

From: adviserlist-bounces@mailman.intradatechnologies.com on behalf of PA FBLA--Bruce Boncal
To: adviserlist@mailman.intradatechnologies.com
Subject: [Adviserlist] Welcome to the 2017-18 FBLA Year! --- Updates to the Original Email
Date: Tuesday, September 12, 2017 12:25:22 PM
Attachments: [image004.png](#)
[image007.png](#)
[image001.png](#)
[ATT00001.txt](#)

Dear FBLA Advisers

There are updates to my original email. These are the updates you will find below.

Deadline Reminder: Saturday, September 30, no later than 11:59 pm is the deadline for registering and lodging students for the 2017 State Leadership Workshop at the Kalahari Resort in the Poconos.

Deadline Reminder: September 15, no later than 11:59 pm. Send local chapter articles for the 1st edition of the Penn Pal to the PA FBLA State Reporter: reporter@pafbla.us

1. **Update to the email:** A link for new advisers to register is now found in the “adviser changes” section of the email.
2. **Update to the email:** Changes made to the “state project” section of this email regarding how to report your chapter’s contributions if participating in one of The Alzheimer’s Walks across Pennsylvania.
3. **New to the email:** Monthly “Elevate Your Future Webinars” by the state officer team.
4. **Update to the email:** More information added to the State Leadership Workshop section of the email.
5. **New to the email:** FBLA Night at the Mohegan Sun Arena in Wilkes-Barre – Wilkes-Barre/Scranton Penguins vs. the Hershey Bears Hockey Game (part of ticket prices will be donated to The Alzheimer’s Association. This segment includes a flyer indicating how tickets may be reserved for the game. “Behind-the-scenes” tours will be announced closer to the event date.
6. **New to the email:** Membership recruitment and chapter management materials can be found in the downloadables of the PA FBLA web site.
7. **New to the email:** The state officers’ plans of work are found in the downloadables section of the PA FBLA web site as well as the “state officers” section of the web site.
8. **New to the email:** Section added on the Who’s Who Criteria, the Outstanding Adviser Criteria, and the Outstanding Chapter Criteria.
9. **New to the email:** There is new information about the National Business Honor Society.
10. **New to the email:** There is information about the Virtual Business Challenges (Management and Finance) and the LifeSmarts competition.
11. **New to the email:** The [region adviser directory](#) is at the end of this email.
12. **New to the email:** Specific PA FBLA Keystone Leadership Award information is now included in the email. The deadline is March 2, 2018.

Topics Addressed in this Email:

1. Welcome Back
2. Whitelisting to Avoid Emails Getting Caught in Spam
3. National Theme
4. State Staff
5. State Officer Team

6. Prior Year Highlights
7. Adviser Changes
8. Important Dates
9. Penn Pal Digital Newsletter Deadlines
10. Tomorrow’s Business Leader Deadlines

11. Membership Processing Procedures
12. National Chapter Management Handbook
13. State Leadership Workshop
14. The Alzheimer’s Association – The State Project
15. Future Conferences

16. Membership Incentive Program

17. Competitive Events Changes
18. State-only Competitive Events
19. Special Digital Video Production Event
20. Virtual Chapter Coordinator

21. Middle-level Program
22. NLC Award Winners
23. PA FBLA Social Media Presence
24. Register Local Chapter/Region Chapter Officer Email Addresses
25. SLC Payment Schedule and Deadlines

26. National FBLA Councils
27. National FBLA Programs
28. "Elevate Your Future" Monthly Webinars
29. PA FBLA Night at the Mohegan Sun Arena Hockey Game
30. Membership Recruitment/Chapter Management Tools

31. School Store Information
32. Who's Who Criteria
33. Outstanding Adviser Criteria
34. Outstanding Chapter Criteria
35. National Business Honor Society

36. State Officers' Plans of Work/Recognition Programs
37. Virtual Business Finance/Virtual Business Management Challenges
38. LifeSmarts Challenges
39. Keystone Leadership Award
40. Region Adviser Directory

Bruce

Bruce E. Boncal
Executive Director/State Chairman
Pennsylvania FBLA
 PO Box 5085
 Jersey Shore, PA 17740
 570.398.4652 -- phone/fax | 570.279.6998 -- cell phone/texts
 bboncal@pafbla.us -- e-mail | www.pafbla.org -- website
 bboncal318 -- Skype | www.twitter.com/pafbla -- Twitter
 Look for Pennsylvania FBLA on Facebook



From: PA FBLA--Bruce Boncal
Sent: Friday, August 25, 2017 11:46 AM
To: Lori Guandolo <guandolol@basd.k12.pa.us>
Subject: Welcome to the 2017-18 FBLA Year!

Dear FBLA Advisers

Feel free to share this with your local chapter members, especially your officers.

Welcome to the 2017-18 FBLA and School Year

know some of our advisers will be returning to school this week; some will be returning the week of August 28; and others will be returning sometime near Labor Day. This will be your first mailing of the year and contains important information about changes that you will see. With that said, please make sure you follow the instructions below to make sure all PA FBLA emails are whitelisted.

Whitelist the Following Domains/Avoid Message Caught in Spam

Please make sure you whitelist: **mailman.intradatechnologies.com** OR **adviserlist@mailman.intradatechnologies.com** in order to receive our **PA FBLA emails**. Don't let them get caught in your spam filter.
In addition, please whitelist the following domains: www.pafbla.us, www.pafbla.org, and the specific email addresses found below from the management team.

2017-18 National Team: Elevate Your Future



Your 2017-2018 PA FBLA Staff

Bruce E. Boncal, PA FBLA Executive Director: bboncal@pafbla.us | 570.279.6998 (calls and texts) or 570.398.4652 (calls/faxes)

Good news (at least for Bruce)! Bruce Boncal has retired from his school district position and will now be available full-time to support FBLA chapters, and advisers, and members each day. Advisers are welcome to email, call, or text for support. Cell phone is the easiest way to reach me.

