



# FBLA General Meeting

Thursday, 10/6/2022



# Today's agenda:

## NHS FBLA Meeting Agenda

10/6/22

- I. Call to order
- II. Approval of agenda
- III. PowerPoint
  - a. PWB Updates Mikaella Jones
  - b. Review of important paperwork Mrs. Tassa
  - c. CSP letter and updates CSP Team
  - d. Fall Leadership Conference Mrs. Tassa
  - e. FBLA Video Sarah Hurley
- IV. Adjournment

# Weekly (Every Wednesday) HSOCC Visitation Form



- As part of the PWB project, members will participate in weekly volunteer sessions in which they will engage in learning various business skills such as filing paperwork, learning management skills, and much more
- Volunteer sessions will be held every Wednesday from 3:00pm-6:00pm at the HSOCC facility
- There will be about 2-4 members per session and the first meeting is on Wednesday, October 12
- Please fill out the form thoroughly and have both you and your parent sign off on it and have it turned in to Mrs. Tassa's Room.



# PWB HSOCC Sparking a Bark October Events

**1 Oct.**

- North Beach Farmers Market- Partnering with SoMD Sweet Paws Bakery (8:00 A.M.-12:00 P.M.)

**8 Oct.**

- Pet Day 5K Walk/Run- North Beach (8:30 A.M.)

**7–28 Oct.**

- Winter Catalog Fundraiser

**22 Oct.**

- Roland's Grocery Store Bake Sale- Chesapeake Beach

**29 Oct.**

- Wag-O-Ween- Deale, MD (9:00 A.M.-4:00 P.M.)

**29 Oct.**

- Dickinson Jewelers Adoption and Donation Drive- Dunkirk/Prince Frederick, MD



Saturday,  
October 29th  
(9:00 A.M.-4:00 P.M.)  
Wag-O-Ween  
Deale, MD

# Wag-O-Ween



HUMANE SOCIETY OF CALVERT COUNTY PET  
ADOPTION EVENT AND HOLIDAY POP UP  
MARKET



SATURDAY, OCTOBER  
29TH, 2022

FROM  
10 A.M.-3 P.M.

