

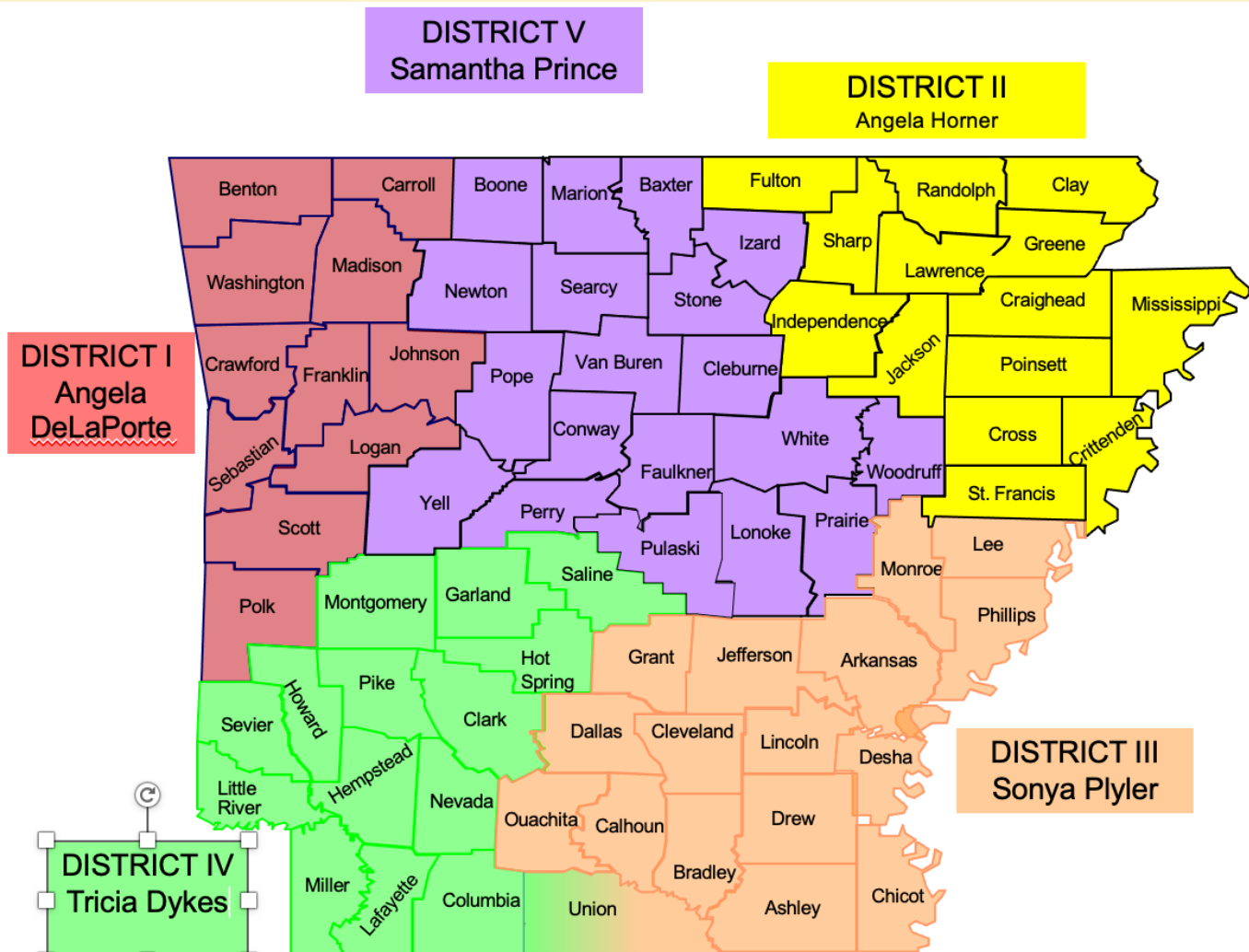
Arkansas



Middle Level
District V FBLA
2024-2025

Arkansas Middle Level FBLA Districts

District V – Baxter, Boone, Cleburne, Conway, Faulkner, Izard, Lonoke, Marion, Perry, Pope, Prairie, Pulaski, Searcy, Stone, Van Buren, White, Woodruff, and Yell.



FBLA MID-LEVEL DISTRICT MAP

2024-2025 District V Middle School Officer Team



Sofia Reck

Vice President
Clinton Junior High
Patti Passmore, Adviser
passmorep@clintonsd.org



Emma Fisher

Vice President
Pulaski Heights Middle School
Jodie Waldron, Adviser
Jodie.waldron@lrsl.org



Kenley Sherwood

Treasurer
Rose Bud High School
Jennifer Petray, Adviser
jpetray@rbsd.k12.ar.us



Logan Hooten

Reporter
Lonoke Middle School
Valerie Hooten, Adviser
Valerie.hooten@lonokeschools.org



Judd Carter

Secretary
Dardanelle Middle School
Zach Carter, Adviser
Zach.carter@dardanellelizards.com

FBLA Facts and Information

What is FBLA?

FBLA is a national vocational student organization for students in high schools and middle schools who are interested in business or business education careers. Over 13,000 students in more than 300 high school chapters and over 4,000 students in 120 middle level chapters participate in Arkansas FBLA. Benefits of membership are leadership skills, business competencies, community responsibilities, and self-confidence.

Who can join?

Any secondary student in grades 9-12 who is interested in a career in business and has taken or is currently enrolled in at least one business course is eligible for membership in the high school division. Membership in the middle school division is open to students in grades 6-9 who accept the purpose of FBLA-Middle School Division, subscribe to its creed and demonstrate willingness to contribute to good school-community relations. Additionally, a middle school chapter must be chartered at the school.

How does FBLA benefit students?

FBLA provides innovative leadership development programs to bring business and education together in a positive working relationship.

What does FBLA do?

FBLA provides the business leaders of tomorrow with the necessary skills to successfully compete in the job market, pursue postsecondary education, or manage personal skills. Members learn how to lead and participate in group discussions by engaging in practical problem solving and decision-making activities. FBLA members learn the value of competition through directed competitive events.

What are examples of local chapter activities?

Professional

Professional activities provide members with a business connection for their future. Guest speakers, panel discussions, visits to business and industry, and shadowing experiences are used as instructional projects for a chapter's program of work.

Leadership

Participation in FBLA activities as a member, committee chairperson, or officer provides experiences that contribute to the development of a positive self-image and a feeling of accomplishment.

