

WV FBLA STATE LEADERSHIP CONFERENCE INFO

WV FBLA looks forward to seeing you at the 2024 WV FBLA SLC. Please continue to watch for additional emails as more information becomes available.

At the West Virginia Future Business Leaders of America State Leadership Conference, students compete in competitive events that recognize and reward excellence in a broad range of business and career-related areas. FBLA and FBLA-Middle Level competitive events prepare students for successful careers in business by providing opportunities to apply classroom concepts in a competitive environment. Top state winners are eligible to compete for National Awards at the National Leadership Conference each summer.

This will allow FBLA members to demonstrate career competencies, business knowledge, and job skills, expand leadership skills, display competitive spirit, receive recognition for achievements, earn scholarships, travel, and network.



CONFERENCE INFORMATION

March 7 -8, 2024

Camp Dawson, Kingwood, WV

- This year the State Leadership Conference set-up will follow a similar set-up as the National Leadership Conference. The event will be set up as it is outlined in the national guidelines. Presentation equipment will not be provided unless otherwise noted in the Guidelines. Please ensure that you are preparing students to utilize their devices, practice presentation/event timing, and practice in a loud and visually distracting area – as this will better prepare them for SLC and NLC competition environments. Competitors are encouraged to practice in front of the mirror, with friends, family, and industry members before SLC and NLC competitions.
- Workshops, Community Service activities, Expo Hall, and Study Areas, will be set up for students to participate in and network.
- Dinner and a PM Snack will be provided on Wednesday. Breakfast, Lunch, and a late afternoon snack will be provided on Thursday, all these meals and snacks are included in the Registration Cost. Meals are “cafeteria style” and members will be assigned a designated time to eat as we must rotate through the dining room. There is a small store on-site with drinks and snacks available for purchase.
- Wednesday will include on-site “fun” activities, featuring swimming, cornhole, singo/karaoke, a game room, and lounge area.
- Dress Code
 - Opening Session - [FBLA National Dress Code](#)
 - Fun Evening Session – Appropriate Casual Attire
 - Competitive Events/Workshops/ExpoHall - [FBLA National Dress Code](#)
 - Dress Code Violations will result in penalty points on score
 - Closing Awards Ceremony - [FBLA National Dress Code](#)
 - Those not meeting the dress code may not be permitted to walk across the stage.

IMPORTANT DATES

**This list and dates are subject to change.*

January 1, 2024	Spring Stock Market Game Registration Opens
January 5, 2024	Events not offered concerns submitted
January 29, 2024	Spring Lifesmarts Competition Begins
February 4, 2024	WV FBLA SLC Registration Deadline VCC Form Submission deadline for Camp Dawson
February 7, 2024	Changes/Substitutions to Roster Changes/Event Member Substitutions Deadline
February 12, 2024	Spring Stock Market Begins
February 21, 2024	VCC Form Submission deadline for Camp Dawson
February 22 – March 1, 2024	Testing Window for Objective Tests and Production Tests
February 23, 2024	Virtual Business Challenge Ends Spring Lifesmarts Competition Ends
February 25, 2024	State Officer Application Deadline Pre-judged Materials Submission Deadline for SLC
February 26, 2024	Business Person of the Year Submission Deadline Who's Who Submission Deadline WV FBLA Outstanding Chapter Adviser Submission Deadline Gold Seal Chapter Award of Merit Submission Deadline
March 7 – 8, 2024	WV FBLA State Leadership Conference
March 29, 2024	Intent to attend NLC Submitted
April 10, 2024	WV FBLA Winners Circle at Bridging Innovation
April 11, 2024	Entrepreneurship Education Day (optional extension to Winner's Circle)
April 15, 2024	NLC Scholarship Deadline on www.fbla.org
April 19, 2024	Tentative Registration Deadline for Lodging and State Registration for NLC <i>*Subject to change based on National's Deadline</i> Spring Stock Market Game Ends
April 29 – May 7, 2024	Tentative Deadline for Pre-Judged materials submission for NLC
May 3, 2024	Business Achievement Awards (BAA) Capstone Submission Deadline for Competitive Review
May 30, 2024	BAA Deadline for NLC Recognition
June 28 – July 3, 2024	FBLA NLC

REGISTRATION INFORMATION

Each Member must be registered with National FBLA through FBLA Connect prior to registering for the State Leadership Conference.

Registration Cost: \$100

Registration will close on February 4, 2024.

Any registrations in the system and not canceled by midnight on February 9, 2024, will be considered completed and payment will be due. Registrations are non-refundable. It is advised to have your students commit before finalizing your chapter registration.

All Chapters will register using the Blue Panda Registration Software - [Blue Panda \(gobluepanda.com\)](http://BluePanda(gobluepanda.com))

Blue Panda will create an invoice for each Chapter for you to print and submit for payment. [Blue Panda Registration QuickStartGuide.pdf](#) and [Blue Panda - Guide how to Register for Competitive Events.pdf](#)

All outstanding account balances for your chapter need to be paid before registering for and attending the WV FBLA SLC. Payment for State Leadership Conference will be due at the time the invoice is created and received no later than at Check-in at the State Leadership Conference.

