

## **Illinois FCCLA**

# **Rubric for the State Officer Leadership Performance Scholarship 2020-2021**

A Leadership Performance Scholarship shall be presented to each state officer for their year of service. The scholarship amount will be up to \$1000.00 (\$600/State Officer and \$400/Adviser). The total amount for the year will be determined by:

- 1) The amount provided by the Illinois Foundation for FCCLA and Illinois Association of FCCLA.
- 2) Each State Officer's performance during their year of service (scored by the rubric).
- 3) The 2020-2021 amount to be announced no later than April 4, 2020.

Initially, the State Officer/Adviser/School will be given a check in the amount 66% of whatever the total for the year will be (i.e. if the amount is \$960, the check would be for \$ 634.00). The check will be given to the Adviser at the June Leadership Training. This amount should be used toward expenses of the FCCLA National Leadership Conference.

The following rubric will be used by Illinois FCCLA State Staff, State Officers, and Advisers to evaluate the officer's performance of general responsibilities and those unique to the specific office. The rubric scores will be used to determine the remaining dollar amount of the State Officer's Leadership Performance Scholarship.

The amount of the additional award could be up to 34% of whatever the total for the year will be (i.e. if the amount is \$960, the end of the State Officer's term amount could be up to \$326 depending on the points earned). The rubric will be reviewed at each SEC Meeting and completed at the end of the State Officer's term.

The remaining amount earned for the Leadership Performance Scholarship will be awarded during the Closing Session of the State Leadership Conference in the spring. The State Officer's Adviser will decide if the Leadership Performance Scholarship is to be presented directly to the officer or if it will be presented to the chapter as reimbursement for expenses paid by the chapter for the State Officer.

**Illinois FCCLA**

Updated copy due at each SEC meeting.  
**The final copy is due to the State Staff  
at the beginning of State Conference.**

**Rubric for the 2019-2020 State Officer Leadership Performance Scholarship**

<b>Officer's Name</b>	
<b>&amp;</b>	
<b>Officer Title:</b>	
<b>Please check:</b>	<input type="checkbox"/> Uniform paid at June SEC; <input type="checkbox"/> \$25 officer gift for adviser paid at Jan. SEC <input type="checkbox"/> Scholarship paid to chapter <b>OR</b> <input type="checkbox"/> Scholarship paid to officer/adviser

Possible points = 100 Scholarship Awards: Gold - 85 to 100 = \$TBA Silver - 76 to 84 = \$100 Bronze – 60 to 75 = \$50 Below 60 = \$0
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<b>Officer Responsibility or Task: Meetings</b>	<b>Possible Points: 45</b>	<b>Earned</b>
<input checked="" type="radio"/> Attend State Executive Council Meetings** June Training, September and January  Adviser Attendance**	<b>5 to 4:</b> Attended all SEC meetings and sessions. Arrived on or before starting time. <b>3 to 1:</b> Missed a portion of one or more SEC meetings. Arrived late. <b>0:</b> Failure to attend an SEC meeting may result in dismissal from office.  <b>3:</b> Attended all SEC meetings and sessions. Arrived on or before starting time. <b>2 to 1:</b> Missed a portion of one or more SEC meetings. Arrived late. <b>0:</b> Failure to attend an SEC meeting may result in the officer being dismissed from office.	
<input type="checkbox"/> SEC Meetings Preparation**	<b>2:</b> All written reports were ready to distribute, forms were completed and ready to turn in, all agenda assignments were completed prior to the meeting. <b>1 to 0:</b> Some reports or agenda assignments were not ready or not on correct forms.	
<input checked="" type="radio"/> Attend the National Leadership Conference**  Adviser Attendance**	<b>5:</b> Attended the NLC and participated in all sessions/workshops/assigned activities. <b>4 to 1:</b> Missed one or more NLC sessions/workshops/assigned activities. <b>0:</b> Failure to attend the NLC may result in dismissal from office.  <b>5:</b> Attended the NLC and participated in all sessions/workshops/assigned activities. <b>4 to 1:</b> Missed one or more NLC sessions/workshops/assigned activities. <b>0:</b> Failure to attend the NLC may result in the officer being dismissed from office.	
<input checked="" type="radio"/> Attend the Summer Leadership Academy**  Adviser Attendance**	<b>3:</b> Attended the Summer Camp and participated in all sessions/workshops/assigned activities. Arrived on or before starting time. <b>2 to 1:</b> Missed one or more Summer Camp sessions/assigned activities. Arrived late. <b>0:</b> Failure to attend the Summer Camp may result in dismissal from office.  <b>2:</b> Attended the Summer Camp and participated in all sessions/workshops/assigned activities. Arrived on or before starting time. <b>1:</b> Missed one or more Summer Camp sessions/assigned activities. Arrived late. <b>0:</b> Failure to attend the Summer Camp may result in the officer being dismissed from office.	