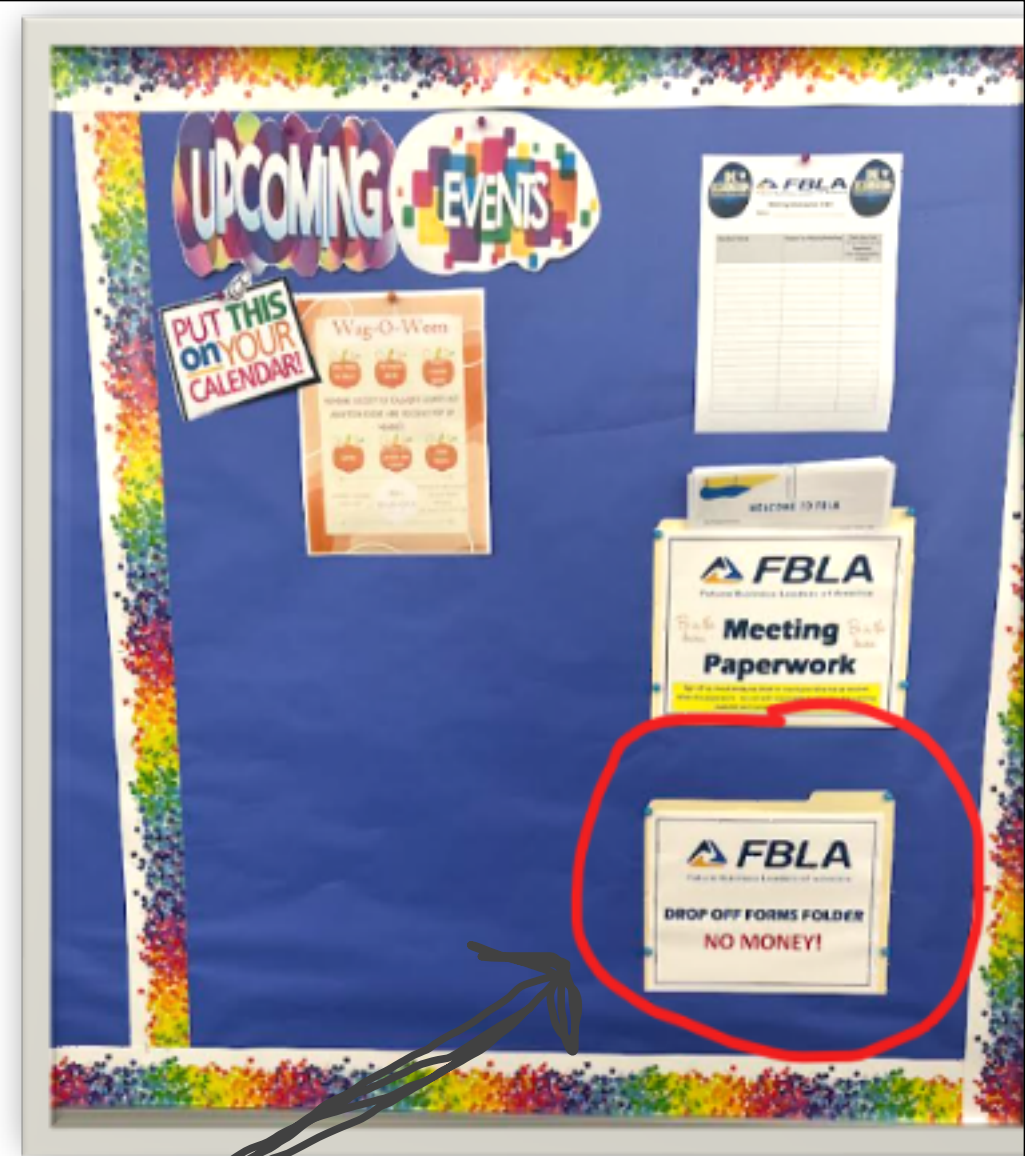
VINTAGE BY THE BAY AND  
THE BLUE HERON  
BOUTIQUE  
645 DEALE RD, DEALE MD

**Every member, Every officer must  
turn in all forms for every event.**

There should be a space on there if  
you are not available. If there is not,  
write in you are not available. This is  
the only way to adequately plan for  
ALL of our events & activities.

# Important **FORMS**

After membership is established (Monday, October 10), all forms will be distributed either QR code or paper version. Fill out however you feel most comfortable and fits your schedule best. Filling out forms helps our officers plan so please fill out; there will always be a box saying you are not available.



There is a folder on the FBLA bulletin board inside Mrs. Tassa's room for you to drop off all forms. **NO MONEY** should ever be put in that folder.

# REVIEW of Important FBLA Paperwork



# Northern High School FBLA22-23 Application



## About Me

Name \_\_\_\_\_ Grade \_\_\_\_\_ Age \_\_\_\_\_

This is my \_\_\_\_\_ year in FBLA, T-shirt size \_\_\_\_\_

Did anyone **recommend/refer** you to FBLA? Yes/No If yes, who? \_\_\_\_\_

Mailing Address: **House#/Street:** \_\_\_\_\_  
**City/State/ZIP:** \_\_\_\_\_  
\*\*Please print legibly as this information will be used for mailing documents

Home Phone \_\_\_\_\_ Student Cell Phone \_\_\_\_\_

Student Email Address (print legibly) \_\_\_\_\_

Name(s) of Parent(s)/Guardian(s) \_\_\_\_\_

Cell Phone of Parent/Guardian \_\_\_\_\_

Email Address of Parent/Guardian \_\_\_\_\_

## Education and Schedule

Names of Three Teacher Recommendations: (list their names only; you do not need to obtain signatures: if you are in 9th grade, list either current teachers or middle school teachers)

