

Pennsylvania Future Business Leaders of America's Newsletter April 2002

Volume XVII Issue II

STATE OFFICER TEAM

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From the President:

You are a wonderful organization! Everyday of my life has been enriched because of the dedicated members of the Pennsylvania FBLA. Your striving for excellence has made this past year outstanding. You should be proud of the accomplishments you have made!

We started this year by establishing our state goals. Through working on these goals we are able to make a significant contribution to our state project, The Juvenile Diabetes Research Foundation. This contribution will touch lives not only in Pennsylvania but also around the world. The state of Pennsylvania can also feel our presence through the countless hours of community service we have given. By participating in community service and civic projects you were promoting the quality of FBLA members. You were also exposing our organization to other students.

This organization produces leaders. You have been committed to every task that has been set before you. On behalf of your state officer family, I say "thank you" for continually reaching for excellence!

Sincerely,

James C. Simmons

James C. Simmons PA FBLA State President



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South Side's Future Business Leaders of America Chapter joined together with the National Honor Society and the Teen Leadership Corps to bring a happier holiday season to many

foster children and elderly people. The three organizations worked together as sponsors of the Beaver County Children and Youth Services Festival of Trees.

Between November 1 and December 21 students sold paper trees for \$1 each. The paper trees were then arranged on the bulletin board in the main lobby of the school. Together \$400 was raised and the money was donated to provide winter coats, shoes, eyeglasses, summer camp, and other things deemed necessary for the foster children.

On November 29 students went to Brady's Run Park to assist Youth Services personnel. While there, the students were paired with the foster children and the elderly to see all of the beautifully decorated trees. The trees of all different themes were donated by local businesses.

The grand finale was an auction held where individuals could bid either on-line or in person for the various trees. This auction plus the sales from hundreds of paper trees brought in thousands of dollars to add to the holiday sparkle.

South Side FBLA Members purchased a Pittsburgh Theme Basket to help raise money for "Kick In For The Cure"—Juvenile Diabetes, our state FBLA project. The basket included items such as a terrible towel, a Steelers hat, a Penguin's shirt, and many other Pittsburgh related items.

Tickets were sold for \$1 at a home football game and also within the community. The \$300 received from this fundraiser was donated at the annual Regional Leadership Workshop held in Butler in October. Norwin FBLA has participated in quite a few activities so far this winter. In December we held our Angel Tree Project. From the 10th through the 21st we sold angels, which the students could buy during lunch and decorate with glitter and colors. We placed the angels on a Christmas tree for display. We collected \$116 from this project to benefit Juvenile Diabetes.

Also, we held Casual for a Cause (Dress Down Day for teachers). All Norwin schoolteachers and staff were able to participate in this day. This was held December 31, 2001. We raised \$282 for Juvenile Diabetes.

BOYERTOWN BOOSTING

The Boyertown FBLA Chapter organized a Jeans Day for the faculty members asking them to pay \$1 to wear jeans on the last Friday in September. FBLA members went to each teacher on a Wednesday to sell "dots" as proof that the faculty member participated in the activity.

Proceeds from this activity were donated to the Relief Fund as a result of September 11. We were pleased to help in this worthwhile endeavor.

We also volunteered our time to help with the United Way Telethon to solicit donations from local families. Members were given a script to use when making the phone calls to ask for pledges or actual cash donations.



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To celebrate American Education Week at Western Wayne High School, each teacher received a "teacher survival kit" prepared by the members of the FBLA Chapter. Freshman members Katie McConville, Kim Butler, and Amanda Vonderhey assembled the kits. Each kit was filled with items necessary for teachers to survive in education today: A penny so that the recipient would never be broke; a paper clip to help "hold it" all together; a crayon to help color the day cheerful and bright; as well as a rubber band to remind each teacher to remain flexible and work toward "win-win" situations.

In addition, the kits included a life saver for always being there when the students need him/her, a Band-Aid for healing hurt feelings-theirs or someone else's, a few marbles to replace those they may lose from time to time, and finally, a piece of chocolate candy-just because!