Community

Chapter activities that make a contribution to the community provide members with the opportunity to develop civic pride and responsibility. Members also meet influential business and community leaders, learn the steps necessary to complete a project, and work with business and government officials.

Service

The main purpose of service projects is to help others and these activities can be tailor-made for the school and community.

Important Arkansas FBLA Information

Membership Dues

- ☐ FBLA Dues: \$15 (\$10 National & \$5 State)
- ☐ Renew dues online at www.fbla-pbl.org
- ☐ Send payment with invoice to:
 - National Membership Dues
 - FBLA-PBL, Inc.
 - P.O. Box 79063
 - Baltimore, MD 21279-0063
- ☐ Dues must be received in the national office by the following dates to participate in the following conferences:
 - District Leadership Conferences: **January 1**
 - State Leadership Conferences: **January 1**
 - National Leadership Conferences: **March 1**

District V Middle School FBLA Website

<https://www.ardistrictvmlfbla.com/>

The Arkansas District V FBLA website is the portal for conference registration and other information such as documents and calendars. Check here for the latest chapter news throughout the district.

Arkansas FBLA Website

<https://arkansasfbla.weebly.com/>

The Arkansas FBLA website is the portal for conference registration and other information such as documents and calendars. Check here for the latest chapter news throughout the state.

National FBLA-PBL Website

www.fbla-pbl.org

The National FBLA website is maintained by the national office. Check this site to renew your membership, register for national conferences, submit national awards, browse the Adviser Mentoring section, and view the message boards and chapter news from across the nation.

District V Middle School FBLA Social Media

District V Middle School FBLA has a presence on social media for our members and advisors.

Instagram: @ardistrictVmlfbla

District V High School FBLA Social Media

District V High School FBLA has a presence on social media for our members and advisors.

Instagram: @arfbldistrictv

Facebook: Arkansas District V FBLA

Arkansas FBLA Social Media

Arkansas FBLA has a presence on several social media platforms for our members and advisors.

Facebook: Arkansas FBLA

Instagram: @ArkansasFBLA

Make sure to publicize these to members and check them often for news and pictures from our state organization.

State and National Theme

The 2024-2025 State and National Theme is: **Dare to Dream, Dare to Lead**

Logos can be found [here](#).

Important Contact Information

District V MS FBLA Coordinator

Samantha Prince

Pottsville Junior High

samantha.prince@pottsvilleschools.org

Address:

District V MS FBLA

250 Apache Drive

Pottsville, AR 72858

Phone: 479-968-6575

Arkansas MS-FBLA State Adviser

Morgan Ruff

morgan.ruff@ade.arkansas.gov

Address:

3 Capitol Mall, Room 502

Little Rock, AR 72201

Phone: 501-682-1774

Experience FBLA by Attending Conferences

District V Fall Leadership Conference

The Fall Leadership Conferences offer leadership development, keynote speakers, and workshops by division, and more that will kick off your year in FBLA.

When: Monday, October 28, 2024

Where: University of Central Arkansas, Conway

Cost: \$15 (\$1 goes towards door prizes for Fall Conference)

Where to register: See information attached.

National Fall Leadership Conference

Join FBLA members from across the nation at the National Fall Leadership Conference. Participate in exciting workshops and sessions and attend the Arkansas meeting!

When: November 8-9, 2024

Where: Columbus, Ohio

**National conference registration is subject to change.*

District V Spring Leadership Conference

The Spring Leadership Conferences offer many competitive events, keynote speakers, as well as district officer elections.

When: Friday, January 31, 2025

Where: University of Central Arkansas, Conway

Cost: \$10 (Subject to Change)

Dues Eligibility Deadline: January 1st—registered and paid on National Website

Where to register: online at Register My Chapter, information will be sent out in late November

State Leadership Conference

This year's State Leadership Conference will be held at the State House Convention Center in Little Rock on April 1-2. This will provide yet another opportunity for your students and chapter to shine as they compete among the best in the state in our competitive events program and state officer elections. Make sure you don't forget these deadlines while planning your chapter's busy FBLA-PBL Week activities.

When: April 9, 2025

Where: State House Convention Center, Little Rock, Arkansas

Cost: \$40 (Subject to change)

Dues Eligibility Deadline: January 1st

Where to Register: online at www.registermychapter.com/fbla/ar

National Leadership Conference

Join over 12,000 FBLA members from across the globe at the 2023 National Leadership Conference in Atlanta, Georgia. The NLC concludes the year's activities and sets the stage for the upcoming school year. FBLA and PBL members and advisers participate in business-related and leadership development workshops, tour business and corporate facilities, elect national officers, and participate in national competitive events.

When: June 29-July 2, 2025

Where: Anaheim, California

Cost: \$100-150 (subject to change)

Where to Register: online at www.fbla-pbl.org

**National conference registration fees are subject to change.*

District V Middle School Fall Leadership Conference Information

FBLA members and advisers make plans to attend the District V Middle School FBLA Fall Conference at UCA, Conway in Reynolds Auditorium on Monday, October 28, 2024. Conference Packet Pick-Up will be held in the main lobby at the front of Reynolds Auditorium beginning at 8:15 a.m. and the general session of the conference will start promptly at 9:30 a.m. and the conference is expected to conclude around 12-12:30 p.m.

Registration and T-shirts

The registration site is open from 8:00 am Monday, August 23rd to 5:00 pm on Friday, October 4. The registration spreadsheet is attached in the email. The registration costs for the conference are as follows:

- Students \$15
- Advisers \$10
- Guests-Chaperones \$10
- Current District Officers \$10
- Non-attending Student \$13—for tshirt only
- The registration cost increases by \$2.50 for 2XL shirts and \$3.50 for 3XL shirts.

Registration cost includes the new 2024-2025 District V MS FBLA t-shirt for every member and adviser. Students who do not wish to attend the conference, but wish to purchase a t-shirt, must be registered as a Non-attending Student and pay \$13 (cost of the t-shirt). The design for the t-shirt will be sent out before the conference.

T-shirt pickup points will be emailed out the week before the conference. If you do not get your shirts at the designated pickup locations your shirts will be available at packet pickup and students and advisers will have to go to a restroom to change into the district t-shirt.

NO REGISTRATION CHANGES can occur after the **5:00 pm deadline of Friday, October 4th**, therefore, make sure your t-shirt order is as accurate as possible. No extras will be ordered.