**THIS SECTION NOT NEEDED IF YOU WERE A MEMBER OF FBLA LAST YEAR**

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

### Current School Schedule:

List course and teacher

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_

Sports and Other Activities You Are Involved In: \_\_\_\_\_

## Commitment

- Are you committed to learning about FBLA and being committed to its mission, purpose, and projects? **Yes/No/Maybe**
- Are you committed to dedicating 50% of your time to FBLA if you are involved in sports or other activities (this means if you have practice or a meeting for another group, attend ½ with FBLA and ½ with the other commitment on Thursdays or split up the meetings – attend FBLA one week, and attend the other commitment the next week) **ALL GAMES ARE EXCUSED Yes/No/Maybe**
- Are you committed to seeing projects through and doing what is asked of you for the betterment of the project, the organization, and to be accountable to yourself and FBLA? **Yes/No**

## Qualifications

- Do you feel that you would represent NHS FBLA in a positive manner and not participate in unacceptable behavior on ANY field trips? **Yes/No/Maybe**
- What is your **WHY** behind joining FBLA? \_\_\_\_\_
- **If you are a returning member**, in order to be considered for membership, please tell me the years you were involved and all activities you participated in: \_\_\_\_\_
- What are some things you would like to **learn** about in FBLA? \_\_\_\_\_

## Dues and Financial Options

Check off the level of FBLA you are seeking to be involved in:  
\_\_\_\_\_ Basic Membership Fee (**\$50 annual dues**)  
\_\_\_\_\_ Full Membership Fee (**\$100 annual dues**)

Do you understand that FBLA is not free and that all conferences and competitions cost money and that you will either pay this money OR fundraise this money? **Yes/No**

## Other Information

Have you ever quit FBLA mid-year and are trying to return? **Yes/No**  
Why did you quit? \_\_\_\_\_

Why do you want to return? \_\_\_\_\_

What times of the year are you the busiest and want us to know you will be less active during those months? **Any other information you want advisor and officer team to know:** \_\_\_\_\_

Must be filled out by all members

Turn in with contract and dues, all at one time

Dues explained on next slides

Deadline for all applications, contracts, and dues is October 7. No exceptions, no extensions.



Future Business Leaders of America

Northern High School FBLA Contract
2022-2023 School Year

Your Name \_\_\_\_\_ Grade \_\_\_\_\_
Year(s) in FBLA: \_\_\_\_\_

The accountability contract below and on the following pages dictates and outlines the expectations set forth by the FBLA organization at Northern High School. Please initiate each section accordingly after both you and your parent(s) have read each section and then sign the contract at the end. This contract will be upheld and enforced for the 2022-2023 school year to ensure success, accountability, and effectiveness within our organization.

Section 1) General Attendance Requirements

General Meetings will be held every Thursday. Each member is required to attend 80% of general meetings unless permitted by the Northern High School FBLA Presidents (Sarah Hurley or Gent Bowie) or the Northern FBLA chapter's advisor (Nancy Tassa). Members are also encouraged to complete the first level of the Business Achievement Awards, although this is not a requirement. (It will be explained after the NHS FBLA chapter delegation has been selected and finalized. Please to schedule academic retakes or other issues around FBLA meetings. Attendance at meetings is important for the structure & success of our organization and allows members to contribute equal to our chapter. Meetings are the facilitator of the major aspects of FBLA; they distribute information about the activities and events inside and outside of FBLA, which constitute the backbone of FBLA. Meetings will not be held if one is not needed. Members will be notified of these cancellations before the meeting date.

Student Initials \_\_\_\_\_ Parent Initials \_\_\_\_\_

Section 2) Conference and Event Attendance

Attendance is highly encouraged at all conferences and competitive events. This includes the state conference, regional competition/conference, and state competition/conference. Members are required to participate in the regional level of FBLA competitions. More information on the competitions will be provided as the competition date draws near. Along with this, members are required to participate in at least three days of FBLA Spirit Week. If there is a reason a member may not be able to attend any conferences or competitions, this should be communicated in advance and must be approved by the advisors and upper-level management. (President(s) and Vice President(s)). Conferences are expensive and officers and families should plan accordingly for the financial aspect of FBLA. Fundraisers are planned and officers should be actively involved in fundraising activities. If finances are an issue or burden for any family or officer AFTER fundraising

have been done, that should be communicated with Mrs. Tassa so alternative financial arrangements can be made. We never want finances to be a reason any officer or student cannot attend a conference. Mrs. Tassa is happy to assist and/or work with any family for any financial reasons.

