

2017 – 2018 Professional Development Activities

Colorado Family, Career and Community Leaders of America

Name	Content Area
School/ Institution	Home Address, City, State, Zip Code
Email Address	School Address, City, State, Zip Code
Home Phone	Number of Credits Requested (<i>Maximum 5 credits</i>)

Important Information:

- Activities to be completed July 1, 2017 – June 30, 2018
- **Due Date is July 20, 2018**
- 1 credit = 15 hours of professional development
- 1 credit costs \$59.00

Send this form and documentation to:

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Colorado FCCLA Activities

X	Dates of Completion	Activity	Number of Credits	Documentation Needed	Comments	Verification
		Conducted FCCLA all-day Workshop	1	Agenda, copy of workshop materials		
		2017 Ultimate Leadership Conference Meeting	1	1 lesson plan on integrating a national program into classroom or use of program as class assessment		
		2017 FCCLA National Conference	2	Creation of 1 National Program lesson plan (using PDF format provided) and handouts needed to complete the lesson		
		2018 FCCLA State Leadership Conference	1	Completion of the CEU Form at the conference.		

X	Dates of Completion	Activity	Number of Credits	Documentation Needed	Comments	Verification
		2017-18 State Officer Team Adviser or District Consultant	2	Notebook containing information on your position and duties that you can pass on to others. Submit a copy of this notebook to the FCCLA State Adviser		
		National Program Project Completion	1	National FCCLA Program Award Application and 1 lesson plan on integrating a national program into classroom or use of program as class assessment		
		National Chapter Adviser Summit	2	Conduct a chapter adviser training (district or statewide) presenting the materials gained at the summit		
		Develop policies/ bylaws for chapter (may only be completed once)	0.5	Constitution/ bylaws		
		List of current affiliated members	0.25	List of current affiliated members		
		List of elected officers	0.25	List of elected officers		
		Host chapter meeting	1	Agenda, meeting minutes, and pictures of the meeting		
		Co-curricular integration	1	1 lesson plan showing integration of CTSO into class. Reflection on how lesson with lesson plan		
		Develop chapter program of work	1	Chapter program of work/ Chapter of Merit Application		
		<i>Other (Must be approved by the State Adviser)</i>				