Recently, 20 business students and/or members of the Future Business Leaders of America Chapter from Western Wayne High School participated in a "Day of Technology" at Keystone College.

Upon their arrival at Keystone's campus in LaPlume, the students viewed a computer presentation detailing the college's history and focusing upon its newly implemented four-year programs in business and information systems. Then the students separated into groups of four and played several educational "games" with the winners receiving Keystone College t-shirts. These games were not only quite informative but they turned out to be very competitive as well. Following a tour of the campus, the students were guests of the college for a luncheon buffet in the school's dining room. The afternoon session consisted of several presentations and a few more games.

Mrs. Patricia Davis, Keystone College accounting professor, coordinated this activity. Thanks to a link-to-learn grant that Keystone received, students from eight area schools have been invited to participate in these days of technology. Western Wayne is the second school this year to participate.

Those students who attended included Rachel Ackley, Matthew Beck, Grace Clauss, Kelli Colvin, Colleen Fitzgerald, Sean Fullwood, Richard Loser, Stefen Lovelace, Desire Masker, Don McDonough, Shannon McGowan, Scott Piotrowski, Justin Pontosky, Rhonda Poska, Matt Potter, Rachel Sledzinski, and Liz Yackobovicz. FBLA adviser and business teacher, Ms. Fran Vitosky, accompanied the students.

SOLANCO SHOOTING HOOPS

On November 7, 2001, the Solanco High School Future Business Leaders of America held its annual Shoot-Out for the United Disabilities Services, an organization that helps the disabled to be more independent in their way of life. As of today, the Solanco FBLA helped to raise \$194.09 for the United Disabilities Services.

Students from the high school picked-up pledge forms from the school office and asked family and friends for either a per-shot or a flat donation. Students then stayed after school and shot 25 free throws in the gymnasium. Out of the shots made, they collected the donations from their sponsors.



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CHAPTER NEWS

2002



NEW OXFORD

The members of the FBLA chapter of New Oxford are known to do well and have fun at the events they attend, and they have not failed yet. The 18 members went to Central Penn College for Leadership the Region 6 Conference on Monday, February 4; they experienced a full day of work and play. The work came first with competitive events in different areas of business skills. education and After finishing, the members went back to the assembly hall for lunch, accompanied by music and a DJ. Following lunch was the Awards Ceremony, where members that showed competency in their event were rewarded.

Of the 18 members from New Oxford, 15 received certificates for their work. Five of the 15 were given trophies for exceptional The members receiving work. trophies were: Nick Truesdale, 1st place in Accounting I; Heather Bonebrake, 1st place in Business Calculations; Angie Krebs, 1st place in Business Procedures; Grothe, 3rd place in Jason Economics; Justin Dehoff, 3rd place in Networking Concepts. Also, the New Oxford Chapter received the Outstanding Chapter Award for the 21st consecutive time.

Once again, the New Oxford Chapter of FBLA enjoyed itself while doing its best.

DUBOIS CENTRAL CATHOLIC

DuBois Central Catholic FBLA has been busy in the last few months. As well as running the student bookstore, the CCHS Chapter has been involved in several service projects to benefit the community. Members helped buy Christmas presents for underprivileged kids and sold candy bars to raise money for Juvenile Diabetes. FBLA members also designed, advertised, and sold sportswear to promote school spirit.

A record 23 members competed at the Region 14 Leadership Conference on February 8th. Sixteen of these members placed in the top 5 in their competitive event, with 8 participants qualifying to attend State Conference in April. Central Catholic also placed 2nd in the Outstanding Chapter category. Special congratulations to CCHS FBLA member Jim Null who was elected as our new regional secretary.