Student Initials \_\_\_\_\_ Parent Initials \_\_\_\_\_

Section 3) Financial Aspect of FBLA

What constitutes the financial aspect of FBLA?

- FBLA does cost money; it costs money to join as a member for all three levels; national, state, and NHS membership. (\$30)
FBLA t-shirts required, should be worn for all FBLA activities for current year, \$15
There are many activities and events that FBLA plans which cost money. This could be through parent ticket sales, parent donations to drives for our chosen beneficiaries for the year, donations for our various fundraisers or other activities; WE KNOW WE ASK FOR A LOT throughout the year. Because of our many activities and events, we skillfully continue to rank in the top spots in MD and sometimes in the nation; our work in the community is because we work together as a NHS FBLA community to make things happen and make them exceptional. We cannot do this without student and parental involvement. When you've been maxed or tapped out with donations, please let Mrs. Tassa know this. We will understand. These will also be an option for when members turn in their dues, you can pay for most things upfront. This is not required, but if you don't want to run out every few weeks late at night, this does work best for some families.
All conferences and competitions also cost money. These costs are approximate.
o Fall one-day conference -- \$60
o Regional competitions -- \$10
o State, three-day, two-night conference/competitions -- \$300
o National conference/competitions -- \$1,300
\*\*all levels of competition are progressive and advancement from each level is required to move to the next level

Section 3) Academics at Northern High School

First and foremost, you are a student. Having above average-excellent grades is something you all should strive for. Teachers talk to teachers and being a respectful, high-achieving student is important to Mrs. Tassa as it should be to you. Please know that your teachers and I will be in direct contact so any issues that you are having should come from you first before a teacher informs me. Being successful in the classroom is just as important as being successful within FBLA. Should your grades fall below a C average, you may be asked to step down from FBLA.

Student Initials \_\_\_\_\_ Parent Initials \_\_\_\_\_

Section 4) Project Participation

Each member must be active in our annual projects throughout the 2022-2023 school year. Members are required to participate in aspects of all projects, those being the American Enterprise Project, the Community Service Project, and the Partnership with Business Project. Project coordinators are expected to inform members of activities and events at least two weeks in advance so that rides and planning can be coordinated amongst families. All project coordinators will oversee drafting a calendar for the year with monthly activities; this calendar will be made and given at the start of the 2022-2023 school year with as many dates as possible.

-Project Participation (Community Service Project)

Required four visits to the Boys and Girls Club
\*\*Participation in all major events is required (requirements for each major project will be fully explained as each event approaches; non-participation in these events will be dismissal from the organization as the CSP is an extensive, inclusive, and major project within NHS FBLA

-Project Participation (American Enterprise Project)

\*\*Attend at least three meetings/contribute towards 6+ lesson plans, participate in either Restaurant Business Plan or Workshop Event
\*\*Encouraged: Initiate a lesson for Marketing Monday.

-Project Participation (Partnership with Business)

\*\*Participate and attend at least three volunteer sessions in the year.
\*\*Members/officers are required to attend at least two major events affiliated with HSCC.

Student Initials \_\_\_\_\_ Parent Initials \_\_\_\_\_

Section 5) School Attendance/Successful School Participation

It is expected that you will have a successful attendance record at Northern High School. Extenuating circumstances may exist, but regular attendance, as well as being punctual to class is an expectation. When absent, you are responsible for communication and positive interaction with your teachers to maintain a mutually respectful relationship. Should there be any issues with attendance, that should be communicated with Mrs. Tassa or one of the Presidents or Vice Presidents of our FBLA chapter in a timely manner. If necessary, a plan will be documented and enforced between the member, Mrs. Tassa, and any teacher(s) involved. If attendance fails to improve, the executive board and/or Mrs. Tassa may decide about the possible termination from the FBLA. Getting into trouble within school or other extra-curriculars could also cause a possible termination from FBLA. Please make responsible, wise, and respectable choices that your family and your FBLA team can be proud of.