COMPETITIVE EVENT INFORMATION

IMPORTANT: WV FBLA will not be offering all Competitive Events listed on the National Site. [WV FBLA Offered Competitive Events SLC 2024.docx](#) If you have any concerns with an event that has been struck through and is not being offered (if your member has already begun working on the event) please contact WV FBLA State Chair Sarah Wamsley at swamsley@k12.wv.us by **January 5, 2024.**

Refer to the Competitive Event Guidelines and Information on the WV FBLA SLC Page [SLC — WV FBLA High School Competitive Event Information](#) [FBLA COMPETITIVE EVENTS - Future Business Leaders of America \(fbla-pbl.org\)](#)

Middle School Competitive Event Information [FBLA MIDDLE SCHOOL COMPETITIVE EVENTS - Future Business Leaders of America \(fbla-pbl.org\)](#)

Objective Tests are given at the home school by a testing proctor (an educator that is not an FBLA Adviser). The objective testing window will be February 22 – March 1. Please begin planning on who your proctor will be and setting up testing times and locations. You may go ahead and complete the Proctor Registration form [here](#).

Prejudged Materials will need to be submitted on Blue Panda by Sunday, February 25, 2024, at midnight. Prejudged materials must be uploaded by the Chapter Adviser, please ensure that you have all needed materials in time. Please be sure to have multiple people including those without a k12 email test the links to ensure they work, many of our judges are outside of the k12 network. If a judge cannot access your member's link, they will not be able to evaluate their work.

At the state level in West Virginia, competitors have the opportunity to participate in two events and one chapter event. This includes competing in one objective test and one presentation event. However, eligibility for the 2024 NLC is subject to certain conditions. Individuals who have ever secured a top-ten placement in an event are no longer qualified to compete in that specific event. Those who have never achieved a top-ten placement remain eligible to compete in both the SLC and the NLC. The year of their top-ten placement—whether it's in 2023, 2022, 2021, or 2020—does not impact this eligibility. Once a participant has placed in the top ten, they forfeit the eligibility to compete in that event again. At the national level, students are restricted to participating in only one competitive event and one chapter event. Additionally, both individual and team participants in national competitions must have engaged in the same event at the state level, and this participation should have occurred in the school year immediately preceding the FBLA National Leadership Conference.

LODGING INFORMATION

Lodging will be onsite at Camp Dawson. All lodging will be in the same building or within a short walking distance to the main conference building.

Lodging Accommodations

- **Price per room: \$75** (this amount is in addition to the registration cost)
- Lodging will be booked through BluePanda and added in the invoice. You will only have to submit payment to WV FBLA. [Blue Panda Registration QuickStartGuide.pdf](#)
 - Please ensure that you provide your Finance Secretary with the updated W9 which can be located on our website. [About — WV FBLA \(squarespace.com\)](#)
 - Each room has one queen bed. You will have to follow your local county policy to determine how many students will stay in a room and can sleep in a bed.
 - You are not required to, but may use this document as needed [WV CTSO Rooming Permission Form.docx](#)
- Please see Camp Dawson's website for more information about their rooms [Single Room | Camp Dawson \(campdawsoneventcenter.org\)](#)
- Check-in begins at 3:00pm on Thursday, March 7, 2024
- Check-out is at 11:00am on Friday, March 8, 2024

- There will be a location available for luggage storage, however students will not be permitted to go in and out of the area once they have dropped off their luggage.
- WV FBLA enjoys a great reputation for the behavior of its members at the local hotels. Help us maintain this reputation by being courteous and polite to all hotel employees. Advisors must personally check all rooms upon checkout.

TRANSPORTATION

School buses can drop students off at the Camp Dawson Conference Center and Hotel Main Entrance. If your school bus driver needs to stay overnight, you will need to book their room through your Blue Panda Registration, and they will be able to eat the meals as well. There is no cost to park the school bus on the grounds.

School Busses and the Adviser(s) should make arrangements with their school bus driver for when they will be picked up on Thursday.

- If your bus will be staying on site, you may choose to load luggage on the bus during the check-out process.
- The conference is anticipated to end between 6:30pm and 7:30pm on Friday, March 8, 2024.
 - Your students may want to bring a small bag to carry around while they are at the conference and their luggage is stored in the designated area.

CAMP DAWSON REQUIREMENTS

Camp Dawson is a military site, and we are required to follow their rules. No exceptions will be made to their rules.