Bruce will be happy to participate in your chapter's program of activities/meetings, if possible, either in person or via Skype. More information will follow.

----->**Bonnie Polk, PA FBLA Office Secretary:** bboncal@pafbla.us | 570.398.4652 (Monday-Wednesday-Friday, 8:00 am to 12:00 noon; other hours as necessary)

Janet Skiles, PA FBLA Conference Coordinator: jskiles@pafbla.us | 412.576.2826 (calls and texts)

Derek Selleck, PA FBLA Competitive Events Coordinator: dselleck@pafbla.us | 607.768.1694 (calls and texts)

Kristi Ryland, PA FBLA State Adviser: kryland@pafbla.us | 717.813.6388 (calls and texts)

Luke Skerpon, PA FBLA Middle-level Coordinator/Staff Assistant for Conferences and Competitive Events: lskerpon@pafbla.us | 570.885.3554 (calls and texts)

Maura Angle, PA FBLA Virtual Chapter Coordinator/Adviser: mangle@pafbla.us | 570.814.8148 (calls and texts)

Your 2017-18 State Officer Team

President: Shane Fagan, Delaware Valley High School (Region 22), president@pafbla.us

First Vice President: Gabe Kessler, Wissahickon High School (Region 20), firstvicepresident@pafbla.us

Secretary: Jakob Schwabe, MMI Preparatory School (Region 16), secretary@pafbla.us

Treasurer: Adam Sands, Wallenpaupack Area High School (Region 22), treasurer@pafbla.us

Reporter: Meghana Chigurapati, Downingtown STEM Academy (Region 9), reporter@pafbla.us

Parliamentarian: Vineeth Voruganti, Downingtown STEM Academy (Region 9), parliamentarian@pafbla.us

Vice President at Large 1: Logan Dubil, North Penn High School (Region 20), vpatlarge1@pafbla.us

Vice President at Large 2: Maxwell Ferguson, Jersey Shore Area High School (Region 7), vpatlarge2@pafbla.us

Vice President at Large 3: Taylor Slicker, Wilmington Area High School (Region 2), vpatlarge3@pafbla.us

Congratulations to Adam Sands who was elected as the 2017-18 National Eastern Region Vice President! Good job, Adam, with your campaign.

Prior Year PA FBLA Accomplishments

As we start 2017-2018, let's reflect on some of PA FBLA accomplishments this past year:

1. We are the third largest state chapter in the national organization with 294 active chapters and 13,608 members (**our highest membership ever in our history**)—third only to Georgia and Missouri.
2. We had our largest delegation ever attend the NLC in Anaheim, California, with more than 612 travelers on the PA FBLA travel package. When you add in those who traveled on their own, that number reaches between 650-675 who traveled across the country to represent PA FBLA.
3. We had the third highest number of award winners at the 2017 NLC—third only to California and Georgia.
4. Our State Leadership Conference attendance was more than 4,500 attendees, which is one of the largest state conferences in the national association.
5. We raised \$71,000 for the 2016-2017 State Project, the National Kidney Foundation.
6. Our middle-level program continues to grow, and we offered an expanded program of events to reach as many ML students as possible. We

reached 717 middle-level members in 25 active chapters, our largest membership ever.

7. Our Virtual Chapter Membership continues to grow with more students participating in the program than ever before—giving options to students who are not in a traditional brick-and-mortar schools or who are in schools where no FBLA chapter exists.
8. One of our largest and most successful State Leadership Workshops in our history was held this past November. Our State Leadership Workshop moves to the nationally recognized Kalahari Resorts in the Pocono Mountains this year. [More information about the SLW can be found on the main page of the web site.](#)

Adviser Changes

Personnel changes frequently occur among FBLA advisers at their local chapters. **If you are aware of advisers who are new, who have left, and any new replacement advisers, please encourage the new advisers to register using the following link so that we can them you to our directory of advisers and begin communication and providing support.**

New Advisers -- Register Here: <https://pafbla.wufoo.com/forms/syv4sk10z7mbot/>

If there have been changes to region advisers and/or region officers, please email that information to me also – bboncal@pafbla.us

Don't assume that I have been told of changes at the local or region levels.

If you know of a chapter that is inactive, please let me know.

If you are aware of potential chapters, please let me know and I will send out a new chapter information packet. However, I would encourage you to lead them directly to the PA FBLA web site and look for the blue menu titled "Organizing a Chapter."

A directory information email will be sent to all advisers of record in the days in and around Labor Day.

There will be individual communication with [region advisers](#) about region events which will start to come your way within the next two weeks.

Important Dates -- <http://www.pafbla.org/importantdates.php>

Please make sure you check the "Important Dates" section of the PA FBLA web site for deadline information. Nearly all 2017-18 deadlines are posted with links to online forms and documents. Let me highlight a few of those dates:

September 30, 2017: Deadline for online SLW registration and lodging

October 11, 2017: Deadline for SLW registration and lodging payments

November 5-6, 2017: State Leadership Workshop, Kalahari Resort in the Poconos

December 1, 2017-January 10, 2018: Dates during which RLCs may be held

-----November 01, 2017: chapters may begin submitting RLC school-site test requests ((identifies school-site test administrator and competitors in Computer Applications, Database Applications, Spreadsheet Applications, and Word Processing) **this must be completed in addition to online registration**))

-----November 10, 2017: online registration will open for RLCs

-----November 14, 2017: school-site testing may begin for the RLCs

-----November 16, 2017: online testing may begin for the RLCs

December 6, 2017: deadline for state-only competitive events to be submitted to be judged

January 19, 2018: final date for announcement of state-only event finalists

January 20, 2018: final date for SLC online registration AND online lodging to be completed

February 1-28, 2018: [middle-level](#) testing window

February 1-16, 2018: SLC school-site test administration window (Computer Apps, Database Apps, Spreadsheet Apps, Word Processing)

April 9-11, 2018: State Leadership Conference, Hershey

Other Pennsylvania FBLA Date Changes:

December 05, 2017: State Officer/National Officer Candidate application deadlines (this is a change from the January 15 deadline)

February 1, 2018: Businessperson of the Year Nominations upload deadline

February 1, 2018: Business Partnership of the Year Nominations upload deadline

March 2, 2018: State Project Proposals upload deadline

March 2, 2018: National Business Honor Society upload deadline (this year, PA FBLA will provide honor cords to those schools which permit their students to wear them at graduation).