Officer Responsibility or Task: Meetings	Possible Points: 45 (continued from previous page)	Earned
<p>☉ Attend the Ignite! Conference**</p> <p>Adviser Attendance**</p>	<p><b>3:</b> Attended the Ignite! Conference and participated in all sessions/assigned activities. Arrived on or before starting time.  <b>2 to 1:</b> Missed one or more Ignite! sessions/workshops/assigned activities. Arrived late.  <b>0:</b> Failure to attend the Ignite! may result in dismissal from office.</p> <p><b>2:</b> Attended the Ignite! Conference and participated in all sessions/assigned activities. Arrived on or before starting time.  <b>1:</b> Missed one or more Ignite! sessions/workshops/assigned activities. Arrived late.  <b>0:</b> Failure to attend the Ignite! may result in the officer being dismissed from office.</p>	
<p>☐ Ignite! Preparation: Scripts &amp; General Sessions**</p>	<p><b>5:</b> Lines were memorized as assigned with little need for prompting; costumes and props were ready.  <b>4 to 3:</b> Lines were rehearsed but some prompting was needed.  <b>2 to 1:</b> Some lines were not learned, much prompting needed; costumes and props not ready or missing.</p>	
<p>☉ Attend the Fall Leadership Meeting**</p> <p>Adviser Attendance**</p>	<p><b>3:</b> Attended the Fall Leadership Meeting and participated in all sessions/assigned activities. Arrived on or before starting time.  <b>2 to 1:</b> Missed one or more FLM sessions/workshops/assigned activities. Arrived late.  <b>0:</b> Failure to attend the FLM may result in dismissal from office.</p> <p><b>2:</b> Attended the Fall Leadership Meeting and participated in all sessions/assigned activities. Arrived on or before starting time.  <b>1:</b> Missed one or more FLM sessions/workshops/assigned activities. Arrived late.  <b>0:</b> Failure to attend the FLM may result in the officer being dismissed from office.</p>	
<p>☐ FLM Preparation: Script, Program &amp; General Sessions**</p>	<p><b>5:</b> Deadlines were met for securing workshops, revising the script, revising the program. Lines were very well rehearsed and ready for presentation.  <b>4 to 3:</b> Some deadlines were missed. Script was not well rehearsed.  <b>2 to 1:</b> Several deadlines were missed, and script was unrehearsed and not prepared.</p>	
<p>☉ Attend the State Leadership Conference**</p> <p>Adviser Attendance**</p>	<p><b>5:</b> Attended the State Leadership Conference and participated in all sessions/assigned activities. Arrived on or before starting time.  <b>4 to 1:</b> Missed one or more SLC sessions/workshops/assigned activities. Arrived late.  <b>0:</b> Failure to attend the SLC may result in dismissal from office.</p> <p><b>4:</b> Attended the State Leadership Conference and participated in all sessions/assigned activities. Arrived on or before starting time.  <b>3 to 1:</b> Missed one or more SLC sessions/workshops/assigned activities. Arrived late.  <b>0:</b> Failure to attend the SLC may result in dismissal from office.</p>	

<b>Officer Responsibility or Task: Meetings</b>	<b>Possible Points: 20 (continued from previous page)</b>	<b>Earned</b>
<input checked="" type="radio"/> State Leadership Conference Advertising Goal** Goal Amount:            Final Amount Raised:		
<input type="checkbox"/> SLC Preparation: Scripts & General Sessions**	<b>5:</b> Lines were memorized as assigned with little need for prompting; costumes and props were ready. <b>4 to 1:</b> Some lines were not learned, much prompting needed; costumes and props not ready or missing.	
<input type="checkbox"/> SLC Preparation: Workshops & Assignments**	<b>2:</b> All assignments related to SLC (script inserts/information, workshops, program information, etc.) were accurately completed by deadlines. <b>1 to 0:</b> Some assignments were inaccurate/incomplete and/or not completed by deadlines.	