RLC

The Crestwood Chapter hosted the 2002 PA Region 16 Leadership Conference on February 6. It was the largest conference in attendance that our region and state have ever seen. It was an enjoyable, memorable, and successful conference full of excitement and competition. Some of the highlights of the day were the campaigns for regional office, a slide show presentation showing pictures of the region's accomplishments and outstanding members and chapters from this past year, and of course the competitive events and award's program. Crestwood FBLA members were recognized with 25 awards and 21 will advance to compete at this year's state conference. The Crestwood Chapter also received the honor of being named PA Region 16's 1st Place Most Outstanding Chapter. Once again two members were elected by our region and will represent Crestwood FBLA on the regional officer team for 2002-03. They are: Olga Karanikos- Region 16 Vice President and Josh Wood- Region 16 Treasurer. All members

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are proud to have hosted this important conference and they look forward to the SLC.

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WILMINGTON WORKING HARD

The FBLA of Wilmington Area High School has always been known for its activity in not only the academic lives of their members, but also for the activities held that are dedicated to making the community a better place. So far this year the Wilmington Area Chapter has raised over \$350 for various charitable organizations. From the beginning of the year to the end, FBLA is dedicated to standing by the promise they made to these organizations. "Casual For a Cause" always occurs on the Tuesday before Thanksgiving. The faculty members were asked to donate \$5 to the cause and were then able to dress down. Casual For a Cause, sponsored by FBLA raised \$245 for Juvenile Diabetes.

"Dress down days are something new this year..." as stated by Vice President of Community Service, Jamie Steingrabe. This year's idea included having the clubs sponsor a "pay day". The first payday of the year was on October 26, 2001, which FBLA grabbed. The Club sponsored the day and the \$50 was contributed to Juvenile Diabetes. Additional contributions include: Key Club for the March of Dimes, \$56; FBLA for Juvenile Diabetes, \$45; HOWLS for Charge, \$50; Spanish Class for "Mercia y Hondsres", \$75; The Guidance office for Cerebral Palsy, \$68; Generation Jesus for the "International" Heifer Project; Latin Club; American Cancer Society. There are two open payday slots that I am sure will be filled within the near future.



BENTWORTH WALKING FOR A DIFFERENCE

On a warm December 4, 2001, the members of Bentworth FBLA held a Charity Walk to raise money for the Juvenile Diabetes Research Foundation. The students collected pledges in advance from family and friends and then walked 1.75 miles from the high school to Jet's Food Center in downtown Bentleyville. The members raised \$532.50 for JDRF, which is the 2002 Pennsylvania FBLA State Project.

At the end of the walk, the members were greeted with refreshments and a bonfire where hotdogs were cooked over an open fire. Congratulations to Bentworth FBLA for a job well done and for helping to make a difference in the life of many individuals.

CD EAST REACHING THEIR GOALS

East High FBLA has completed numerous fundraisers to raise money for Juvenile Diabetes Research. Our goal of \$6,000 was exceeded.

The Region 15 Spring Leadership Conference was held at HACC on February 6. Thirty-six East High FBLA members competed, and nineteen students qualified for State Competition.

April will bring the 9th annual Secretaries Day Breakfast. FBLA members will arrive at school by 6:20 a.m. to cook the Cinnamon Puffy French Toast, cut the fresh fruit salad, and warm the fresh croissants.

In April we will be volunteering our time at the WITF Gallery Auction and at the JDRF Gala. Our last spring community service activity will

be the 3rd clean up of our stretch of highway through the Adopt-a-Highway program.

"Best wishes to everyone at Seven Springs!"



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BERMUDIAN SPRINGS

The Bermudian Springs FBLA answered 180 "Letters to Santa" from the kindergarten students in its district. The letters were individually answered using word processing software and printed on stationery with various Christmas themes. To each letter, a candy cane was attached.

In addition, approximately 24 members wrapped Christmas presents at the North Hanover Mall on December 18 and 19, 2001, from 5-9:30 p.m. at the Cerebral Palsy's giftwrapping booth.

In November, the Bermudian Springs Chapter held a Zap-a-Snack fund-raiser to benefit the State Project, Juvenile Diabetes Foundation; in February, a King of Prussia bus trip was held as a fund-raiser, too.

WAYNESBORO ON ITS WAY

As the Waynesboro FBLA is well on its way through the 2001-2002, Waynesboro students are truly excited and many are looking forward to the upcoming events. Just coming back from the Region 26 competition at Central Penn College, Waynesboro took pride in having 32 out of 38 members place in the top 5 in their respective competition.

The Waynesboro Chapter of FBLA is also taking part in a business expo held at our high school and sponsored by our local Chamber of Commerce. A large number of local businesses will be attending the expo, and we hope to get our name known in the business community. We are also hoping to organize a banquet where each member can be recognized for his or her contribution to the chapter.

PLEASANT VALLEY RISING UP

Pleasant Valley High School FBLA has been focusing on raising money for the Juvenile Diabetes Research Foundation, Pennsylvania FBLA's State Project. The theme, "Stomp Out Juvenile Diabetes", was continued through the various fundraisers that have been conducted in the past few months.

A fundraiser first initiated last year, Data Match, has proven to be a success. Every student in the school is given an interest survey to fill out. These are collected and sent to the company, who ships back a compatibility match for each individual student in the school. Students then have the option of buying their forms for \$1 a piece. At the end of this fundraiser, Pleasant Valley FBLA raised over \$400 for JDRF.

The Annual Penny War was also a hit. Classrooms competed against each other to collect the most pennies among the homerooms in their hallway. At the end of the war, FBLA members counted the pennies, the winning classes were given bagel breakfasts, and a check for \$650 was made out to the Pennsylvania State Project.

In an effort to get the community more involved in Pleasant Valley FBLA's activities, a Community Coin Drop was held to raise money for the Juvenile Diabetes Research Foundation. FBLA members braved the cold to encourage their neighbors and friends to donate some of their change and raised even more money for this foundation, making a total to date over \$2,000.



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VALLEY VIEW VOLUNTEERS

This past year, the Valley View High School FBLA participated in the Chapter Daffodil Days program, sponsored by the American Cancer Society. The flowers were then transported to local businesses and stores, where were either sold they to customers or bought by generous employees. Valley **FBLA** View members volunteered to greet customers and sell daffodils at these stands at area businesses.

Valley View High School FBLA members participated in the Adopt-A-Family program this past year. The program is run by the Catherine McCauley Center, а local crisis organization for families. In Adopt-A-Family, individuals make a donation to a family in need for the holiday season. Through various fundraisers conducted throughout the year, Valley View FBLA raised over \$ 500. Using this money, the Valley View Chapter was able to provide a complete array of Christmas presents for one selected family in the area. Items included in the donation ranged from winter clothes for the oldest in the family to toys for the newborn baby.







On October 20, 2001, twenty-two FBLA members and twelve adults met at 8 a.m. in front of the Chestnut Ridge Senior High School to implement an extensive community service project. This project, called Planting Community Pride, involved landscaping the lawn in front of the building by creating four separate flowerbeds. The project was intended to brighten the outside of the school, which many hoped would increase students' school pride. Retired professional landscaper, Terry Harclerode, and school board members, Dale Welsh, owner of Dunning Creek Landscaping, aided the chairpersons, Megan Miller and Brent Noel. The Chestnut Ridge Vo-Ag Department also helped by trimming existing trees prior to beginning the project. With the help of all of these people, the project was a complete success.

Chesnut Ridge High School's FBLA Chapter chose to create a partnership with an area business for our inaugural attempt at the Partnership with Business Project. The business we chose is Creative Pultrusions, Inc., a company that manufactures a wide variety of building materials from fiberglass. Kelly Lindner and Megan Keller were chosen as co-chairpersons for this project. The title for our project is entitled "Get Connected." Participating FBLA members were divided into two groups of sixteen students-each of which spent one day at Creative Pultrusions. While there, the students broke into groups of two or three. They then spent the day touring the business and meeting with different department heads. Each group was required to complete questionnaires about each aspect of the business. The questionnaires were collated and used in the report. As a follow-up, a quest speaker will be visiting our chapter.

Fifteen FBLA members, along with parents and advisors, took up their songbooks and sang the sounds of the Christmas season to the residents of Pennknoll Nursing Home and the Bedford Springs Estates. In mid-December, dedicated FBLAer's from Chestnut Ridge High School went caroling door to door in the nursing home and the residential development. This FBLA activity played a large part in making the Christmas season a merry one for the elders of Bedford County. The Pennknoll residents love to see activities by youth and the bright smiles on their faces showed their enjoyment. The families of Springs Estates also enjoyed sharing in the caroling with the chapter members. This small act of kindness performed by the Chestnut Ridge FBLA touched the hearts of at least a few members of the county and it gave them all a touch of "Christmas spirit."

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SOUTH WESTERN STILL GOING STRONG

Well, it is half way through the 2001-2002 school year and the South Western High School FBLA's in high gear. Members have been very busy in preparation for the Regional Leadership Conference where over 60 members are competing to get the chance to move on to the State Leadership Conference. Our chapter continues to work in the community and collect community service hours in hopes that South Western High School will be one of the most outstanding chapters in Pennsylvania.

The Awake-a-thon went off without a hitch and raised a large amount of money for our statewide charity. The November 2nd NFLC in Rochester, NY was a fun time to be had by all members. The NFLC allowed our chapter to come in contact and speak with other chapters from other states and compare ideas and thoughts on FBLA.

The most exciting event that is quickly approaching is the SLC held in Seven Springs. This year, South Western High School turned in an excellent showing at the RLC. Our chapter is going to be proudly represented by over 40 members at the SLC. We are proud to be so well represented and are confident in our chances to place well at the SLC once again.

Also at the RLC, several of our younger members were elected to regional office. South Western had two freshmen candidates who were both elected to the president and secretary regional offices. Our chapter is confident that these individuals will not only be great leaders for our chapter but will now be great leaders of the region. The torch has been passed on at the president position as our chapter and regional president hands off his regional president duties to the newly elected member of our chapter. South Western is honored to have had and to continue to have wonderful representation at the regional level.

The 2001-2002 school year has been one that will be remembered as a time in which the South Western High School FBLA turned into a major contributor and organization in our high school. The officers for this year have made a conscious effort to make this organization the way it is today. With new policies and increased involvement and activities the South Western High School Chapter of FBLA is poised to enter into a bright future for years to come.

STROUDSBURG WRAPS IT UP

The weekend before Christmas, 2001, many of the Stroudsburg FBLA members were giving up their valuable time to wrap gifts at the Stroud Mall. All the proceeds were earmarked for the Juvenile Diabetes Research Foundation. We succeeded in raising over \$900 in the two-day event.

Two weeks prior to that, a Breakfast with Santa was held in the H.S. Cafeteria. All had a great time. Over \$1000 was raised for Juvenile Diabetes. We have had a very successful year.



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CHAPTER NEWS

PINE GROVE SHAPING UP

In Pine Grove FBLA is a very busy organization. This winter our chapter has been working hard to reopen our school store. We are trying to sell the basic supplies: shirts, pens, pencils, paper, and now we can sell candy. Any ideas would be greatly appreciated!

Just before Christmas break, our chapter had a great Christmas party to just have fun and start preparing for competition. We worked hard, studied, and took our tests at Regional Competition. This year was our best year yet. We will be taking 30 students to the SLC. Of course, now we are starting our fundraising efforts to raise funds to attend the SLC.

Our chapter is now working on a display for the main entrance of our auditorium. Here we will be able to show off our trophies, ribbons, and certificates, as well as inform the public about FBLA and some of the activities that we do.

Again this year, many of our faculty and staff throughout our entire school district participated in the "Casual For A Cause" project for juvenile diabetes.

It seems that 2002 is shaping up to be another great year for Pine Grove.

SOUTH VO-TECH SERVICES

To welcome new FBLA members, our advisers, Mrs. Breen and Mrs. Kirk, had a business meeting with lunch and prizes for all to get acquainted.