Student Initials \_\_\_\_\_ Parent Initials \_\_\_\_\_

We have read and fully understand the elements of this contract and agree that it will be upheld for the 2022-2023 school year. We understand the responsibility of the members to meet all guidelines & expectations. If the contract is not upheld, accountability, will be enforced and termination would be possible from FBLA.

Student Signature \_\_\_\_\_

Parent Signature \_\_\_\_\_

Parent Phone: \_\_\_\_\_

Parent E-Mail: \_\_\_\_\_

Date: \_\_\_\_\_

Concerns: \_\_\_\_\_

Read before you and a parent sign. FBLA is a business organization and accountability is important.

Covers general attendance requirements, conferences and event attendance, financial aspects of FBLA, academic, project participation, school attendance, and successful school participation.



- Required for every student across the country for their school chapter, state chapter, and national FBLA (breakdown on next pages)
- Cannot be registered for any events without paying dues (goes into national and state database)
  - One-time fee of either \$50 or \$100 (explained on next slides)
    - **Due on October 7 with application and contract**
- **First ten members that turn in all paperwork and dues will receive a free pizza party with the first 10 officers that do the same**



# Dues Options for FBLA

Option #1 (Member A)	Option #2 (Member B)
<p>Basic Membership Fee, plus t-shirt; all other requests for donations and fees will be turned in when requested throughout the year</p> <ul style="list-style-type: none"> <li>National dues, \$10</li> <li>State dues, \$10</li> <li>NHS dues, \$10</li> <li>FBLA T-shirt, \$15</li> <li>Regional competition fee, \$5</li> </ul> <p><b>**we will be designing one shirt for this year AND all future years so that we don't order new shirts each year with different says or with our years. Once you pay this t-shirt fee, you won't have to pay it again unless you want the exact same shirt.</b></p> <p><b>**t-shirts should be worn for all FBLA-themed events and activities when professional dress is not required.</b></p>	<p>Full Membership <u>Fee</u>; All In NOW, <u>we don't want to be asked for donations later</u>:</p> <ul style="list-style-type: none"> <li>National dues, \$10</li> <li>State dues, \$10</li> <li>NHS dues, \$5 (will lower to accommodate all other expenses)</li> <li>FBLA T-shirt, \$10 (we will cover rest if goes over)</li> <li>Regional competition fee, \$5</li> </ul> <p><b>Project Donation Requests:</b> (would not have to bring in later throughout the year; your dues will cover <u>this</u> and project coordinators can purchase what is needed)</p> <ul style="list-style-type: none"> <li>Turkey Trot donation, \$5</li> <li>Dog Jog donation, \$5 (HSCC)</li> <li>Angel Tree donation, \$10</li> <li>Humane Society events, \$15 (Wag-o-Ween, Purse Bingo refreshments, and others)</li> <li>Boys &amp; Girls Club Meeting Refreshments and Expenses, \$5</li> <li>Basket Donations (for our silent dinner and auction on 2/4, we form FBLA baskets such as chocolate lovers, rainy day, game day, etc. – this will cover you up front and you won't have to go out and get things) - -\$20</li> </ul>
<b>Total, \$50</b>	<b>Total, \$100</b>
Everything else we need for the year would be brought in as needed and requested	Does not include drives we are having for projects such as a board game drive for the Boys and Girls Club OR a donation drive for the Humane Society of Calvert County. This will be family-volunteer & charitable based & also promoted to the rest of NHS.
Does not include drives we are having for projects; this is for event costs	Does not include any tickets to events such as auction, 5K's etc that will be member driven
Does not include any tickets to events such as auction, 5K's etc that will be member driven	<i>Students can earn back this fee through working two donut sales typically (if the sale goes well) and/or through various catalog fundraisers. Those funds can also be used for future FBLA conferences, events, and competitions.</i>
<i>Students can earn back this fee through working one donut sale typically (if the sale goes well) and/or through various catalog fundraisers. Those funds can also be used for future FBLA conferences, events, and competitions.</i>	

## Member/Parent Preference for Membership

As stated on our 2022-2023 FBLA contract, FBLA can be expensive. Our three main projects, which are the backbone of each FBLA year, ask for a lot of financial assistance from families to make them successful. These projects benefit different community organizations and are in the spirit of volunteerism. We know these projects, events, and activities would not be possible without the FBLA families. We thank you in advance. Please check off your membership preference below. **All checks should be made payable to Northern High School.** All paperwork and money are due at the same time.