- All attendees will be required to have ID to enter the base
 - Advisers, Bus Drivers, and School Employees – School ID
 - Students – School ID
 - Chaperones & Guests – Driver's License
- All attendees must be on the registration list that will be provided to Camp Dawson to enter the grounds.
 - All visitors over 18 will fill out a Visitor Control Center Form (VCC) in advance and will be due by the registration deadline. This is a background check to enter the grounds. [VCC Form](#) and they must be on the registration roster.
 - All visitors under 18 have to be on the registration roster
 - All attendees are added to the registration roster that is provided to Camp Dawson, all you have to do is register all attending via BluePanda
- Adviser must be present with the students to check-in at the gate, you will check in by the school and it will be listed under the Adviser name.

JUDGES

Please encourage Business and Industry Members of your Advisory Council to serve as a judge by completing the form on the SLC Page.

If your Business and Industry members would like to offer a Workshop or have a table in the Expo Hall, please have them reach out to visit www.wvfbla.com/slc under Sponsor links there are signups.

ADVISOR RESPONSIBILITIES

Each Advisor and/or Chaperone will have a Responsibility/Duty that they will be assigned during the conference. All advisors/chaperones must attend their assigned duty/responsibility to ensure the State Leadership Conference Runs smoothly. We appreciate your cooperation and assistance in making this the best experience for our members.

An Adviser Orientation and Training will be provided at the conference from 4:00-5:00pm as well as an Adviser Lounge.

Hotel rooms should not be utilized as a hangout or lounge area, there are plenty of public areas where students can socialize and network.

Make sure your students know when they are scheduled to compete, and that they make it to their event early. This year is different than in past years, there are no workshops or other activities during competitions so that students can focus on doing their best on their competitive event. All workshops will be offered after competitive events.

Students should be attending the workshops, expo hall, community service, or another activity on site.

STATE OFFICER APPLICATIONS

If you have a student interested in running for a State Officer Position, you will find more information regarding that can be found at www.wvfblla.com/slc

You can find the State Officer Handbook which includes the information your student, their parents, you, and your school administration need to know about having a WV FBLA State Officer.

This is a wonderful opportunity for your students to take advantage of and we look forward to seeing all the candidates that will be running.

**We are finalizing the application and it will be available shortly. Please watch for emails regarding this information.

NOMINATIONS

Please nominate a [Business Person of the Year](#)

Please provide this link to your students to nominate an [Advisor of the Year](#)

Additional Recognitions can be found at [Chapter Resources](#)

TIPS FOR SUCCESS

Preparation and understanding are the keys to success in FBLA competitive events. Our goal is for every competitor, at all levels, to have a positive event experience, and we believe that happens when competitors understand what to expect and then prepare to the best of their ability.

Acquire a wristwatch or stopwatch and instruct participants to manage their own event time. Many competitors express concerns about not spotting the timekeeper during their event or running out of time. It is advisable for them to practice by monitoring their own time to ensure they can complete their presentation within the specified time limits outlined in the guidelines.

Competitors must arrive at events with the necessary equipment. Review the guidelines to understand the supplies and equipment the competitor needs to bring and what is provided. Failure to bring the required material or equipment, as specified in the Competitive Event guidelines, will allow competitors to participate, but they won't earn points for procedures requiring the missing material or equipment. During the WV FBLA SLC, all events follow the preliminary round guidelines. Competitors must ensure that the equipment they bring is in good working order. Equipment failure, when provided by the competitor, may

result in an inability to judge part or all of an event that involves equipment, including battery-operated laptops.

Objective Tests are taken on the computer via BluePanda. They are administered at the home school and overseen by a Proctor (a non-FBLA Adviser) during the testing window. This year, test times have been reduced from 60-minute tests to 50-minute tests. Production Tests follow a similar administration process.

When comparing state and national WV FBLA conferences, members will notice differences in hotel space, the number of competitors, and available materials/resources. For example, they may have had a prep room to themselves in state competition but find themselves sharing it with two or more teams in national competition. It's important to remember:

- » FBLA staff are doing their best given the space and time constraints.
- » All other competitors in the event are having a similar experience.

Encourage members to stay composed, be prepared, and focus on giving their best effort!

CONFERENCE PLAN

Tentative Agenda

**This agenda is subject to change.*

Wednesday March 6, 2024

State Officer, State Officer Advisers, and State Chair arrive around 3:00 pm or 4:00 pm

Board of Director Arrivals: Possible varying times

Headquarters Set-up, Nametags, Speech, etc.

Thursday, March 7, 2024:

Check-in 3:00 pm - 4:00 pm

Dinner: 3:00 pm - 5:00 pm

Adviser Orientation: 4:00 pm

Opening Session: 5:15 pm

Fun Activities: 7:30 pm - 9:30 pm

Curfew: 10:00 pm

Friday, March 8, 2024:

Breakfast: 8:00 am - 10:00 am

Competitions: 9:00 am - 12:00 pm

Check-Out: 11:00 am (There will be a place to store luggage)

Lunch and Workshops: 11:00 am - 2:30 pm

Evening Snack: 2:30 pm – 3:30 pm

Closing & Awards: 4:00 pm – 7:00 pm

Departure between 6:30 pm and 7:30 pm Depending on the Awards Ceremony