We collected 50 pounds of pop tabs for the children and their families who are staying at the Ronald McDonald house; we will continue to collect tabs throughout the year.

To raise the \$10membership fee, some students sold raffle tickets and made \$1 profit from each ticket. The members raised \$100 for Juvenile Diabetes by selling paper sneakers for \$.50 and candy cane messages for \$1. Our next service project will be to plan a Valentines' Day message book that will be sold for \$.50.

Congratulations to all FBLA members who attended the FBLA regional competition at Canevin Catholic High School on January 22nd: Heather Bailey, Amanda Callender, Noelle Czopek, Brittani Jones, Regis Knorr, Katherine Minor, Charles Polky, William Reed, Tammie Vilsack, Jackie Weiblinger, and Jamisha Williams. Members who were not able to attend were: Bobbiejean Girson, Deana Grimm, and Felicia Irwin. The winners were:

Computer Concepts:

Intro to Business Communications Public Speaking 1 Public Speaking 2 Impromptu Speaking Word Processing 1

South Vo-Tech FBLA Chapter.

4th place 5th place 5th place 4th place 2nd place 3rd place

Who's Who Award was presented to Noelle Czopek, President, for initiating service projects to raise money for Juvenile Diabetes in our

Jackie Weiblinger Jamisha Williams Noelle Czopek Katherine Minor Regis Knorr Brittani Jones Amanda Callender



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THE SHIPPENSBURG BASKET BONANZA

During the week of February 4-8, 2002, the Shippensburg High School Future Business Leaders of America Chapter held a "Theme Basket Charity Raffle."

Prior to the raffle, chapter members were asked to get donations (either monetary or a basket) from local businesses. Thirty local businesses made contributions. The Chapter members assembled 26 baskets and placed them in the lobby showcase on the day before the raffle began.

During the lunch periods, February 4-8, students, faculty, administrators, and additional staff were able to purchase a ticket for \$.50 or three tickets for \$1. The people placed the tickets in bags representing the baskets. On Friday, February 8, the winning tickets were drawn from the individual bags. The winners were announced on Monday, February 11. Some of the themes included the following:

"Junk food" Basket "Date" Basket "Guys" Basket "Valentine's Day" Basket "Tanning" Basket "\$35-Mallwide Gift Certificate



"Hair care" Basket "Care care" Basket "Gals" Basket "Easter" Basket "Coffee essentials" Basket "Music accessories" Basket

The total amount raised from the fundraiser was \$318.16, all of which was contributed to the state project, Juvenile Diabetes Research Foundation.



CENTRAL COLUMBIA KEEPING BUSY



The members and officers at Central Columbia have been quite busy the past couple months thinking of new and exciting activities which many of our members can attend. At the same time, we have brought our membership list to a new height of 84 members.

New officers are Jennie Snavely, President; Amanda Wingate, First Vice President; Stefanie Frace, Second Vice President; Katie Walters, Co-secretary; Sarah Dohmlo, Co-secretary; Brooke Johnson Co-treasurer; Brett Long Co-treasurer; and Brandon Long, Region 7 Vice President/Reporter/Historian.

This past October our chapter participated in Make-a-Difference Day where people in the community help others by making a difference. We traveled to Danville and made lunch for the families at the Ronald McDonald House and also did some fall cleaning. This is a house where the families of sick children stay while their child is in the hospital.

Our chapter has also helped the American Cancer Society by answering telephones and doing odd jobs at the annual Jail-a-Thon. The Jail-a-Thon is where the area schools lock one of their football players in "jail" and get them out by raising money. This year alone, Central helped raise over \$1,500 by selling spirit candles for the American Cancer Society.

Our chapter officers presented a workshop at our Regional Leadership Workshop, held on November 8, entitled "How to Make Your Chapter Number One." In the spring, our chapter plans to participate in the Renaissance Jamboree in Bloomsburg. Our members get to show of their artistic talents by painting faces on children attending the Jamboree. While the children get their faces painted we also sell a variety of baked goods.