Registration checks **must be received by Friday, October 25th**. If you cannot get your check to me by that date, please **let me know** and bring your registration money to the Registration Desk on the morning of the conference.

Your **CHECK** is to be mailed to: **District V ML FBLA, 250 Apache Drive, Pottsville, AR 72858**

FBLA is NOT set up to accept credit cards

Registration Instructions

You will be registering using the attached Excel Spreadsheet. The registration form is an Excel Spreadsheet, please add your students, advisers, guests, non-attending students, their t-shirt sizes, and whether or not you are ordering officer medallions. When everyone is entered you need to review and submit your registration to Samantha Prince by email samantha.prince@pottvilleschools.org. **An invoice is automatically created for you on the 2nd worksheet tab** to print and to submit payment for your registration. PLEASE make sure you fill out your school information and Adviser information at the top of the spreadsheet.

VIDEO TUTORIAL For Registration--

Conference Dress Code

Students, guests, and advisers may wear jeans with their new district t-shirts; however, the jeans may **not** have holes in them or be sagging. Tennis shoes, sandals, or boots are acceptable to wear with jeans for this meeting. Advisers, before allowing your members on the bus, please make sure that their jeans are appropriate. No shorts are allowed.

Local Officer Installation

Each chapter will have an opportunity to participate in a District-Wide Local Officer Installation Ceremony. Keepsake officer medallions are available for pre-order for only \$6 each. If you would like to participate in the local officer induction at the conference, make sure you fill in the box on your tshirt registration and submit by the deadline. You do not have to get medallions. If you already have a special officer installation ceremony at your school, this is in no way meant to replace that experience. Rather, this is an opportunity for your chapter and officers to be recognized. Please send the money for your medallions with your registration. **The deadline for your officer medallion order is Friday, October 4, 2024.**

CONFERENCE CHANGE—The officer team has decided that the stage is too crowded, so the installation will take place at your seats or in the aisles in audience. This will allow for better pictures and the stage not being crowded.

Member Induction

Each chapter will have an opportunity to participate in a New Member Induction Ceremony at the conference this year. Not only will it help with your students' Explore Awards, it will be a great way to recognize your new to FBLA members. We hope that everyone will participate in this ceremony.

Make a Wish Wishing Monday

This year as a Middle Level State Goal each Middle Level District is raising money for Make a Wish Foundation. We hope to grant one wish as a State Chapter at the State Conference. We will be passing around wishing wells (buckets) during the Fall Conference to gather change and money for the Make a Wish Foundation. Please tell your students about this event ahead of time so they might bring change and money for the wishing wells. If your chapter wants to do a fundraiser for Make a Wish Foundation and bring the money to the Fall Conference, that would be great also.

Forms

Please print the **Conduct Rules & Permission Slip, AAA Form, and Agreement Form** that are located in this packet and will also be on our district website. Advisers, please make a copy of the Conduct Rules and Permission Slip for every member that will be attending the conference. Once a member returns the permission slip, please have them sign the **Agreement Form**. The AAA Form and Agreement Form (with your principal or superintendent's signature) must be uploaded to <https://forms.gle/r5SAgARtF735gewj7> by **Friday, October 4, 2024! You will keep the permission slips. Your forms should be labeled as follows: AAAForm_SchoolName and AgreementForm_SchoolName.**

Please fill out the 2024-2025 Adviser's Data Form for each advisor at your school:

<https://forms.gle/2b4VWo8MSPrmkSCP8>

Parade of Presidents

This year we will be having a Parade of Presidents section in our Fall Conference Program. Each chapter present is encouraged to PLAN a fundraiser for the Make A Wish Foundation before the Spring Conference.

At the conference, each chapter president will come to the floor and give a report on their chapter. The president should cover:

1. President's Name and School
2. How many people are in attendance at the conference for their chapter
3. Number of Advisers in attendance from your chapter
4. Your chapter's favorite activity

I hope that this will be valuable for all our FBLA chapters and give ideas to other chapters on how they can continue to get their members involved.

Battle of the Chapters

Your District V Middle Level Officer Team has changed The Battle of the Chapters this year! We will do a Kahoot and play from your phones in the audience. You can have everyone in your chapter participate. There will be a door prize for 1st, 2nd, and 3rd place!!!

National Anthem

District V is seeking audition (audio only) files of FBLA members that can sing *The Star-Spangled Banner* in *acapella* and would be willing to share that talent at the opening of the session at the Fall Conference October 6th. Please send your video, to be judged by a choral director, to Samantha Prince via email to Samantha.prince@pottsvilleschools.org to be received by **October 6th**. The winner will be notified after all entries have been judged.

Cover Design Competition

Advisers, please encourage your talented and creative FBLA member(s) to compete in the annual Cover Design Competition. Designs will be turned in at the registration table set up lobby of Reynolds Auditorium. All entries (except the winning design) can be picked up, at this same table, following the conclusion of the conference. Designs must be done on an 8 ½ by 11 inch piece of white paper and in black ink. These designs can be computer generated, if desired. The following are required on the design—since the winning design will be used as the cover of the program for the Spring Conference program. Only one entry per school.

“Dare to Dream, Dare to Lead”

District V Middle Level FBLA Spring Conference

UCA, Conway

January 31, 2025

MS FBLA or Middle School Future Business Leaders of America

Students, who have the first, second, and third place winning designs, will be awarded cash prizes. 1st place \$25, 2nd place \$15, and 3rd place \$10. We would love for each school in attendance to submit a Cover Design for the competition. **IMPORTANT:** As this is a competition between schools, we must follow AAA Eligibility standards. Chapters and/or students entering this event must be from schools in good standing with the Arkansas Activities Association and must submit the AAA Certificate of Eligibility form (available on-line) and turn it in with the program cover design.

District V Newsletter

Advisers: Please include your chapter in the District V ML Fall Newsletter to be available on the District Website. Please submit those articles to our District V ML Reporter, by email Samantha.prince@pottsvilleschools.org by **October 4th**. Please take the time and share your exciting projects and ideas with others in District V! The District V ML FBLA Officer Team looks forward to seeing everyone at the event that kicks off a new year in FBLA!

Door Prizes

Door Prizes will be handed out throughout the Conference this year! \$1 of the students registration goes towards door prizes. At least 1 student from your school will win a door prize.