<b>Officer Responsibility or Task: Reports</b>	<b>Possible Points: 11</b>	<b>Earned</b>
<input checked="" type="radio"/> Monthly Officer Report** (due to state office on the 5 <sup>th</sup> of the month for month just ending) – August through March: 8 reports	<b>8:</b> 7 or 8 reports were submitted by the 5 <sup>th</sup> of the month with good detail provided in each required report section. <b>7 to 1:</b> Report/s were submitted after the 5 <sup>th</sup> or lacking in detail.	
<input checked="" type="radio"/> Officer Rubric Updates**	<b>3:</b> Officer Rubric is submitted at the Sept. and Jan. SEC meetings, rubric includes required details and lists as indicated. <b>2 to 1:</b> Rubric/s were submitted incorrectly or lacking in specific lists and details	

<b>Officer Responsibility or Task: Public Relations</b>	<b>Possible Points: 12</b>	<b>Earned</b>
<input checked="" type="radio"/> <u>Presentation</u> to Civic Organization or School Board List group and date here:	<b>5:</b> A presentation focusing on creating awareness and understanding of the FCCLA organization was presented either to the local school board or a civic organization. (Digital photo submitted to staff <u>with the monthly report</u> as evidence of presentation.)	
<input checked="" type="radio"/> News Media: Newspaper, TV/Radio Coverage Copies must be submitted to VP of Public Relations and listed here:	<b>2</b> points each up to <b>4</b> points: Information on officer's election, FCCLA activities or projects appearing in local or school news media or broadcasts.	
<input checked="" type="radio"/> Personal Social Media** <b>NOTE: Failure to remove inappropriate content from personal social media pages and/or maintain a positive online presence throughout the year may result in removal from office.</b>	<b>3 to 1:</b> FCCLA and related activities are referenced with positive, appropriate comments on officer's personal social media pages. <b>0:</b> Personal social media pages contain comments, links, photos, etc. that are not appropriate for a youth leader in FCCLA, either in content or delivery.	
<input checked="" type="radio"/> Illinois FCCLA Social Media Participation**	<b>2:</b> Regular participation on the Illinois FCCLA social media pages (by making specific, positive comments, "liking" and sharing posts, sharing ideas, special assignments, etc.). <b>1 to 0:</b> Occasional or no participation on Illinois FCCLA social media pages.	

<b>Officer Responsibility or Task: Membership</b>	<b>Possible Points: 8</b>	<b>Earned</b>
☉ Chapter Membership _____ Current year total      _____ Previous year total	<b>2:</b> Increase membership in your chapter by at least 5 members over previous year, or <b>1:</b> Increase membership in your chapter by at least 3 members over previous year.	
☉ Membership Efforts List name of the one chapter contacted here and the date for the 3 possible points: _____ _____ _____	<b>3:</b> Officer and/or SEC adviser communicated with adviser of at least one unaffiliated chapter to encourage affiliation.	
List name of the one chapter contacted here and the date for the the 2 possible points: _____ _____	<b>2:</b> Officer communicated with at least one affiliated chapter to encourage <u>increased</u> participation at state/national level. (Visit to an actively involved chapter would not meet this goal.) .	
List names of the two chapters contacted here and the dates for the 1 possible point: _____ _____	<b>1:</b> Officer made personal contact (phone, letter or visit - not an e-mail) with at least two additional less active chapters to encourage participation and offer assistance.	
<b>Officer Responsibility or Task: Other</b>	<b>Possible Points: 4</b>	<b>Earned</b>
☉ Candidate Recruitment – List name and chapter here: _____	<b>1:</b> Recruit at least one state officer candidate from a school other than your own.	
☉ Represent Illinois FCCLA – List here: _____	<b>2 points each up to 8:</b> Attend other meetings, functions, or conferences such as fall adviser workshops, IFACSTA, ILFACS, IACTE, the State Fair, Capitol Leadership, Cluster, etc. to represent IL FCCLA.	
☉ Duties Specific to Designated Office or Unique Accomplishments – List here: _____	<b>1 point each up to 4:</b> List specific duties related to your office that were accomplished on time or describe a unique accomplishment you made in IL FCCLA that is not already mentioned on this rubric.	
<b>TOTAL POINTS EARNED ON RUBRIC:</b>		

\*\* Indicates rubric points determined or verified by the Illinois FCCLA state staff

Notes: