



STATE SUPERIOR CHAPTER AWARD

Signature Page & Instructions

INSTRUCTIONS

This application is to be completed by the chapter FCCLA members, with the assistance of the Chapter Advisor, and submitted to the FCCLA State Office, via the online State Superior Chapter Online Application and included in the Chapter in Review Portfolio as indicated on the instruction page. For this application form, only report information for activities and efforts that occurred from July 1 – March 1

School Name _____ Region Number _____

Has your chapter previously received the State Superior Chapter Award Plaque?

Yes _____ No _____

Has your chapter donated to the State Scholarship Fund?

Yes _____ No _____

Please check which level your chapter is:

Level 1 (grades 6-8) _____ Level 2/3 (grades 9-12) _____

CERTIFICATION *We certify that all claims and information reported in this application occurred during the current calendar year, AND we certify that all representations made are true and accurate to the best of our knowledge.*

Signature of Chapter President _____ Date _____

Signature of Chapter Advisor _____ Date _____

Signature of School Principal _____ Date _____

This application must be submitted no later than March 1:

<https://www.cognitofrms.com/CaliforniaFCCLA/statesuperiorchapter>



Chapter in Review PORTFOLIO INSTRUCTIONS

The electronic portfolio is to be created by the chapter FCCLA members, with the assistance of the Chapter Advisor, and submitted via url link the online State Superior Chapter Online Application no later than March 1. When creating your Chapter in Review Portfolio, only report information that **occurred from July 1–March 1**.

The top scoring State Superior Chapter's in each level (level 1 or 2/3) will be eligible to advance to the National Leadership Conference STAR Event - Chapter in Review Portfolio. Please indicate which level your chapter is on your State Superior Chapter Award Application page.

Specifications

An electronic portfolio should be made in either Google Slides or PowerPoint and be uploaded to Google Drive for viewing and evaluating purposes. Portfolio may not exceed 59 slides, as described below.

1 Slide	Project Identification Page	Plain slide, with no graphics or decorations; must include chapter name, school, city, state, and project title.
1 Slide	Table of Contents	List the parts of the portfolio in the order in which the parts appear.
2 Slides	FCCLA Planning Process Summary Page	Summarize how each step of the Planning Process was used to plan and implement the chapter's program of work.
1 Slide	State Superior Chapter Award Application	Complete the State Superior Chapter Award Application and insert a copy of the signed application on this slide.
0–9 Slides	Content Divider Pages or Sections	Use 0 to 9 content divider/section pages or slides. Content divider/section pages may contain a title, a section name, graphic elements, thematic decorations, and/or page numbers. They must not include any other content.
Up to 45 Slides	Membership Campaigns	Actively recruit new members and maintain current ones through creative and innovative campaigns.
	Meetings	Schedule and indicate attendance at chapter, regional, state, and/or national meetings.
	Recognition Activities	Conduct and participate in ceremonies; and recognize chapter members for their efforts.
	Leadership, Competitive, Cooperative, and Individualized Projects/Activities	Engage chapter members in leadership activities, competitive events, cooperative projects, and individualized activities.
	Community Service Activities	Plan and conduct service projects benefiting the school and/or community.
	Chapter Resource Development	Maintain adequate chapter finances through fundraising campaigns or other efforts.
	Chapter Budget	Document the flow of money in and out of the chapter budget for the current year. Budget template in the FCCLA Advisor Portal and Student Portal.
	National Programs	Complete project activities related to national programs.
	Public Relations Efforts	Use a variety of public relations techniques to increase public awareness of FCCLA and Family and Consumer Sciences and/or related careers.
	Portfolio Appearance	Portfolio should be neat, legible, professional, creative and use correct grammar and spelling.