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MEMBERSHIP MADNESS

Honor Roll 2001-2002

Member's Name	School	# of Members Recruited
Brent Noel	Chestnut Ridge	35
Joe Oppold	Pleasant Valley	27
Erin Solt	Lehighton	26
Blake Kleintop	Pleasant Valley	21
Cody Barry	Pine Grove	20
Kristen Carmean	Pleasant Valley	13
Rebecca Riovo	Pleasant Valley	13
Brook Dobson	Line Mountain	7
Hillary Troutman	Line Mountain	7
Randy Flynn	Line Mountain	7
Kendra Boyer	Lind Mountain	7
Shannon Erdman	Line Mountain	7
Allison Boyer	Line Mountain	7
Mike Spotts	Line Mountain	7
Jennie Snavely	Central Columbia	7
Lisa Telesz	Wilmington Area	7
Steve Ahn	Haverford	7
Sean Redline	Berwick Area Senior	7

Region Award 2001-2002

Chapter Name	2000-2001	2001-2002
Berwick	61	68
Canevin Catholic	118	148
Carl Sandburg	7	15
Carl Sandburg Middle	5	19
Central Columbia	67	83
Chestnut Ridge	177	203
Dallas	33	51
East Stroudsburg	12	17
Hampton	39	113
Haverford	11	36
Lehighton	39	56
Line Mountain	139	150
Pine Grove	70	75
Sayre	44	57
Scotland School for Veteran's Children	6	9
Springdale	8	18
Springfield	35	49
Towanda	15	21
Waynesboro	24	47

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PARLI PRO

I am Brent Noel, your Pennsylvania State Parliamentarian. To be appointed parliamentarian, I had to apply to be a state officer candidate and have the highest score of those applying on the parliamentary procedure test at the SLC. As your state parliamentarian, my duties include:

- 1. See that meetings of the Executive Committee and all business meetings at the SLC are conducted according to <u>Robert's Rules of Order, Newly Revised.</u>
- 2. See that the Pennsylvania Caucus of the NLC is conducted according to <u>Robert's Rules of</u> <u>Order, Newly Revised.</u>
- 3. Bring to all meetings <u>Robert's Rules of Order, Newly Revised</u>, and the National and State Constitution and By-Laws.
- 4. Be certain that only the proper members of the executive committee vote and make motions. These include the nine officers.
- 5. Submit a monthly report with a copy of all correspondence and/or speeches to the Sate Advisor, State Chairman/Executive Director, and Conference Coordinator.
- 6. Present a workshop on Parliamentary Procedure at the SLW along with my adviser.

The chief purpose of parliamentary procedure is to protect the rights of the minority. Parliamentary procedure is used in large and small meetings throughout the country and in legislative bodies such as Congress. For a meeting to be effective it must have competent leadership and members with knowledge of parliamentary procedure. Members should participate in making motions, debating and voting. If used correctly, parliamentary procedure will allow a meeting to run smoothly and effectively.

The first step in using parliamentary procedure is to stand, address the chair, and put a motion for the discussion. The procedure to do this is the following:

- 1. Rise and address the chair by saying, "Mr. President, (give your name)."
- 2. The chair will recognize you by saying, "(your name)."
- 3. You will state your motion by beginning with "I move..."
- 4. Someone must then second the motion.
- 5. The chair will respond by saying, "It has been properly moved and seconded that (restate the motion)."
- 6. The chair will ask then "Are you ready for the question?" Members are permitted to debate at this time. The following are the basic rules for debate:
 - A. The marker of the motion has the right to debate it first.
 - B. Each member is limited to two speeches per motion.
 - C. A member may not debate a second time until all that desire to debate the motion for the first time have done so.
 - D. Debate is directed to the chair and not to other members.
- 7. When debate seems to be finished, the chair will again ask "Are you ready for the question?" to be certain there is no one else who wishes to speak to the motion.
- 8. The chair will then put the motion to a vote by saying "The question is on the motion that.... As many as are in favor of the motion, say aye. (Pause for response. As many as are opposed, say no."
- 9. The chair will then announce the result of the vote. "The ayes (or the noes) have it and the motion is adopted (or lost).