Member Name \_\_\_\_\_ Grade \_\_\_\_\_

I wish to pay the following option and be tracked as the following type of member in FBLA for the 2022-2023 school year (tracking is used solely for communication purposes so we don't continue to ask parents/members who have already donated for the year)

\_\_\_\_\_ Option #1 (Member A); \$50 basic membership only. We know we will be asked for other fees and donations throughout the FBLA academic year.

\_\_\_\_\_ Option #2 (Member B); \$100, full membership fee. We know the majority of upfront costs for projects, activities, and donation requests are being paid for now. We will not receive requests or reminders for these fees.

\_\_\_\_\_ If you need a payment plan, please specify this here and tell me how you will be paying and for which membership. \_\_\_\_\_

\_\_\_\_\_ Members may also ask family members, friends, or any business to sponsor their membership. (letters and forms can be sent home) Please check here if you want this option.

Member Signature \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_

Parent/Guardian E-Mail \_\_\_\_\_

Date \_\_\_\_\_

Questions/Concerns:

**Check off which membership you want, sign, parent sign, explain difference to parents, turn in with contract and applications**

# Community Service Project Letter



September 15, 2022

Dear FBLA Families,

Every year, an important aspect of our FBLA chapter is our selected Community Service Project (CSP). Similar to individual competitive events, and our other two major student-led projects, CSP creates a unique opportunity to learn leadership and executive skills while simultaneously supporting a community organization of choice. This year, we have chosen The Boys and Girls Club of Southern Maryland as the beneficiary. The Boys and Girls Club of Southern Maryland (BGCSM) provides valuable after-school support for many families at a very low cost, and through our partnership, we will support them via financial donations as well as help weekly in their after-school programs. Thank you in advance for your assistance in making this project meaningful and effective!

#### Our Goals:

- Form relationships with the students of the BGCSM by visiting frequently.
- Support the families that rely on the BGCSM with tuition payments.
- Donate \$10,000 to the BGCSM to assist in operating costs.
- Hold a collection drive for books, school supplies, and toys.
- Support the BGCSM with a holiday party.
- Assist the staff at the BGCSM in creating promotional materials and advertisements.
- Expose FBLA members to the importance of organizations like the BGCSM while learning important business skills.

#### What we are asking for from members:

- Participation in major fundraising events. This can include planning, set-up, and working events like a Turkey Trot 5k or a Dinner and Live Music Night.
- Assistance in the Penny Wars event during 1-2 lunch periods.
- Visit the BGCSM at least four times. There are about 3-4 opportunities to meet per month at the BGCSM's facility in North Beach. These meetings will occur on most Wednesdays from 3:30-5 PM, and we will provide sign-ups for these dates as they get closer. While there, we will play games and host activities for the students. If you have a recurring scheduling concern, we are very flexible, and if transportation is a concern, we plan to encourage a carpooling system.
- When you visit, you will need to have a completed parent/guardian permission form and access to your SSN. Students will need to recite their SSN to the Programming and Operations Director. This is solely for a quick background screening and will not be saved anywhere. If this is an issue, please reach out to us.
- Maintain clear communication on any concerns or issues that arise.

#### What we are asking for from families:

- Support your member's participation in this year's CSP.
- If you are able, contribute to fundraising events, drives, and attend restaurant nights.
- Support your member in participating in our major events like the Turkey Trot 5k and a dinner night.
- Transportation to and from the BGCSM's facility in North Beach for your member's visits. We are planning on incentivizing and setting up a system to carpool. When you complete the slip below, please indicate your preferences on this subject.

Please complete the portion below and return by Friday October 7 (the sooner, the better):

Member Name: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Parent/Guardian Contact Information: \_\_\_\_\_

I \_\_\_\_\_ support my child's involvement in this year's Community Service Project benefitting the Boys and Girls Club of Southern Maryland. I understand what it entails for myself and my member, and I am willing to support them with it.