Penn Pal Digital Newsletter Deadlines

Let's make sure you publicize your local chapter activities and share them with others across Pennsylvania. This is the procedure you should follow to submit your articles and pictures:

Summer Edition

Deadline Date: September 15, 2017 ||||| Anticipated Publication Deadline: October 1, 2017

Fall Edition

Deadline Date: November 15, 2017 ||||| Anticipated Publication Deadline: December 1, 2017

Winter Edition

Deadline Date: January 15, 2018 ||||| Anticipated Publication Deadline: February 1, 2018

Spring Edition

Deadline Date: March 15, 2018 ||||| Anticipated Publication Deadline: April 1, 2018

All articles are to be submitted using the following WuFoo form: <https://pafbla.wufoo.com/forms/z111k2m704aiige/>

Tomorrow's Business Leader/Chapter News Deadlines

We strongly encourage you to submit articles regarding your chapter's activities to the national office. Articles may be submitted at any time during the year.

Make it simple: upload the same articles you submit to the Penn Pal. Let's get as much PR as we can at the national level.

All articles are to be submitted using the following WuFoo form: <http://www.fbla-pbl.org/about/communications/chapter-news/>

Membership Processing

If you have been checking the PA FBLA web site, you saw that membership processing opened on August 1. Here's the step-by-step membership processing instructions in case you need a refresher: [Membership Processing Instructions](#).

If you do not remember your username and password, please contact me; however, you will receive a reminder email from me with that information this week.

Here are some reminders about membership processing:

1. **Dues are not refundable**, nor is membership transferable from one student to another student. Once you enter a student's name into the system, it is our policy that the student is an FBLA member and you are now responsible for the dues payment. Please DO NOT enter a student's name into the membership system unless you are certain the student will pay dues. Please do not ask to replace one student's name with another name because a student has chosen to go inactive or to not participate.
2. Please make sure you have the correct spelling for the student's name. Once you enter the name into the system, any edits must be made by the state office.
3. Dues are still \$12 total -- \$6 state and \$6 national for students in Grades 9-12. For middle-level members, dues are \$3 state and \$6 national for students in Grades 5-8.
4. All membership processing is done through the Pennsylvania FBLA web site. Please do not process your membership through the national web site.
5. **All dues are paid to PA FBLA, not the national office.**

National Chapter Management Handbook

The national handbook will be online this year, and you will not receive any printed copies/updates of the handbook; you should go to:

go.fbla.org/CMH OR <http://www.fbla-pbl.org/fbla/chapter-management-handbook/>.

Not all components of the handbook have been published, but it should be very soon when the entire handbook is available. Until we see that handbook, we are not able to update our PA FBLA handbook.

State Leadership Workshop

The online registration/lodging parts of the web site are open for the 2017-18 State Leadership Workshop at the Kalahari Resort in the Pocono Mountains on Sunday-Monday, November 5-6. Registration will close on September 30; payment postmark deadline is October 11. More information about the State Leadership Workshop can be found on the main page of the PA FBLA web site. This is our premier leadership development workshop, and more information about the theme and the schedule will follow.

There is no limit on the number of attendees a chapter may bring. Attendance is also open to middle-level FBLA chapters.

Once a chapter registers members and advisers, the chapter is committing to the payments that were identified at the close of registration/online lodging on September 30.

[Click here for registration and online lodging procedures.](#)

All the necessary forms will be found on the PA FBLA web site's main page.

If you would like to know more about the Kalahari Resort in the Poconos, click on this link: <https://www.kalahariresorts.com/pennsylvania>

Registration Fee: \$40 per person

Lodging Fee: \$170 per room (not per person), including tax AND admission to the waterpark.

There is lodging available for Saturday night, November 4, and Sunday night, November 5.

New at the SLW this year: All advisers and members attending the SLW must have a “data-enabled” device as we will be using an official PA FBLA SLW Program App rather than a printed program. Any paper copy we provided will be minimal; a full paper-based program should not be expected. WiFi will be free to all SLW attendees. Advisers will need to provide email addresses of all workshop attendees prior to the SLW so that we can email app download instructions prior to the SLW.

State Leadership Workshop Promo (click the thumbnails for a larger version)

1. [SLW Update #1 from Janet Skiles, Conference Coordinator](#)
2. [Who Should Attend?](#)
3. [Tentative Schedule of Events](#)
4. [Dodgeball Tournament Information \(to benefit The Alzheimer's Association\)](#)
5. [Basket Auction Information \(to benefit The Alzheimer's Association\)](#)
6. [T-shirt Sales Information \(to benefit The Alzheimer's Association\)](#)
7. [More SLW Files in the Downloadable Files Section](#)



2017-18 State Project – The Alzheimer’s Association

The Alzheimer’s Association

<http://www.alz.org>

Project Theme: "Memories Matter"

Fund Raising Goal: \$54,000

Make all checks payable to: PA FBLA State Project

Send all checks to:

Mr. Adam Sands, PA FBLA State Treasurer, Wallenpaupack Area High School, 2552 Route 6, Hawley, PA 18428



Special Video: [Learn About Alzheimer's Disease](#)

We really would encourage your chapter to become involved in one of the multiple Alzheimer’s Association Walks across Pennsylvania in September, October, or November as a way of supporting the PA FBLA state project. This list of walks across Pennsylvania can be found below. We would love to have pictures of your chapter’s participation for the state newsletter and our state web site and social media sites.

