Region Officer Test Study Guide

The *Handbook to Ultimate Leadership,* state and national website, and South Dakota FCCLA Constitution and Policy & Procedures Manual are great resources to study.

1) State Level
   a) Organizational Structure-Governance
      i) Executive Council
         (1) Number of state officers
         (2) Designated officers and responsibilities
         (3) State Adviser
         (4) State Chapter Adviser
      ii) State Dues
      iii) Region Organization – number of regions
   b) State Publications
   c) State Projects
      i) Recognition
         (1) STAR Events
         (2) Power of One
      ii) State Leadership Teams
         (1) Outreach Team
         (2) Current Trends Team
         (3) Advocacy Team
   d) Board of Directors

2) National Level
   a) By-laws
      i) Name
      ii) Sponsors
      iii) Goal/Mission
      iv) Motto
      v) Purposes
   b) National Dues
   c) National Headquarters
   d) Executive Director
   e) Official Uniform
   f) Regions
   g) Official Publications
   h) National Officers
   i) National Programs

3) Parliamentary Procedure
   a) Robert's Rules of Order, Newly Revised – terms
   b) Procedures used to conduct a meeting
      i) Agenda format
      ii) Moving a motion
      iii) Amend a motion
      iv) Postpone a motion

4) FCCLA Creed
5) Planning Process