Arrival to Reynolds Auditorium

When you arrive at Reynolds Auditorium for the conference, you must have your students go directly into the auditorium and wait for you to pick up registration materials. Only the chapter adviser should come to the registration table.

Please be in control of your students at all times. There will be no eating or drinking in the auditorium during the meeting. **EACH ADVISER IS RESPONSIBLE FOR THE BEHAVIOR OF HIS/HER STUDENTS!** We have a great group of students, so let's all work together to project a business-like image and make a favorable impression for yourself, your school, and the state FBLA association! This meeting requires business attire or the district t-shirt. Refer to the conduct Rules and Regulations for the dress code for this meeting. *Advisers, please check your students' dress before they board the bus.*

I look forward to seeing all of you at the District V Middle School Fall Conference. Together we can have a productive, rewarding conference that teaches our students leadership and FBLA. If you have any questions, please e-mail me at samantha.prince@pottsvilleschools.org.

No Refunds can be issued!! However, you can substitute members as long as you do not exceed the number that you have pre-registered. It is at the discretion of the local chapter adviser as to which member receives the conference t-shirt.

ON-SITE Registration will be allowed for members as well as additional guests and advisers who have not been previously registered during the Early Bird Registration time frame. **On-site registration is \$15 and does not include a conference t-shirt. These members (and any advisers or guests not wearing the “official” conference t-shirt) must be dressed in appropriate business attire as described in the Local Chapter Management Handbook.**

Guest Speaker

We are excited to bring author, speaker, and youth mover, Brandon Lee White this year to our Fall Leadership Conference. He helps teens move beyond what holds them back. Born unable to speak, Brandon shares his journey from outcast to school president and how leadership and personal ownership made it possible.

Find out more about our speaker here: <https://brandonleewhite.com/>



District V Fall Leadership Conference Deadlines

To be submitted ASAP

- ☐ 2024-2025 Adviser's Data Form for each advisor at your school: <https://forms.gle/2b4VWo8MSPrmkSCP8>

To be submitted by Friday, October 4, 2024 by 5 pm

- ☐ Conference Registration/T-Shirt Order—Excel Spreadsheet in email—Submit by email to Samantha.prince@pottsvilleschools.org
- ☐ Officer Medallion Order—Also with Tshirt order form.
- ☐ National Anthem Recording—submit by email to Samantha.prince@pottsvilleschools.org
- ☐ AAA Form & Agreement Form Upload-- <https://forms.gle/c7a6b28nvBkQgTpL7>
- ☐ Adviser Information Data Form-- <https://forms.gle/2bJNYuEbHKymLWWw9>
- ☐ Special Needs Form—submit by email to Samantha.prince@pottsvilleschools.org
- ☐ District V Newsletter [Article—Samantha.prince@pottsvilleschools.org](#)

To be RECEIVED by Friday, October 25

- ☐ Conference Registration Check-made out to **District V ML FBLA—MUST BE RECEIVED BY OCTOBER 18th**
 - o Once check is received you will receive a paid receipt by email from Samantha Prince

To be submitted Day of Conference, Monday, October 28, 2024

- ☐ Parade of Presidents Info—keep with you
- ☐ Spring Program Cover Design Contest—Turn in at Registration Table
- ☐ Permission Slips—Please keep for your records, do not turn in

(Signed Permission Slips, from each FBLA member attending the conference, must be kept by the chapter adviser. Please duplicate this form, for each member attending.)

Conduct Rules:

CONDUCT RULES & PERMISSION SLIP

1. Adult chapter advisers will be responsible for the conduct of their students.
2. Advisers should be available at any time for handling any disturbance and accepting responsibility for checking student activities.
3. Smoking, alcohol, or drug use is forbidden.
4. No student shall leave the designated area of the conference without permission from the chapter adviser.
5. There shall be no defacing of public property. Any damage must be paid for by the individual or chapter responsible.
6. All students shall attend all general sessions and activities of the conference.

Permission Slip:

Student's Name _____ Date _____

T-shirt Size _____

This is to state that my son/daughter, whose name is printed above, has permission to attend the District V Middle Level Fall Leadership Conference of the Future Business Leaders of America to be held at the **University of Central Arkansas in Conway on Monday, October 28, 2024.**

This relieves the individual advisers, school, and Arkansas Department of Career Education of any responsibility which does not come under the term "reasonable," and it is further agreed that State, District, and Chapter Advisers shall have the authority to control and enforce the listed rules and regulations which have been deemed advisable and reasonable for all students attending the conference.

You agree that "By allowing your son/daughter to attend/or participate in the Arkansas FBLA District Leadership Conference, you constitute agreement with and hereby grant permission to Arkansas and District V FBLA, media affiliates, and their designees, to utilize without compensation your son's/daughter's image, likeness and/or voice in any photographic or live or recorded video or audio display or other transmission or reproduction of the District and/or State Leadership Conference or in any excerpt thereof."

Parent/Guardian Signature:	
Phone:	Business or Cell Phone:
Leave for Conference:	
Return from Conference:	
Money Needed:	

Conference Attire:

- Official 2024-2025 District ML V fall conference t-shirt with jeans or khaki pants and belt. **NO jeans with holes, flip flops, capris, or shorts, please!**
- Business Attire as described in the Local Chapter Management Handbook.

(This form must be signed by each member attending the Fall Conference. Name the form AgreementForm_SchoolName and upload to <https://forms.gle/jrac3NE8Vtg4mcgs5> by Friday october 6.)

AGREEMENT FORM

“I have read the conditions of attending or participating at the District V FBLA Fall Conference, understand them, and agree to refrain from any infraction of these rules and conditions. I understand an infraction of the conduct rules may result in the forfeiture of all individual rights and privileges. I further understand that serious infractions could result in my being sent home at my own expense.”

“By attending and/or participating in the Arkansas FBLA District V Leadership Conference, you constitute agreement with and hereby grant permission to Arkansas FBLA and District V FBLA to utilize without compensation your image, likeness and/or voice in any photographic or live or recorded video or audio display or other transmission or reproduction of the District Conference or in any excerpt thereof.:

DELEGATES SIGNATURES:

School Name:

Approved by:

Signature of School Administrator:
Signature of FBLA Chapter Adviser:

(Use an additional sheet if necessary)

(This form must be named AAAForm_SchoolName and upload to <https://forms.gle/jrac3NE8Vtg4mcgs5> by Friday October 6.)

ARKANSAS ACTIVITIES ASSOCIATION

3920 Richards Road
North Little Rock, AR 72117
Office: (501) 955-2500 Fax: (501) 955-2600

Certificate of Eligibility for Non-Athletics

We certify that we are familiar with the rules governing the eligibility of students under the Constitution and Bylaws of this Association, that we have personally checked this list, and that the persons or organization named have complied in all respects with the requirements for eligibility under the rules and are entitled to represent this school in the activities during the 1st semester of 2024.

1st or 2nd Year

Respectfully,

School

Address

Sponsor or Director

Superintendent or Principal

DO NOT SEND TO ARKANSAS ACTIVITIES ASSOCIATION

SPECIAL NEEDS FORM

FBLA District V Fall Leadership Conference

If you have a student who requires special accommodations at the FBLA District V Fall Leadership Conference, please state the accommodation(s) below and return this form to Samantha.prince@pottsvilleschools.org.

SCHOOL:
ADVISER:
NAME OF STUDENT:
Please describe the special accommodation(s) required:

Note: This form must be emailed on/before Friday, October 4, 2024 to Samantha Prince.
samantha.prince@pottsvilleschools.org

District V Spring Leadership Conference Information

NOTE:

Registration will occur the weeks before Christmas Break. Skills testing and online testing will happen during January. All skills tests will be emailed to your school proctor and submitted using zip folders in Dropbox (instructions to come).

Adviser's Portal

FBLA Connect

membership-nation & State
Pay your dues immediately

Blue Panda

mirrors FBLA Connect
registration for Spring Conference
registration for State Conference

Adviser's Portal

FBLA Connect Tutorials

- Step-by-Step Video Tutorials
 - https://www.youtube.com/playlist?list=PL-pTY3rirSUn62aVVYSxQH_khl8TK72kB
- Quick Guides
 - <https://connect.fbla.org/files>

2024-2025 FBLA Competitive Event Changes

Competitive Events

Same Events as
Last Year-No
New Events

Top 4 from State
will compete at
National
Conference

District Only Events

Individual Objective Tests 3 entries per chapter

- Computer Concepts
- FBLA Principles and Procedures
- Introduction to Business Communications
- Introduction to Parliamentary Procedure
- Proofreading
- Spelling

Production Tests 1 entry per chapter

- One Minute Timing
- Three Minute Timing
- Business Graphics (team of 1-3)
- Business Letters
- Computer Slide Show (Team 1-3)
- Desktop Publishing (Team 1-3 Member)
- Keyboarding Applications I
- Keyboarding Applications II
- Manuscripts
- Spreadsheet
- Tables

PERFORMANCE TESTS 1 ENTRY PER CHAPTER

- Job Interview
- Mr. Jr FBL
- Ms. Jr FBL
- Public Speaking

State & National Events

Top 5 District Winners go to State unless noted

Individual Objective Tests 3 entries per chapter for District

- Business Etiquette
- Financial Literacy
- Career Exploration
- Digital Citizenship
- Exploring Computer Science
- Exploring Economics
- Exploring Technology
- FBLA Concepts
- Interpersonal Communication
- Leadership
- Learning Strategies
- Running an Effective Meeting

PERFORMANCE TESTS 1 ENTRY PER CHAPTER

- Multimedia & Website Development
- Elevator Speech—Top 3 go to state
- Critical Thinking (1-3 Member Team)
- Community Service Presentation (1-3 Member Team)
- Annual Chapter Activities Presentation
- Business Ethics
- Career Research
- Exploring Business Issues
- FBLA Mission & Pledge
- Marketing Mix Challenge
- Video Game Challenge



Chapter Events

District Only

- Largest Local Chapter Membership
- Largest Local Chapter Membership-Market Share

STATE ONLY

- Outstanding Middle Level Adviser
- Outstanding Middle Level Member
- Outstanding Middle Level Supporter
- Outstanding Chapter Award of Merit



Topics for 2024-2025—Check [National FBLA Website for updated 2025 topics](#)

FBLA-ML State and District FBLA Competitive Events Program 2021-2022

Blue Events are State and National Events

You can sign up for more than 1 event: Event Limitation Per Member—2 objective tests or productions events OR 1 objective test or production event and 1 Performance Event

FBLA District/State/National Competitive Events		School-Site Online Objective Test	Performance	Pre-judged	Minutes for Online Objective Test	Minutes for Prep/Setup	Minutes for Performance	Judges Q/A	Interactive Role Play	Notes
Business Etiquette	Individual Event 3 Entries per chapter	Yes			30					Objective Test Competencies: Proper Introductions and Direct Eye Contact; Public Speaking; Tables Manners and Dining Decorum; Cell Phone Etiquette; Texting and Social Media Protocol; Netiquette; Professionalism; International Customs and Etiquette
Business Graphics	Team 2 or 3 members	Yes								Production Test: Create and design an electronic poster using an FBLA theme. Software you might use are Publisher, Canva, PicMonkey, etc. Artistic students needed.
Business Letters	Individual 1 Entry Per Chapter 2 Parts	YES			30					Objective Test: Multiple Choice test on Business Letter formats, business communications, etc. Production Test: Key business letters in correct format according to the FBLA Format Guide.
Financial Literacy	Individual Event 3 Entries per chapter	YES			30					Objective Test Competencies: financial math
Career Exploration	Individual Event 3 Entries per chapter	YES			30					Objective Test Competencies: Career Plans; Career Goals; Career Pathways; Job Searches; Job Applications; Cover Letters; Interviews; Basic Career Education; Employability Skills; Stress and Time Management
Community Service Presentation	Team of 2 or 3 1 Entry per Chapter State Only Event -Needs to be 9 th or 8 th grader Team		YES			5	5	YES		Describe one community service project that your chapter has planned and implemented during the year. Performance-Presentation Guidelines <ul style="list-style-type: none"> Visual aids (electronic, printed, etc.) to the project may be used. However, no items may be left with the judges or audience. Internet access will not be provided. Projectors will not be provided and cannot be used. If choosing to use laptops/devices, competitors will present directly from their device. Presentation team can be from one (1) to three (3) members of the chapter.