Parent/Guardian Signature: \_\_\_\_\_

I \_\_\_\_\_ understand and am willing to do what the Community Service project will require of me this year.

Member Signature: \_\_\_\_\_

#### Parents/Guardians, please check all that apply regarding transportation:

- My member is old enough to drive themselves to any events, and I am okay with them doing so
- My member is old enough to offer rides to other FBLA members, and I am okay with them doing so.
- My member is allowed to ride with other FBLA members driving
- My member is allowed to ride with Mrs. Tassa or other teachers at NHS
- My member is allowed to ride with other parents/guardians (even if they are not CCPS volunteers)
- I am able to drive only my member to the BGCSM
- My member is NOT allowed to ride with others and I will provide transportation for them
- I am willing to carpool students to the BGCSM
- I am a CCPS volunteer

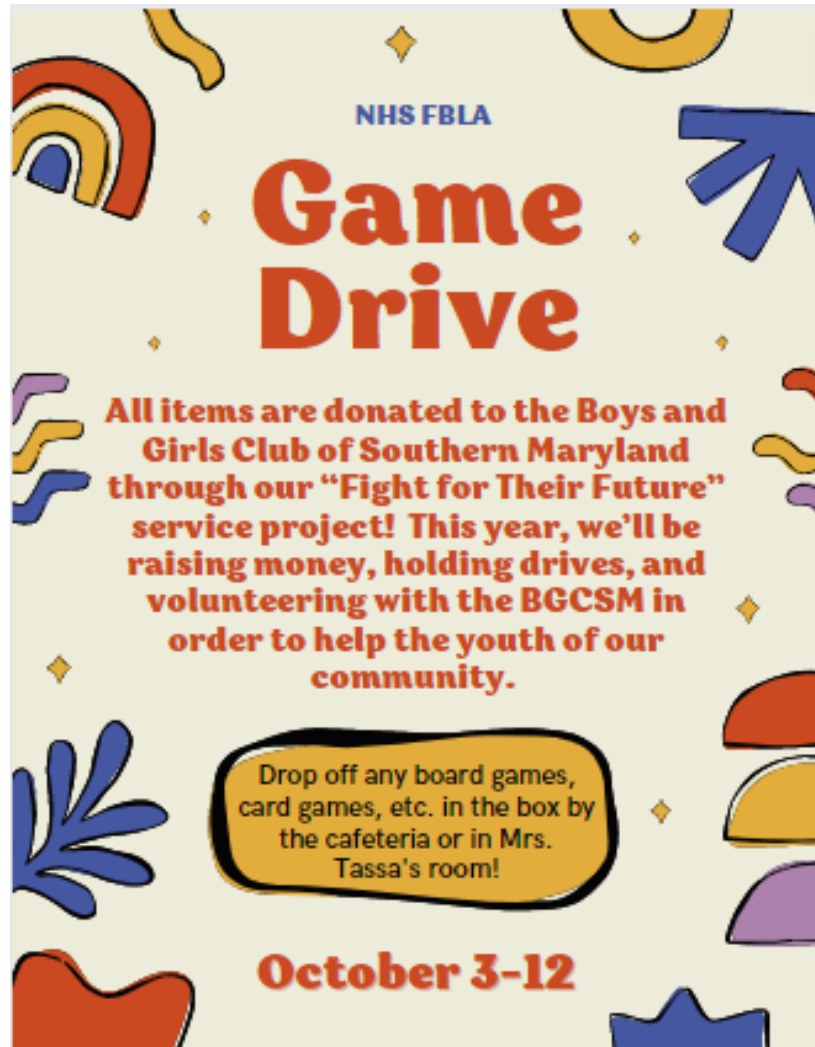
Thank you so much for your involvement in the success of this year's CSP. List any questions, comments, or concerns below.