If you chapter is participating in one of the walks, has secured pledges, and will be turning in your contributions to The Alzheimer’s Association, this is the procedure you should follow to secure recognition from the PA FBLA State Treasurer:

1. Make a copy of your pledge forms and the amount being contributed.

2. Secure a receipt from The Alzheimer’s Association for your chapter’s contributions.
3. Email the receipt/pledge forms to the Adam Sands, PA FBLA State Treasurer, who will provide credit to your chapter’s participation in our state project, The Alzheimer’s Association. Adam will email a statement which you can attach to the 2017-18 William Selden Outstanding Chapter Criteria. Your chapter’s Walk contributions will also be considered when the “Largest Local Chapter Contributions” and “Largest Per Capita Contribution” awards are presented at the State Leadership Conference.

If it fits in my schedule, I would love to come and walk with chapters at any of these walks under the PA FBLA banner/flag.

Walks Near You

<u>Altoona, PA</u> Sep 9, 2017	<u>Beaver, PA</u> Oct 7, 2017	<u>Bethlehem, PA</u> Sep 30, 2017	<u>Bloomsburg, PA</u> Sep 16, 2017	<u>Butler, PA</u> Sep 16, 2017
<u>Carmichaels (Greene County), PA</u> Sep 30, 2017	<u>Clarion, PA</u> Oct 7, 2017	<u>DuBois, PA</u> Oct 7, 2017	<u>East Stroudsburg (Monroe County), PA</u> Sep 30, 2017	<u>Erie, PA</u> Sep 16, 2017
<u>Fayetteville (Adams/Franklin County), PA</u> Sep 30, 2017	<u>Greensburg, PA</u> Sep 23, 2017	<u>Harrisburg, PA</u> Sep 16, 2017	<u>Hermitage (Sharon), PA</u> Sep 9, 2017	<u>Jim Thorpe (Carbon County), PA</u> Sep 23, 2017
<u>Lancaster, PA</u> Sep 23, 2017	<u>Meadville, PA</u> Sep 30, 2017	<u>Montoursville (Lycoming County), PA</u> Sep 16, 2017	<u>Moosic (Scranton/Wilkes-Barre), PA</u> Oct 7, 2017	<u>Philadelphia, PA</u> Nov 11, 2017
<u>Pittsburgh, PA</u> Nov 4, 2017	<u>Reading, PA</u> Oct 7, 2017	<u>Schuylkill Haven (Schuylkill County), PA</u> Sep 9, 2017	<u>University Park (State College), PA</u> Oct 28, 2017	<u>Warren, PA</u> Sep 30, 2017
<u>Washington, PA</u> Oct 7, 2017	<u>Windber (Cambria/Somerset County), PA</u> Sep 23, 2017	<u>York, PA</u> Oct 7, 2017		

Future Conferences -- <http://www.pafbla.org/future/main.php>

If you are interested in the dates of future PA FBLA or national functions, visit the web site and look for “Future Conferences” at the left in the blue menus.

2017-2018 Membership Incentive Program

In a typical membership year, we have 290-300 Grades 9-12 FBLA chapters and 25-30 middle-level chapters with close to 13,750 to 14,500 combined members.

As we all know, chapter advisers always have chapter officers or those hardworking, unsung heroes of their chapter that they would like to bring to the State Leadership Conference but have not qualified through the competitive events program. For those chapters that work to improve their membership over the previous year, we have the following membership incentive program in place to bring “members at large” to the 2018 State Leadership Conference:

Previous Year’s Membership 2016-2017	Increase in Membership This Year from Prior Year 2017-18	# of Members at Large the Chapter May Bring to SLC
1-25	3	2
26-99	5	2
100 or more	5	3
First-year new/reactivated chapters are eligible to bring two members at large.		

These members are in addition to your chapter’s qualifying members!
Chapters may continue to add and pay for additional members and may meet the membership incentive guidelines if they are currently close.

Participation in the program is voluntary.
 Members at large **ARE NOT** automatically granted attendance at the SLC.
 Chapters are only eligible for the members at large **IF** they submit an online application to Kristi Ryland, PA FBLA State Adviser, **no later than**

January 19, 2018.

Priority seating at the State Leadership Conference Awards Program is made by region's total membership increase % -- from highest to lowest. Those regions with the largest % increase are seated first with all other placed in numerical sequence from highest % to lowest % increase or decrease.

There will be assigned seating at both the Opening and Closing Sessions of the State Leadership Conference.

Competitive Events Changes

Yes, there are some competitive events changes that will go into effect this year. Many of them have been posted on the main page of the PA FBLA web site, but here is a recap:

New Events:

1. **There is one new competitive event this year; it is a "state-only" competitive event:**
 - a. [Broadcast Journalism](#) (an individual or a team of 2 or 3) (click the link for the description found on the national web site)
 - b. Virtual Business [Finance](#) Challenge (now an official event in which members may qualify for the NLC/not a state or local event)

Competitive Events Modifications:

1. The following events may now be **1 (an individual)**, 2, or 3 participants. In prior years, the following events had to be a team of 2 or 3. Parliamentary Procedure remains a team of 4 or 5. LifeSmarts is a team of 2.
 - a. Banking and Financial Systems
 - b. Entrepreneurship
 - c. Global Business
 - d. Hospitality Management
 - e. Management Decision Making
 - f. Management Information Systems
 - g. Marketing
 - h. Network Design
 - i. Sports and Entertainment Management
2. **Name Change:** Introduction to FBLA (formerly FBLA Principles and Procedures (open to grades 9-10 members only))
3. **Name Change:** Introduction to Public Speaking (formerly Public Speaking I (open to grades 9-10 members only))
4. **Name Change:** Public Speaking (formerly Public Speaking II (no grade restrictions))

2017-18 Competitive Events Topics

[Click here for a complete list of topics that some of the competitive events will be using this year.](#)