FBLA District/State/National Competitive Events		School-Site Online Objective Test	Performance	Pre-judged	Minutes for Online Objective Test	Minutes for Prep/Setup	Minutes for Performance	Judges Q/A	Interactive Role Play	Notes
										<ul style="list-style-type: none"> NOTE: This event does not require the submission of a written report. Competitors will only present the project to the judges.
Computer Concepts	Individual Event 3 Entries per chapter	YES			45					Objective Test: Participants will be given a written objective test. The test may include questions on basic principles, terminology, and general computer concepts.
Critical Thinking	Team of 2 or 3 1 Entry per Chapter State Only Event -Needs to be 9 th or 8 th grader Team		YES			15	5	Yes 3 min		Performance Event Specific <ul style="list-style-type: none"> This event is for participation by an individual or a team of two or three members. Fifteen minutes will be allowed to prepare, and five minutes will be allowed for the presentation. Students will receive a case study related to a challenge or opportunity within their chapter. Two 4"x6" note cards will be provided to each competitor and may be used during event preparation and performance. Information may be written on both sides of the note cards. Note cards will be collected following the presentation. No additional reference materials will be allowed. Individuals/teams should introduce themselves, describe the situation, make their recommendations, and summarize their cases. If participating as a team, all team members are expected to actively participate in the performance. All questions raised in the case must be addressed during the presentation. Judges may ask up to three questions following the presentation.
Digital Citizenship	Individual Event 3 Entries per chapter	YES			30					Objective Test Competencies: Personal Security and Online Privacy; Rights and Responsibilities; Ethics; Digital Footprint; Internet Searches; Copyrights; Cyber Bullying
Elevator Speech	Individual 1 Entry per Chapter		YES				30 seconds	3 min		Performance Guidelines <ul style="list-style-type: none"> Students must come prepared to leave at least one visual (3 copies) with the judges that they prepared (flyer, brochure, etc.) about the March of Dimes, and a business card.

FBLA District/State/National Competitive Events		School-Site Online Objective Test	Performance	Pre-judged	Minutes for Online Objective Test	Minutes for Prep/Setup	Minutes for Performance	Judges Q/A	Interactive Role Play	Notes
	Will compete at District-Top 3 Go to State									<ul style="list-style-type: none"> Speech may be no longer than 30 seconds in length. Judges will role-play the part of someone attending one of your March of Dimes fundraisers and can ask up to 2 questions for student response after the competitor has finished the speech.
Introduction to Business Communication	Individual Event 3 Entries per chapter	YES			45					Objective Test: Multiple Choice test which may include word division, spelling, proofreading, mechanics of grammar, capitalization, punctuation, and expression of numbers.
Exploring Computer Science	Individual Event 3 Entries per chapter	YES			30					Objective Test Competencies: Computational Thinking and Problem Solving; Algorithms and Programs; Logical Reasoning
Introduction to Parliamentary Procedure	Individual Event 3 Entries per chapter	YES			45					Objective Test: Participants will be given a written multiple choice test on basic parliamentary procedure principles.
Job Interview	Individual Event 1 Entry per Chapter 2 Parts									Job Application, Resume, Cover Letter due Before Conference. Be interviewed by a panel of judges on day of Conference.
Keyboarding Applications I	Individual 1 Entry Per Chapter 2 Parts	YES			30					Objective Test: Multiple Choice test on Business Letter formats, business communications, etc. Production Test: Participants should be able to produce a personal letter, a one-page report, and a one- or two-column table/centering problem according to the FBLA Format Guide
Manuscripts	Individual 1 Entry Per Chapter 2 Parts	YES			30					Objective Test: Multiple Choice Test over Manuscripts and other business documents. Production Test: This event is designed to recognize FBLA members who demonstrate skill in keying simple manuscripts according to the FBLA Format Guide.
Mr. Jr FBLA	Individual Event 1 Entry per Chapter 2 Parts									Objective Test: Multiple Choice test on FBLA knowledge given at school on Testing Date before Conference. Resume and Cover Letter due before Conference. Performance: Interview with Judges day of Conference. Needs to be an FBLA Officer, very involved member.

FBLA District/State/National Competitive Events		School-Site Online Objective Test	Performance	Pre-judged	Minutes for Online Objective Test	Minutes for Prep/Setup	Minutes for Performance	Judges Q/A	Interactive Role Play	Notes
Ms. Jr FBLA	Individual Event 1 Entry per Chapter 2 Parts									Objective Test: Multiple Choice test on FBLA knowledge given at school on Testing Date before Conference. Resume and Cover Letter due before Conference. Performance: Interview with Judges day of Conference. Needs to be an FBLA Officer, very involved member.
Multimedia & Website Development	Individual or team event 1 Entry	YES		YES	30					<p>Event will now be an individual or team demonstration event, with teams of two to three members. Additionally, the event will be modified to become a demonstration event where the project will be demonstrated directly to the judges to show its usability and functionality. The project will no longer be prejudged, and the objective test will be eliminated.</p> <p>Topic: Design, build, and launch a website that introduces your new FBLA-Middle Level chapter to the other students in your school. The website must include, but is not limited to, the following:</p> <ul style="list-style-type: none"> • An animated theme and logo that includes music • A form for potential members to complete in order to join your chapter • A video from your chapter president welcoming potential members to the website and inviting them to check out FBLA-Middle Level by attending one of your regularly scheduled meetings
One-Minute Timing	Individual 1 Entry Per Chapter									Students will be timed for one-minute – speed and accuracy will be main considerations. Need to type at least 50 or more words per minute.

FBLA District/State/National Competitive Events		School-Site Online Objective Test	Performance	Pre-judged	Minutes for Online Objective Test	Minutes for Prep/Setup	Minutes for Performance	Judges Q/A	Interactive Role Play	Notes
Proofreading	Individual Event 3 Entries per chapter	YES			45					Objective Test: Multiple Choice test which may include comparison of printed copy to determine the number of errors and knowledge of proofreader's marks.
Public Speaking	Individual Event 1 Entry per Chapter									Performance Event: Participants will write and deliver a two-minute speech relating to the FBLA Goals.
Spelling	Individual Event 3 Entries per chapter	YES			45					Objective Test: Multiple Choice test will be taken from the spelling words distributed to each chapter.
Spreadsheets	Individual 1 Entry Per Chapter 2 Parts	YES			30					Objective Test: Multiple Choice Test over Spreadsheets, formulas, editing, etc. Production Test: Participants should be prepared to complete problems in spreadsheet format, which may include functions, including formatting, sorting, editing, creating and applying formulas, and charts.
Tables	Individual 1 Entry Per Chapter 2 Parts	YES			30					Objective Test: Multiple Choice Test over Tables and formatting. Production Test: Students should be prepared to set tabs of all types and key documents accurately according to the FBLA Format Guide.
Three-Minute Timed Writing	Individual 1 Entry per Chapter									Participants will be timed for three-minutes. Speed and accuracy of keying will be measured. Need to type at least 50 or more words per minute.
Annual Chapter Activities Presentation	Chapter Event 2-3 team members		YES							The chapter will present an account of their activities from the close of the previous National Leadership Conference through the conclusion of the current State Leadership Conference.
Business Ethics	Individual or Team Event		YES							objective test event and a case study to be presented to judges.
Career Research	Individual		YES							Members will conduct research on a career of their choice and present information related to the career.