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SCHOLARSHIPS

Attention all juniors! The school year is rapidly coming to an end. It's not too early for you to start thinking about college. Since college costs a great deal of money, it's also not too early to start thinking about financing that education!

Have you given any thought to a Pennsylvania FBLA scholarship? Currently, there are 26 schools offering scholarships to PA FBLA members. Most of these schools are located in the state; however, there are a few located elsewhere. A complete list of these schools can be found in the last issue of *The Penn Pal*.

In order to be seriously considered for one of these scholarships, an application form must be completed. The following are some helpful hints for completing this application form:

- 1. **Organize your thoughts and materials before starting**. Each chapter receives a packet of important scholarship information early in the school year. Review it carefully. Prepare rough drafts of any letters and/or essay questions that must be completed. Continue to edit those drafts until you are satisfied with your efforts.
- 2. **Follow the directions exactly**. Each participating college/university has its own requirements. For example, if a school requires that you obtain several signatures, make sure you obtain **all** the necessary signatures. If you are asked to list your parents' address, do not fill in "same as applicant."
- 3. Read each question carefully before answering it.
- 4. **Answer all questions on the application**. Do not leave any blanks. If a question doesn't apply to you, write "N/A."
- 5. **Type your responses**. If a typewriter is unavailable, use a black ink pen and print legibly. Your letters and essay questions, however, must be typewritten.
- 6. Write an effective letter applying for the scholarship. Use an acceptable business letter format. (If you are unsure as to which style to use, check a keyboarding textbook). Proofread all documents carefully. Make sure your documents are free of spelling, punctuation, capitalization and grammatical errors. When you are finished proofreading, proofread again! An uncorrected or undetected error can say a great deal about you. Address the letter to a specific person, i.e., the contact person identified in the scholarship packet.
- 7. **Provide sufficient time for a letter of recommendation to be written**. Do not expect one of your teachers or employers to prepare a letter of recommendation for you with only a day's notice.
- 8. Be truthful in your responses.
- 9. Obey all deadlines.

These tips are appropriate for any scholarship you might be applying for—FBLA or otherwise. It might be a good idea to make a copy of this article and keep it somewhere handy where you'll be able to find it when the time is right!

PENN PAL

Ms. White always told me, "You get what you expect, Expect EXCELLENCE!"

What I also want to leave with FBLA is that you can get in life whatever you strive your hardest for.

James C. Simmons President

"The function of leadership is to produce more leaders, not more followers."

--Ralph Nader

I wish everyone the best of luck in their future endeavors.

Brent Noel Parliamentarian

"Never be afraid to try something new. Remember, amateurs built the ark. Professionals built the Titanic." --Theodore Roosevelt Charles Reed Western District VP



Welcome New FBLA Chapters! <u>Region 3</u>

Blairsville High School

Homer-Center High School

Region 7

Mansfield Senior High School

Mansfield Junior High School

Region 9

Unionville High School

Region 13

Freeport High School

North Hills High School

Region 18

Lancaster Catholic High School

Region 19

Penncrest High School

Region 20

Methacton High School

Upper Perkiomen High School

Region 22

East Stroudsburg High School North

Region 23

Mifflinburg High School

North Schuylkill High School

Region 25

Audenried High School

Region 27 Sayre Junior High School "I hope to leave the FBLA community a little better off that I have helped lay the foundation for members to achieve even greater success."

> Michael Widmer Treasurer

"Make it a great day or not, the choice is yours."

Todd Shaeffer Reporter

"A good leader is not the person who does things right, but the person who finds the right things to do." --Anthony T. Dadovano

Hillary Troutman Central District VP

"Alone we can do so little; together we can do so much." --Helen Keller

Brett Hollister Eastern District VP