State-only Competitive Events Deadline – December 6

State-only prejudged competitive events **UPLOAD BY 11:59 pm** on this date (see list below)

- >[3D Animation](#) (must be uploaded digitally)
- >[American Enterprise Project](#) (must be uploaded as a PDF)
- >[Broadcast Journalism](#) (must be uploaded digitally) (link coming soon)
- >[Business Financial Plan](#) (must be uploaded as a PDF)
- >[Business Plan](#) (must be uploaded as a PDF)
- >[Coding and Programming](#) (must be uploaded digitally)
- >[Community Service Project](#) (must be uploaded as a PDF)
- >[Computer Game and Simulation Programming](#) (must be uploaded digitally)
- >[Digital Video Production](#) (must be uploaded digitally)
- >[E-business](#) (must be live on the Internet)
- >[Electronic Career Portfolio](#) (must be live on the Internet)
- >[Introduction to Business Presentation](#) (must be uploaded digitally)
- >[Mobile Application Development](#) (must be uploaded digitally)
- >[Partnership with Business Project](#) (must be uploaded as a PDF)
- >[Public Service Announcement](#) (must be uploaded digitally)
- >[Sales Presentation](#) (must be uploaded digitally)
- >[Social Media Campaign](#) (must be uploaded digitally)
- >[Website Design](#) (must be live on the Internet)

MEMBERS COMPETE TO . . .

- Demonstrate career competencies, business knowledge, and job skills
- Expand leadership skills
- Display competitive spirit
- Receive recognition for achievements and scholarships for winners
- Travel
- Network

Special Digital Video Production Event Announced

Pennsylvania FBLA announces one digital video production event in which individuals or teams up to three members may participate. Students may enter one or all of the events and earn the right to attend the 2018 State Leadership Conference in Hershey. Guidelines:

1. Students must be paid FBLA members at the time of submission.
2. All entries will be submitted digitally.
5. Deadline for submission is October 31, 2017, by 11:59 pm.
 4. Video productions must not exceed three minutes.
 5. Evaluation is based on 55% vote by PA FBLA Executive Committee Members; 15% vote of PA FBLA advisers across the state; and 30% vote from PA FBLA Facebook page registered members.
 6. Top three individuals or teams in each project category automatically advance to the State Leadership Conference.
- > Video Project #1: State Project Promotion (The Alzheimer's Association)
6. [Special Digital Video Production Guidelines](#)
7. [Special Digital Video Production Entry Form](#)

Virtual Chapter Coordinator

Students at schools without FBLA chapters may join the PA FBLA Virtual Chapter. For more information about the Virtual Chapter, please click on the Virtual Chapter channel at the left side of the PA FBLA web site main page. The Virtual Chapter Coordinator/Adviser is: Mrs. Maura Angle, mangle@pafbla.us, and will be the point of contact for everything about the Virtual Chapter. [Click here for more information on the PA FBLA Virtual Chapter.](#)

Middle-level Program

Luke Skerpon will again be spearheading the middle-level program. Stay tuned for updates from Luke regarding ML updates, or you may contact Luke directly at lskerpon@pafbla.us. [Click here for more information on the middle-level chapter.](#)

National Leadership Conference Award Winners

It was another outstanding National Leadership Conference for PA FBLA members. Our conference competitors once again made us "Pennsylvania Proud!" . [Click here for a complete list of NLC Award Winners!](#)

PA FBLA Social Media Presence

Facebook

Please follow PA FBLA's Facebook page at www.facebook.com/pafbla. Please encourage your fellow advisers AND your members to follow the page!

Instagram

Please follow PA FBLA's Instagram at www.instagram.com/pennsylvaniafbla. Please encourage your fellow advisers AND your members to follow the page!

Twitter

Please follow PA FBLA's Twitter at www.twitter.com/pafbla. Please encourage your fellow advisers AND your members to follow our Twitter feed! The Twitter feed is also available at the bottom of the main page of the PA FBLA web site at www.pafbla.org.

Register Member/Chapter Officers Email Addresses

There is a link on the main page of the PA FBLA web site to register chapter officers/members. Please have your chapter officers/members register as soon as possible. **You do not have to do this as an adviser; please have your students do this themselves.**
This is the link for local chapter members: <https://pafbla.wufoo.com/forms/k2eqen51sj1fj5/>

There will be more specific, targeted emails in the coming days!

Have a great start to your school year!

New State Leadership Conference Payment Schedule/Deadlines

We will be implementing a new State Leadership Conference payment schedule and deadline schedule. This is the procedure we will follow:

Online Registration and Online Lodging Must Completed by: January 20, 2018

SLC Registration Payment Must Be Postmarked by: January 20, 2018

SLC Lodging Payment Must be Postmarked by: January 31, 2018

The January 20 and January 31 dates will now become standard dues dates/payment postmark deadline dates.

SLC Payment Options Accepted:

1. School Check
2. Personal check from parents/advisers
3. School Purchase Orders (all payments must be postmarked in full no later than 30 days prior to the opening of the SLC, which is March 9, 2018)
4. School Credit Card (3% convenience fee applies)
5. Personal Credit Card (3% convenience fee applies)
6. Payment Schedule/Agreement with FBLA Chapter and PA FBLA Executive Director's Office Completed Prior to the January 20, 2018, deadline.
This option will help those chapters that may need to complete fundraising to attend the SLC.

SLC Conference Registration: There will a 3-tier registration fee schedule starting with the 2018 SLC.

1. **Early-bird Registration Fee:** \$85 per person (includes advisers, members, guests) IF payment is postmarked by January 20, 2018.
2. **Regular Registration Fee:** \$110 per person (includes advisers, members, guests) IF payment is postmarked between January 21, 2018, through March 20, 2018.
This \$110 fee does not apply if a payment option is made by January 20, 2018. Remember, you have all options to choose from including establishing a separate payment schedule for your chapter if fund raising needs to occur.
3. **Late Registration Fee:** \$135 per person (includes advisers, members, guests) IF payment is postmarked March 21, 2018, through the opening of the State Leadership Conference.
This \$135 fee does not apply if a payment option is made by January 20, 2018. Remember, you have all options to choose from including establishing a separate payment schedule for your chapter if fund raising needs to occur.

