. In its place are **Local Chapter Adviser Leadership Communities** (similar to an information/discussion board) that are specific to your FBLA level. This Communication tool allows you to submit questions to all advisers in the community for feedback. The National office also responds to posted questions and posts new information on the discussion boards. If you were an adviser last year, you have already been added to the appropriate level adviser community and should have been receiving emails. If you are a new adviser, when you activate your FBLA account, you will automatically be added to the appropriate community. A wealth of information has already been posted.
- **Membership registration** is online. Once your FBLA account is activated, you log in with your email and the password you created. FBLA-PBL is now using record numbers (shows under the school name) in lieu of chapter numbers. Please make note of your chapter record number.
 - The software for online membership registration is fairly intuitive.
 - FBLA dues are \$7 for state and \$6 for national. Middle Level dues are \$7 for state and \$4 for national.
 - **Keep in mind that once a student is entered as a member, the national office will expect dues to be paid.**

- **Purchase orders are not considered dues payment. The national office does accept credit card payments.**
 - **Be sure to update the Adviser section when completing membership registration for your chapter.**
 - Please be sure student names are entered correctly. We had quite a few names backward last year. DO NOT enter names in all caps. Names will appear exactly as you key them on event lists, conference name badges, etc.
 - As you enter student names for membership, this year you will be required to add each student's grade level, gender, and email address. It may be necessary to hold online events and/or to move to online testing this year for objective tests, and this information will be needed for participation.
- **FBLA-Middle Level** members are now able to compete at the National Leadership Conference. Only the top State winner in **NATIONAL Middle Level events** will be eligible to compete at the NLC. Due to the limited number of National Middle Level Events, South Carolina offers additional Middle Level events to give more students the opportunity to participate in competition. These **SC Specific Middle Level events** DO NOT participate at the national conference. Be sure to check the event grid on our website to determine which events are National events and which events are South Carolina only events.
 - The **Program of Work for 2020-2021** developed by the State Executive Council is posted on the state website along with a list of state officers. State officers will be available to help with virtual workshops, chapter reactivations, installation ceremonies, etc, this year. Contact Rita Beard, State Officer Adviser, to request a state officer. (rbeard@scfbla.org) State Officers will be conducting virtual local officer training sessions. A link to the Local Chapter Officer Information Form is on the Beginning of the Year Resources Page on our website. Officers will be directly contacting your officers with updates and training session dates.
 - **NLE 2020 award winners** are posted on the state website. Due to the COVID-19 pandemic, the NLC was changed to an on-line event called the National Leadership Experience. This change resulted in South Carolina having limited participation and approximately 110 competitors.
 - We will not have a **State Fall Leadership Rally** this year. We have far too many unknowns at this point. The State Officers are going to host a State Virtual Meeting on September 19, 2020, at 2:00 p.m. The topics will be Recruitment and BAAs/LEAD. An email will be sent to advisers with the link for members and advisers to sign up to attend the meeting. Those who register will be sent the login information in advance.
 - Plans for **National Fall Leadership Conferences** are indefinite at this time.
 - Decisions related the **District Leadership Conferences and the State Leadership Conference** will be shared when more information is known.

Posted on the Web

Letter from our State President
 Districts by County Map
 Program of Work for 2020-2021
 State Brochure and PowerPoint
 2020-2021 Executive Board
 2020 NLE Awards
 2020-2021 SC FBLA Scavenger Hunt
 Link to Local Chapter Officer Information Google Form

Check our website regularly—www.scfbla.org