- Purpose of Form
- Check –off Options
  - Lots of opportunities to assist the BGCA this year!
- You get out of it what you put into it – Mrs. Tassa's motto for FBLA





CSP Paper Form  
Visitations



**Have any board games you don't use anymore? Consider donating them to our game drive!**

# Turkey Trot 2022 – The first major CSP event

## What We Need...

### Before the Event:

- T-Shirt Design
- Decorations (banner, balloons, etc.)
- Refreshments (planning, sourcing, setup)
- Community outreach/advertisement

### During the Race:

- Registration(front desk)
- Timing
- Course guides



Scan HERE to sign up for committees and jobs!

**Everybody must do something!!!**  
Jobs with limited spots are first come first serve!



**ALSO!!!**  
Everyone must promote our main events on social media or elsewhere and email proof (screenshot) to s50561 and Mrs. Tassa.

 **NORTHERN HIGH SCHOOL FBLA PRESENTS** 

## 2nd Annual Turkey Trot 5K for Charity

All proceeds will be donated to the Boys and Girls Club of Southern Maryland.

**SATURDAY NOVEMBER 19,** Registration deadline: Nov 1st  
**7:45-9:30** Register by Oct 20 to receive event T-Shirt at NO ADDITIONAL COST

@ **NORTHERN HIGH SCHOOL,**  
**2950 CHANEVILLE RD,**  
**OWINGS, MD**

Stretch your legs in the fall air, and preemptively sweat off that delicious Thanksgiving dinner, all in support of the Boys and Girls Club, a charity dedicated to helping our future generations grow up to be prosperous citizens.

Standard Ticket: \$30  
Day-of registration: \$40  
Student Athlete: \$20

To register, scan the QR code  
Questions or concerns?  
Contact Nancy Wilt-Tassa, NHS FBLA Advisor at  
wilttn@calvertnet.k12.md.us





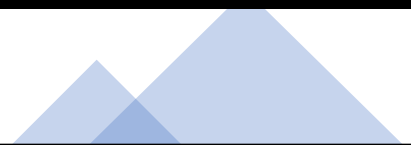
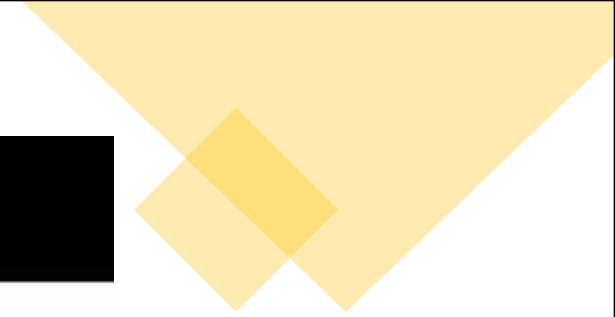
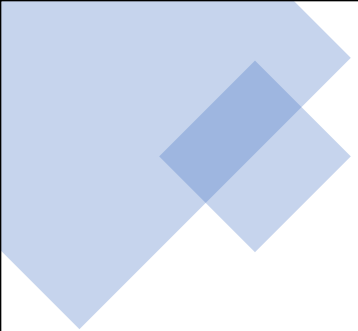
**Maryland FBLA**  
**2022 Fall Leadership Conference**  
**Baltimore Hunt Valley Inn - Hunt Valley, MD**  
**November 2, 2022**

**Tentative Conference Agenda**

*As of September 16, 2022 -- Please note that the schedule is subject to change.*

**Wednesday, November 2, 2022**

- 9:00 – 10:30 a.m. **Registration**
- 10:00 – 10:45 a.m. **Workshop Session 1** *(four concurrent workshops—attendees pick one to attend)*
- 10:45 – 10:55 a.m. **Break**
- 10:55 – 11:35 a.m. **Workshop Session 2** *(four concurrent workshops— attendees pick one to attend)*
- 11:45 a.m. – 1:45 p.m. **General Session, Lunch, and Networking Session**  
*(lunch provided—cost included in conference registration fee)*
- 1:55 – 2:40 p.m. **Workshop Session 3** *(four concurrent workshops— attendees pick one to attend)*
- 2:40 – 2:50 p.m. **Break**
- 2:50 – 3:35 p.m. **Workshop Session 4** *(four concurrent workshops— attendees pick one to attend)*
- 3:35 p.m. **Depart Conference**



Be recognized  
on the national  
level