SLC Lodging Fees: The 2018 SLC lodging fees will be announced later this fall.

New at the SLC this year: All advisers and members attending the SLW must have a "data-enabled" device as we will be using an official PA FBLA SLW Program App rather than a printed program. Any paper copy we provided will be minimal; a full paper-based program should not be expected. WiFi will be free to all SLC attendees. Advisers will need to provide email addresses of all workshop attendees prior to the SLC so that we can email app download instructions prior to the SLC.

National FBLA Councils

National FBLA offers members an opportunity to apply for and serve on various national Councils. Please share this link and information with your students:

<http://www.fbla-pbl.org/fbla/officers/councils/>. **The deadline for all applications is September 8, 2017, no later than 11:59 pm.**

This is the procedure that must be followed:

1. Your student seeks your approval to seek a position on one of the National Councils.
2. The student completes the applications and **emails me** providing a short biography of FBLA accomplishments/involvement.
3. The adviser **emails me** providing his/her approval of the student seeking a position on the National Councils.
4. If I receive the student's biography and the adviser's approval, I will then email my approval to the student.

Clarification for you and your student: The national office uses the following statement as part of the application: **“Email approval from your state and local chapter adviser. Forwarded emails or screenshots are fine.”** The national office uses the term “state adviser” indicating the primary state contact should provide approval. **DO NOT** email Kristi Ryland, PA FBLA State Adviser, for approval. All approvals must come from Bruce Boncal, PA FBLA Executive Director, who is the primary state contact and is the “state adviser” in the eyes of the national office.

What positions are available?

National FBLA offers members an opportunity to apply for and serve on various national Councils. Please share this link and information with your students: <http://www.fbla-pbl.org/fbla/officers/councils/>. The deadline for all applications is Friday, September 8, 2017, no later than 11:59 pm. Click the link for a description of responsibilities for each Council and to check the application requirements

FBLA Councils

(FBLA members only)

National President’s Executive Council

National Secretary’s Council

National Treasurer’s Council

National Parliamentarian’s Council

Eastern Region Vice President’s Council

National FBLA Programs

I would like to call your attention to a series of national FBLA recognition program that I hope many PA FBLA chapters will become involved in this year. More information is found below.

Open to all chapters, this recognition program encourages recruitment, retention, and member involvement. The FBLA Chapter Challenge consists of 3 parts listed below. [Click here for the Chapter Challenge flyer.](#)

1. [Super Sweeps](#), August 1 through October 20
2. [Non-stop November](#), November 1 through December 10
3. [Action Awareness](#), January 1 through March 1

----->[Chapter Challenge Dashboard](#)

----->[Chapter Challenge User Guide](#)

National Community Service Program

Chapters who have members participating in Pennsylvania’s Big 33 program should be encouraged to participate in the national Community Service Awards program.

1. [Community Service Awards Guidelines](#)

National Business Achievement Awards Program

The BAA program has at its heart the core ideals of FBLA: service, education, and progress. Students enhance leadership skills, expand their business knowledge, and contribute to their local communities by immersing themselves in school, community, and FBLA programs.

1. [Business Achievement Awards Guidelines](#)

Monthly PA FBLA “Elevate Your Future” Webinars

Members and Advisers -- join the Monthly "Elevate Your Future" Webinars Hosted by State Officers **NEW!**

All webinars are held on the 2nd Sunday of every month starting at 8:00 pm.

Link to join: <https://us.bbcollab.com/collab/ui/session/guest/4647a3cbc13e46f99394a4f26a44c341>

See the following flyer for a list of topics: [Monthly Webinar Topics](#)

Webinar #1 -- September 10, 2017

Webinar #2 -- October 8, 2017

Webinar #3 -- November 12, 2017

Webinar #4 -- December 10, 2017

Webinar #5 -- January 14, 2018

Webinar #6 -- February 11, 2018

Webinar #7 -- March 11, 2018

PA FBLA Night at the Mohegan Sun Arena Hockey Game

Plan for **PA FBLA Night at the Mohegan Sun Arena, Wilkes-Barre, on Friday night, February 2, 2018**, 7:05 pm, for the Wilkes-Barre/Scranton Penguins vs. Hershey Bears hockey game. Benefits The Alzheimer’s Association. All chapters are welcome to attend! Behind-the-scenes tours will

be arranged closer to the date. [Click here for the flyer regarding the PA FBLA Night at the Mohegan Sun Arena.](#) **Tickets may be reserved for chapter members, advisers, family members, and friends!**

Membership Recruitment/Chapter Management Tools

Chapter advisers and members will find membership recruitment and chapter management tools in the “downloadables” section of the PA FBLA web site: <http://www.pafbla.org/downloads/main.php>

School Store Information

If you are considering the operation of a school store to help fund your FBLA chapter, National FBLA has a school store guide to help you. The link is: <http://www.fbla-pbl.org/media/FBLA-School-Store-Manual.pdf>

Andy Belolan, Central Columbia FBLA adviser, is asking chapters to complete the following survey:

[Central Columbia School Store Survey](#)

Who's Who Criteria

PA FBLA “seniors” have the opportunity to earn recognition for their current and past involvement in FBLA through the Who's Who Criteria. In addition, PA FBLA awards 15 scholarships ranging from \$1500 to \$250 based on the member's Who's Who Criteria submission. The Who's Who Criteria is found at <http://www.pafbla.org/recawd/whoswho/main.php>. Members must have completed the “Future” section of the Business Achievement Awards to be considered. Start planning today. Each chapter may submit three Who's Who nominations. The deadline for submission is February 21, 2018.

Some items can be completed now and submitted; members do not have to wait until the deadline.