FBLA District/State/National Competitive Events		School-Site Online Objective Test	Performance	Pre-judged	Minutes for Online Objective Test	Minutes for Prep/Setup	Minutes for Performance	Judges Q/A	Interactive Role Play	Notes
Exploring Business Issues	Individual or Team Event		YES							Members will receive a topic to research and present their findings during the presentation.
Exploring Economics	Individual	YES								
Exploring Technology	Individual	YES								
FBLA Concepts	Individual	YES								
FBLA Mission & Pledge	Individual Presentation		YES							Members will recite and reflect on the FBLA mission and pledge.
Interpersonal Communication	Individual	YES								
Leadership	Individual	YES								
Learning Strategies	Individual	YES								
Marketing Mix Challenge	Individual or Team		YES							Members will create a marketing plan for a product/service that includes integration of the five Ps of the marketing mix with promotional materials as part of the presentation.
Running an Effective Meeting	Individual	YES								
Video Game Challenge	Individual or Team		YES							Members will create a video game based on a published topic and will demonstrate the video game and its usability and functionality.

FBLA-PBL Dress Code



National Dress Code

FBLA-PBL members and advisers should develop an awareness of the image one's appearance projects. The purpose of the dress code is to uphold the professional image of the association and its members and to prepare students for the business world.

Appropriate professional attire is required in all conference areas for all attendees—advisers, members, and guests—at all general sessions, competitive events, exhibits, regional meetings, workshops, and other activities unless otherwise stated in the conference program.

Conference name badges are part of this dress code and must be worn for all conference functions. For safety reasons, do not wear name badges when touring.

Dress for Success



ACCEPTABLE

- Business suit with:
 - Blouse
 - Collared dress shirt and neck or bow tie
- Dress pants or skirt with:
 - Blouse
 - Collared dress shirt and neck or bow tie
- Business dress
- Blazer with dress pants and:
 - Blouse
 - Collared dress shirt and neck or bow tie
- Dress shoes/dress boots

UNACCEPTABLE

- Jewelry in visible body piercing, other than ears
- Denim or flannel clothing of any kind
- Shorts
- Athletic clothing
- Leggings or graphic designed hosiery/tights
- Skintight or revealing clothing, including tank tops, spaghetti straps, and mini/short skirts or dresses
- Swimwear
- Flip flops or casual sandals
- Athletic shoes
- Industrial work shoes
- Hiking boots
- Boat shoes
- Any canvas or fabric shoes
- Hats
- Clothing with printing that is suggestive, obscene, or promotes illegal substances

No dress code can cover all contingencies, so FBLA-PBL members must use a certain amount of judgment in their choice of clothing to wear. Members who experience uncertainty about unacceptable attire should ask their local or state adviser.



MIDDLE SCHOOL CHAMPION CHAPTER

The Middle School Champion Chapter program is a set of membership recruitment and engagement-focused challenges that chapters may complete for national recognition, such as ribbons, plaques, and digital certificates, based on the number of points accumulated. Build your 2024-25 chapter Program of Work by completing activities. The tasks below are suggested for each month based on National Center programs; however, most may be completed at any time before the June 1 deadline. Chapters must receive at least 2,000 points to earn recognition.

AUGUST 2024

- ☐ 1. Host a local chapter officer seminar to make sure that officers understand their duties. (100)
- ☐ 2. Plan a "Welcome Back" meeting/event for returning and prospective members. (100)
- ☐ 3. Create a poster, flyer, social media post, or video promoting your FBLA chapter. (50)
- ☐ 4. Send invitations for students to join your FBLA chapter. (50)
- ☐ 5. Establish a Community Service Committee that will be tasked with creating and completing at least two projects. (50)

BONUS: Begin planning a New Member Induction Ceremony. (50)

SEPTEMBER 2024

- ☐ 1. Host a "Welcome Back" meeting/event. (100)
- ☐ 2. Host a Recruitment Week. (100)
- ☐ 3. Invite members to sign up for your chapter's Community Service Committee. (50)
- ☐ 4. Invite a businessperson or FBLA alum to speak at a chapter meeting or event. (50)
- ☐ 5. Create business cards for your members or officers. (50)

BONUS: Plan an Emblem Ceremony as part of October's New Member Induction. (50)

IMPORTANT DATES

NATIONAL:

August 1, 2024 – Membership Year Begins
October 15, 2024 – Dressed to Impress Scholarship deadline
November 8-9, 2024 – National Fall Leadership Conference in Columbus, Ohio
November 15, 2024 – American Enterprise Day
February 1-28, 2025 – Career and Technical Education Month
February 9-15, 2025 – FBLA Week
March 1, 2025 – Membership dues payment deadline for National Leadership Conference (NLC) competitors
April 15, 2025 – NLC Scholarship deadline
June 1, 2025 – Champion Chapter submission deadline for recognition
June 29-July 2, 2025 – National Leadership Conference in Anaheim, California

STATE:

LOCAL:

OCTOBER 2024

- ☐ 1. Complete the chapter checklist. (100)
- ☐ 2. Submit dues for at least five members. (100)
- ☐ 3. Schedule a meeting to plan the Community Service Committee's first project. (50)
- ☐ 4. Conduct a meeting that includes a guest speaker. (50)
- ☐ 5. Conduct an Emblem and New Member Induction Ceremony. (50)

BONUS: Have at least one member apply for the Dressed to Impress Scholarship. (50)

NOVEMBER 2024

- ☐ 1. Attend the American Enterprise Day webinar. (100)
- ☐ 2. Review competitive events at a meeting and encourage members to choose an event. (100)
- ☐ 3. Tour a business either virtually or in person. (50)
- ☐ 4. Host a "Bring a Friend" meeting. (50)
- ☐ 5. Sponsor a Spirit Day where all members wear FBLA-branded or blue and gold apparel. (50)