Chapter in Review

PORTFOLIO POINT SUMMARY

Chapter _____ Region Number _____ Level _____

LEAD CONSULTANT CHECK			POINTS
State Superior Chapter Award Application 0 or 2 points	0 Official documentation not provided in portfolio or is missing signatures	2 Official documentation not provided in portfolio	
Electronic Portfolio 0- 2 point	0 Electronic Portfolio not in viewable format to the evaluators	2 Electronic Portfolio not in viewable format to the evaluators	
Portfolio Slides 0-3 points	0 Portfolio exceeds the page limit	1 2+ errors	2 1 error
		3 no errors	
		Portfolio contains no more than 59 slides completed correctly, including: <ul style="list-style-type: none"> • 1 project ID page or slide • 1 table of contents page or slide • 1 Planning Process summary page on 2 slides • State Superior Chapter Application Proof • Up to 9 content divider slides • Up to 45 content slides 	
Punctuality 0-2 point	0 Portfolio was submitted late	2 Portfolio was submitted by March 1	

EVALUATOR'S SCORES

Evaluator 1 _____ Initials _____

Evaluator 2 _____ Initials _____

TOTAL _____

LEAD CONSULTANT TOTAL

9 Points Possible

AVERAGE EVALUATOR TOTAL

56 Points Possible

Rounded only to the nearest hundredth (i.e. 59.99 not 60.00)

FINAL SCORE

65 Points Possible

Average Evaluator Score plus Lead Consultant Total

RATING ACHIEVED	(Circle One)	Gold: 50-65	Silver: 35-49.99	Bronze: 20-34.99
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Chapter in Review PORTFOLIO RUBRIC

Chapter _____ Region Number _____ Level _____

PORTFOLIO							POINTS
FCCLA Planning Process Summary Page 0-5 points 0 or 5 points	0 Planning Process summary not provided	1 Inadequate steps in the Planning Process are presented	2 All Planning Process steps are presented but not summarized	3 All Planning Process steps are summarized	4 Evidence that the Planning Process was utilized to plan project	5 The Planning Process is used to plan the project. Each step is fully explained	
Membership Campaigns 0-5 points	0 Not evident	1 1 or no campaign shown	2 Campaigns described		3 Campaigns are creative, thorough and successful		
Meetings 0-3 points	0 No evidence shown	1 Meetings held/attended	2 Meetings scheduled but attendance not indicated		3 Meetings appropriately scheduled with attendance noted at chapter, district/ regional, state and/or national levels		
Recognition Activities 0-3 points	0 Not evident	1 Limited or no activities shown	2 Recognition activities are held appropriately		3 Recognition activities are creative and built into each event, multiple strategies		
Leadership, Competitive, Cooperative, & Individualized Projects and Activities 0-10 points	0 No activities listed	1 Members participate in 1 of the 4 areas identified	2 Members participate in 2 of the 4 areas identified	3 Members participate in 3 of the 4 areas identified	4 Members participate in each of the 4 areas identified	5 Members are engaged in each of the 4 areas identified. Strategies result in activities which support and strengthen the program of work	
Community Service Activities 0-5 points	0 Not evident	1 1 or no activities shown	2 Limited service activities shown	3 Service activities are evident and effective	4 2 or more creative and effective service activities with multiple partnerships	5 Extensive service activities and effective results	
Chapter Resource Development 0-5 points	0 No evidence shown	1 Limited evidence of resource development	2 1/more fundraisers or events to generate resources	3 Multiple fund development activities with varied results	4 Fundraisers and resources sought effectively	5 A developed system of seeking resources, fundraisers, donations	
Chapter Budget 0-5 points	0 No evidence shown	1 Budget is evident but lacks information details	2 Budget is evident and may be incomplete	3 Budget is adequate but not extensive	4 Budget is detailed	5 Budget is detailed and follows generally accepted accounting procedures	
National Programs 0-5 points	0 Not evident	1 1 program with limited scope	2 2 or less activities	3 2 or more activities	4 3 or 4 activities shown with effective results	5 5 or more activities shows with effective results	
Public Relations Efforts 0-5 points	0 No evidence	1 1 activity shown	2 2 or more activities shown		3 3 or more creative and effective activities with a variety of methods including technology		
Portfolio 0-5 points	0 Portfolio not used during presentation	1 Portfolio has many errors and is not aesthetically pleasing	2 Portfolio has minimal appeal	3 Portfolio has good word, color, and design choices	4 Portfolio has good word, color, and design choice	5 Portfolio is creative, appropriate and of high quality	

EVALUATOR'S COMMENTS:

Evaluator # _____

Evaluator Initials _____

Lead Consultant Initials _____

TOTAL

56 points possible

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