Outstanding Adviser Criteria

PA FBLA annually recognizes one outstanding adviser selected on the individual's and chapter's accomplishments during the past five years. The selection is based on the published Outstanding Adviser Criteria found at <http://www.pafbla.org/recawd/outstandingadviser/main.php>. Advisers may nominate themselves, or members, alumni, or school staff may complete the OA criteria on behalf of the adviser. The deadline for submission is March 2, 2018. The adviser recognized as the Pennsylvania FBLA Outstanding Adviser is all recognized at the National Leadership Conference.

Outstanding Chapter Criteria

Want a guide to help plan your chapter's activities? Want your chapter to be recognized for its many accomplishments? Chapters are highly encouraged to use the PA FBLA Outstanding Chapter Criteria. Submissions are due February 21, 2018. Ten PA FBLA chapters are recognized at the PA FBLA State Leadership Conference, and 15% of all active PA FBLA chapters are nominated to receive the Hollis and Kitty Guy Gold Seal Chapter Award of Merit certificate from the national office.

The link to the Outstanding Chapter Criteria is <http://www.pafbla.org/recawd/Outstandingchapter/main.php>.

Myths about the Outstanding Chapter Criteria:

1. The chapter must complete all items. FALSE
 - a. Chapters pick and choose what they want to complete.
2. All of items are difficult to complete. FALSE
 - a. There are some very easy items to complete; some are more challenging. Chapters pick and choose what they want to complete.
3. The chapter has to earn thousands of points to be recognized. FALSE
 - a. It should be members (or a committee of members) responsible for completing and submitting the criteria.
4. Only chapter advisers are permitted to complete the items. FALSE
 - a. To be in the top 10, chapters earned from a high of 900 points to a low of 400 points.
 - b. To be nominated for a Gold Seal chapter, the low number of points was approximately 125.

National Business Honor Society

The 2017-18 NBHS application criteria is published at <http://www.pafbla.org/Honor%20Society/main.php>. The deadline for submission is March 2, 2018.

The National Business Honor Society--Pennsylvania FBLA Chapter is designed to recognize those members of FBLA who truly excel in academic preparation and an eventual career in the business world. Pennsylvania FBLA recognizes that in order to succeed as a true business leader, our members need to be well prepared in terms of their academics, career skills, and leadership development.

FBLA chapters in Pennsylvania are encouraged to nominate members to be recognized in the National Business Honor Society who meet the following criteria:

- ▶ High School: Overall cumulative GPA of at least 3.5 on a 4.0 scale.
- ▶ Overall cumulative GPA of at least 3.5 of a 4.0 scale in business, computer, and information technology courses with a minimum of two completed courses.
- ▶ Demonstrated leadership potential through service as a chapter officer, committee leader, or other participation in chapter activities.
- ▶ Clearly defined career objectives.

Applications may be submitted at any time during the year; however, the final deadline for applications will be March 2, 2018.

New for 2017-18 -- Chapter advisers (not students) may request graduation honor cords from the PA FBLA Executive Director for those schools which will permit honor society recipients to wear them at graduation ceremonies. More information will become available regarding ordering the honor cords in the spring.

Honor Society inductees will be announced at the Pennsylvania FBLA State Leadership Conference on April 9-11, 2018.

State Officers Plans of Work/Recognition Programs

The state officer team annually develops a plan of work (POW). Below are the links to the published plans so far:

01. [Keystone Leadership Award -- Plan of Work](#)
02. [BAA Awards -- Plan of Work](#)
03. [Member and Chapter Spotlight -- Plan of Work](#)
04. [Monthly Webinars -- Plan of Work](#)
05. [Penn Pal Newsletter Participation -- Plan of Work](#)
- State Leadership Workshop-related Plans of Work**
06. [Dodgeball Tournament](#)
07. [Basket Auction](#)
08. [T-shirt Sales to Benefit The Alzheimer's Association](#)

Virtual Business Finance Challenge Virtual Business Management Challenge

Some PA FBLA chapters have participated in the no-cost Virtual Business Management Challenge for multiple years and have had their students earn the right to attend, compete, and be a national award winner. This year, there is a new event that automatically qualifies students for the National Leadership Conference in June. The [Virtual Business Finance Challenge](#) is now an official FBLA competitive event open to all chapters.

Facts About the Challenges:

1. There is no cost to participate.
2. Chapters may enter as many teams (2-3 members) or individuals as they choose.
3. If one of Pennsylvania's teams finishes in the top 8 in the national rankings at the close of the challenge, that team of students automatically qualifies to attend and compete at the NLC.
4. The Fall Challenges are scheduled: October 24 – November 17, 2017.
5. The Spring Challenges are scheduled: February 5 – March 2, 2018.

Additional information can be found at <https://knowledgematters.com/highschool/competitions/fbla/>

LifeSmarts

Some PA FBLA chapters have participated in the no-cost LifeSmarts program during the last years and have had their students earn the right to attend, compete, and be a national award winner.

Facts About LifeSmarts

1. It is a team event. The team must be two members.
2. The Fall Challenge is October 16 – November 10, 2017.
3. The Spring Challenge is January 29 – February 23, 2018.

Additional information can be found at <http://lifesmarts.org/fbla/fbla-lifesmarts-competitive-event/>.

Keystone Leadership Award

[Click here for the PA FBLA Keystone Leadership Award flyer.](#) You are encouraged to have your members complete the criteria for the recognition.

Members must complete 12 items, including the required items.

Required Items:

1. Complete 3 months' requirements for the Big 33 Community Service Project.
2. Fulfill the requirements for either the national Membership Madness or Membership Mania promotion.
3. Participate in an activity to promote FBLA-PBL Week in February. This can be done by direct member to student promotion of FBLA or even a large-scale promotion with community involvement.