BONUS: Have at least one member and adviser attend the National Fall Leadership Conference in Columbus, Ohio. (50)

NOTES

DECEMBER 2024

- ☐ 1. Have members participate in a service activity of their choice. (100)
- ☐ 2. Plan a holiday party for members. (100)
- ☐ 3. Sponsor a Member Appreciation Breakfast. (50)
- ☐ 4. Volunteer to help a local business, charity, or teacher. (50)
- ☐ 5. Host a competitive events study activity. (50)

BONUS: Have members write thank-you notes to show appreciation to a group of your choice. (50)

JANUARY 2025

- ☐ 1. Have at least two members register for the LEAD Awards. (100)
- ☐ 2. Use the FBLA Week Toolkit to plan at least one chapter activity for FBLA Week. (100)
- ☐ 3. Prepare and post flyers or posters advertising FBLA Week. (50)
- ☐ 4. Discuss an article from *Tomorrow's Business Leader* at a chapter meeting. (50)
- ☐ 5. Plan a fundraiser. (50)

BONUS: Have at least one member participate in the spring Stock Market Game. (50)



MIDDLE SCHOOL CHAMPION CHAPTER

The Middle School Champion Chapter program is a set of membership recruitment and engagement-focused challenges that chapters may complete for national recognition, such as ribbons, plaques, and digital certificates, based on the number of points accumulated. Build your 2024-25 chapter Program of Work by completing activities. The tasks below are suggested for each month based on National Center programs; however, most may be completed at any time before the June 1 deadline. Chapters must receive at least 2,000 points to earn recognition.

FEBRUARY 2025

- ☐ 1. Conduct a chapter activity for FBLA Week. (100)
- ☐ 2. Watch the FBLA Week National Presidents' Forum Webinar. (100)
- ☐ 3. Sponsor a "Dress for Success Day" for members to highlight the Dress Code. (50)
- ☐ 4. Host a social activity for your members during FBLA Week. (50)
- ☐ 5. Plan a literacy project (e.g., a tutoring or reading program for elementary school students or a book drive). (50)

BONUS: Participate in the Race to FBLA Week Goosechase challenge. (50)

MARCH 2025

- ☐ 1. Meet or beat your membership numbers from the previous program year. (100)
- ☐ 2. Attend a District or State Leadership Conference. (100)
- ☐ 3. Host a themed movie night for members. (50)
- ☐ 4. Submit an entry for the 2025-26 theme contest sponsored by the National Center. (50)
- ☐ 5. Host a trivia or game night for members. (50)

BONUS: Have two members complete one level of the LEAD Awards. (50)

IMPORTANT DATES

NATIONAL:

February 1-28, 2025 – Career and Technical Education Month

February 9-15, 2025 – FBLA Week

March 1, 2025 – Membership dues payment deadline for National Leadership Conference competitors

April 15, 2025 – National Leadership Conference Scholarship deadline

June 1, 2025 – Champion Chapter submission deadline for recognition

June 29-July 2, 2025 – National Leadership Conference in Anaheim, California

STATE:

LOCAL:

APRIL 2025

- ☐ 1. Participate in Financial Literacy Month activities sponsored by the National Center. (100)
- ☐ 2. Have your officers make a 30-second elevator pitch video to promote FBLA. (100)
- ☐ 3. Perform at least 10 hours of combined community service. (50)
- ☐ 4. Host a teambuilding activity for members. (50)
- ☐ 5. Request a High School National Officer or a State Officer for a virtual or in-person chapter visit. (50)

BONUS: Have at least one member apply for a National Leadership Conference Scholarship. (50)

MAY 2025

- ☐ 1. Elect local chapter officers for the 2025-26 program year. (100)
- ☐ 2. Sponsor an end-of-the-year celebration. (100)
- ☐ 3. Host a social event for your chapter members. (50)
- ☐ 4. Have your officers plan an activity for Teacher Appreciation Week. (50)
- ☐ 5. Hold a Walk to End Alzheimer's event. (50)

BONUS: Have at least one member and adviser register for the National Leadership Conference in Anaheim, California. (50)

NOTES

RECOGNITION

- Digital Certificate
- Ribbons at the NLC

NATIONAL LEADERSHIP CONFERENCE

June 29-July 2

Anaheim, California

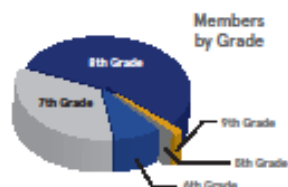
Visit fbla.org/nlc for more details

FBLA MIDDLE SCHOOL

Future Business Leaders of America, Inc. (FBLA) is the largest business career and technical student organization in the world. Each year, FBLA inspires and prepares more than 200,000 Middle School, High School, and Collegiate members to become community-minded business leaders.

MEMBERSHIP

16,000+
Members



1,000+
Educators

650+
Chapters

37 States and territories



PROGRAMS

 **20+**
Competitive Events



**Leadership
Development
& Recognition**

LEAD Awards • MERIT Award

CONFERENCES



13,000+
attendees



3,000+
attendees



WHY JOIN?



**College
Preparation**



Scholarships



**Academic
Competitions**



**Career
Exploration**



Networking



Travel



Discounts

Learn more at fbla.org

Get Involved in FBLA

2024-2025 District Officer Elections

Each district will elect a District President, Vice President, Secretary, Treasurer, and Reporter at the Spring Conference. Interested members should download the officer duties and application form from the website. Some districts have additional requirements, and all candidates should contact their district coordinator. There is a document located on the District V website that tells about officer duties for District V. Please let Samantha Prince know if you have any questions!

LEAD Awards

The LEAD Awards have changed for the 2024-2025 school year. More information is now available on the National Website!!!

The online LEAD is located at <https://www.fbla-pbl.org/divisions/fbla-middle-level/education-programs/>

Closing Message

Advisers,

I hope that this packet has helped you plan your year with District V Middle School FBLA. I would be happy to answer any additional questions that you may have. I hope you have a happy and blessed school year!

Sincerely,

Samantha Prince
District V Middle School FBLA Coordinator
Pottsville Junior High
Samantha.prince@pottsvilleschools.org

District V ML FBLA
250 Apache Drive
Pottsville, AR 72858

Have a great year!