Optional Items from Which to Choose:

4. Participate in an activity to benefit the 2017-18 State Project, The Alzheimer's Association.
5. Participate in a national or PA FBLA program such as American Enterprise Day, Job Shadow Day, Community Service Day, etc.
6. Obtain at least two \$50 sponsors for the State Leadership Conference Awards Program.
7. Prepare a report on an activity completed by your chapter for community service. The report should contain: Mission Statement and services provided.
8. Attend your 2017-18 Regional Leadership Workshop or Conference.
9. Arrange for a business person to speak at a local chapter meeting.
10. Participate in a competitive event at the regional, state, or national level.
11. Read and summarize an article from a business magazine such as, Business Weekly, Forbes, etc.
12. Participate in a job shadow to learn about a career you may be interested in.
13. Apply for one of the FBLA scholarships offered to members.
14. Become a member of the National Business Honor Society-Pennsylvania FBLA Division.
15. Currently serve as an officer at the local, region, state, and/or national level.
16. Submit an article to Meghana Chigurupati, PA FBLA State Reporter, for the Penn Pal.
17. Make a presentation about FBLA in one of your classes.
18. Create a slide show, minimum of 10 slides, to recruit FBLA members.
19. Visit a school that does not have an FBLA chapter and encourage the establishment of one.
20. Sign your chapter up to participate in the Adopt a Chapter Mentorship Program and submit a summary of what your chapter has done to assist the LITTLE chapter you have been paired up with.
21. Design a flyer or a poster to market FBLA within your school or community.
22. Create a local chapter newsletter describing past or upcoming events.
23. Obtain a corporate sponsor for PA FBLA.
24. Recruit at least two Professional Division Members.

For questions, contact Shane Fagan, PA FBLA President, president@pafbla.us

Region Adviser Directory

Region	Adviser
1	Mr. Jeff Weiss Northwest Collegiate Academy jweiss@eriesd.org
2	Ms. Jeanne Pursel Neshannock HS jpursel@ntsd.org Ms. Leann Petro Wilmington Area HS petro@wilmington.k12.pa.us
3	Vacant
4	Mrs. Janet Skiles Retired jskiles@pafbla.us
5	Mrs. Bonnie Makin Forest Hills HS bmakin@thrangers.org Mr. Steve Walter Claysburg-Kimmel HS swalter@cksd.k12.pa.us
6	Mr. Robert Donatelli Dallastown Area HS robert.donatelli@dallastown.net Mrs. Trish Klinger Red Land HS tklinger@wssd.k12.pa.us

- 7 Ms. Lori Shively
Southern Columbia HS
lshively@scasd.us
- 8 Mrs. Kelly Ackerman
Fleetwood HS
kackerman@fleetwoodasd.k12.pa.us

Region	Adviser
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- | | |
|----|---|
| 9 | Mrs. Mary Beth Tomlinson
Downingtown STEM Academy
mtomlinson@dasd.org
Mrs. Kim Webber
Oxford HS
kwebber@oxford.k12.pa.us |
| 10 | Mrs. Beth Smith
Keystone Oaks HS
bsmith@kosd.org |
| 11 | Mr. Anthony Kobus
Penn Hills HS
akobus@phsd.k12.pa.us |
| 12 | Mrs. Virginia Kownurko
Central Bucks East HS
vkownurko@cbsd.org
Mrs. Janice Farley
Log College MS
farlja@centennialasd.org |
| 13 | Mrs. Renee DiGiacomo
Beaver County CTC
rdigiacomo@bcctc.org |
| 14 | Mrs. Carrie Donmoyer
Bald Eagle Area HS
carri.donmoyer@beasd.net |
| 15 | Mrs. Michele Myers
Middletown Area HS
mmyers@raiderweb.org |
| 16 | Mr. David Joyce
Wilkes-Barre Area CTC
djoyce@wbactc.org

Mrs. Lisa Joyce
Pittston Area HS
lisa.joyce@pittstonarea.com |
| 17 | Mrs. Nancy Clark
Everett Area HS
nclark@everett.k12.pa.us |

Region	Adviser
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- | | |
|----|---|
| 18 | Mrs. Joan Gorklaski
Donegal HS
joan.gorklaski@donegalasd.org
Ms. Kristi Ryland
Cocalico HS
kryland@cocalico.org |
| 19 | Mrs. Cynthia Gill
Springfield HS
cynthia.gill@ssdcougars.org
Mr. Eric Massimi
Springfield HS
eric.massimi@ssdcougars.org |
| 20 | Mrs. Linda Westerlund
North Penn HS
westerle@npenn.org |
| 21 | Mrs. Kerry Palumbo
Palmerton Area HS |

- kpalumbo@palmerton.org
Mrs. Jennifer Danzeisen
Palmerton Area HS
jdanzeisen@palmerton.org
- 22 Mrs. Maura Angle
Delaware Valley HS
anglem@dvsd.org
Ms. Theresa Lubash
Western Wayne HS
tlubash@westernwayne.org
- 23 Mr. Daniel Frake
Selinsgrove Area HS
dfrake@seal-pa.org
- 24 Mrs. Maureen Bittner
mcbittner33@gmail.com
- 25 Vacant

Region	Adviser
26	Mrs. Caroline Tassone Waynesboro Area HS caroline_tassone@wasdpa.org Ms. Stephanie Barnhart Chambersburg HS stephanie.barnhart@casdonline.org
27	Mr. Jason Keown Tunkhannock Area HS jason.keown@tasd.net
28	Mrs. Bonnie Organski Southern Lehigh HS organskib@sbsd.org Mrs. Anita Mateyak Northampton HS mateyaka@nadschools.org

Bruce

Bruce E. Boncal
Executive Director/State Chairman
Pennsylvania FBLA
PO Box 5085
Jersey Shore, PA 17740
570.398.4652 -- phone/fax | 570.279.6998 -- cell phone/texts
bboncal@pafbla.us -- e-mail | www.pafbla.org -- website
bboncal318 -- Skype | www.twitter.com/pafbla -- Twitter
Look for Pennsylvania FBLA on Facebook

