

OHIO
STATE ASSOCIATION

OHIO CAREER DEVELOPMENT EVENTS HANDBOOK



2022 / 2023

ABOUT CAREER DEVELOPMENT EVENTS

Ohio Career Development Events (CDEs) are educational activities that are organized and conducted by the Ohio Department of Education, Office of Career-Technical Education and Family and Consumer Sciences (FCS). CDEs are designed to assess student competence and technical skills as detailed in the Family and Consumer Sciences, Hospitality and Tourism, Education and Training, Human Services and Visual Arts and Design Career Field Content Standards.

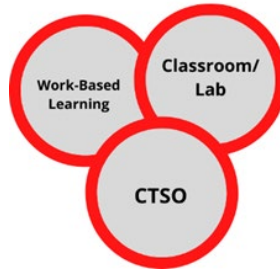
Career Development Events offered by Ohio Family, Career and Community Leaders of America (FCCLA) give members the chance to strengthen leadership skills, showcase accomplishments, and make positive changes in families, careers, and communities. In Ohio, these Career Development Events (CDEs) mirror the national competitive events called STAR Events. Ohio FCCLA Career Development Events have multiple categories, styles, and guidelines to meet the needs of diverse members and chapters.

Career Development Events promote the FCCLA Mission to focus on the multiple roles of family member, wage earner and community leader. Each event is designed to help members develop a specific lifetime skill in character development, creative and critical thinking. Interpersonal communication, practical knowledge, and career preparation. These events provide additional opportunity to showcase college and career-ready knowledge, skills, and abilities, promote the FCCLA chapter as an integral part of Family and Consumer Sciences education program, and to connect with peers and the community.

INTEGRAL to CURRICULUM

FCCLA is designed to be a part of everyday career technical course curriculum. From career development events to National Programs, there are multiple resources for supplementing and improving curriculum. FCCLA members explore career opportunities and build real world skills by developing projects, engaging, participating in events, and competing at the regional, state, and national levels for scholarships and awards. Co-curricular activities are incorporated into instructional programming and receive instructional time within the classroom in addition to any events that occur outside of the classroom instruction time.

The recognition of work-based learning, structured learning experiences, and entrepreneurship projects enhance the standards taught in the classroom and prepare students to be college and career ready. The diagram below illustrates how the Career-Technical Education program consists of three overlapping parts: classroom instruction, work-based learning, and Career-Technical Student Organization activities. Each circle is a distinct, yet interrelated component of a Career-Technical Education program.



Ohio FCCLA provides Career-Technical Education students the availability to develop knowledge and skills, enhance the classroom experience and Career Pathway opportunities. The Office of Career-Technical Education encourages teachers to participate in the Career-Technical Student Organization that best aligns to the pathway content. Course alignments can be found on the Ohio FCCLA website under the [Adviser Tab – Pathway Course Alignment](#). The four Career Pathways aligned directly to FCCLA are:



ACCOMMODATIONS for DISABILITIES

FCCLA members with disabilities as properly identified by a valued team of professionals (such as an IEP team, Section 504 coordinator, certified psychologist, physician) will be reasonably accommodated in regional and state events.

Participants who require accommodation in their event should access the Special Accommodations Forms on the Ohio FCCLA website under [Career Development Events](#). All requests must be made in writing 60 days prior to the event. A state staff member will contact the adviser to determine the best process for the participant.

DRESS CODE

The Ohio FCCLA Board of Directors adopted a revised mandatory Dress Code in September 2022 for State Leadership Conference, Regional and State Career Development Events. Please review the policy prior to attending to ensure you and your students do not miss out on any sessions.

The FCCLA official dress is worn for Ohio FCCLA activities per the dress code as outlined. Students may select the attire that best fits the gender with which they identify. This is a personal choice if the FCCLA guidelines are followed.

FCCLA Official Dress:

- FCCLA red blazer
- Professional white or black shirt
- Neckwear options can include the neckwear from the official emblematic supplier, black or red tie, black or red bow tie, single strand of pearls, red, black, and/or white scarf, or no neckwear
- Black bottoms (slacks, skirt, sheath dress)
- Shoes (black preferred)
- Jeans, t-shirts, athletic wear are NOT acceptable

Regional Chef Attire:

- Chef Coat (any color, no distinguishing logos, school name or student name)
- Chef Apron
- Chef Hat
- Industry pants or commercial uniform
- Closed-toe, low heel kitchen shoes with non-slip soles

State Chef Attire:

- Official FCCLA Chef Coat
- Official FCCLA Chef Apron
- Official FCCLA Chef Hat
- Industry pants or commercial uniform
- Closed-toe, low heel kitchen shoes with non-slip soles

EVENT DESCRIPTIONS and LEVELS

Individual events evaluate one member’s performance. Team events evaluate several participants’ or a chapter’s performance as one entry. Team events may have one, two, or three participants from the same chapter, except for Parliamentary Procedure, which may have four to eight participants from the same chapter. Entry into a particular level is determined by the participant’s grade in school during the school year preceding the National Leadership Conference, and in some cases, enrollment in a specific course or program, as outlined in the event eligibility section.

LEVEL 1	LEVEL 2	LEVEL 3
FCCLA chapter members through grade 8	FCCLA chapter members through grade 9-10	FCCLA chapter members through grade 11-12

- A team composed of members of mixed grade levels (through grade 12) must enter at the level of the highest participant member's grade level.
- Team events with only Level 2 (grades 9-10) or Level 3 (grades 11-12) may not include members through grade 8.
- Team events with only Level 3 (grades 11-12) may not include members through grade 10.

MEMBERSHIP

A student is not considered an affiliated FCCLA member at any level (local, state, and/or national) until all membership dues are received at national headquarters. Only affiliated members are eligible to compete in any level of Career Development Events. Affiliation can be paid prior to the day of the competition.

Participants must compete in the level based upon their grade as recorded for membership affiliation and must reflect the actual grade level for the current school year. Students must compete with the chapter where their membership is held.

In addition to membership deadlines, there are Career Development Events registration deadlines. Please ensure that all registrations are submitted in a timely manner to avoid disqualification or late fees at the regional and state levels.

ELIGIBILITY and GENERAL RULES for ALL LEVELS of COMPETITION

- A member may compete in one individual and one team event
- Culinary members may register for one individual and one team event that qualifies for national. They may also register for one state only Culinary Event (Garde Manger, Product Development).
- Hospitality and Tourism chapters may register two members per chapter in the following events: Baking and Pastry, Culinary Arts, Garde Manger, and Product Development.
- Education and Training members may register for one individual and one team event that qualifies for the national. They may also register for one state only Education and Training Event (Curriculum Unit Development, Language and Literacy, Lesson Presentation, Observation and Assessment)
- All CDEs must be completed in a one-school year span beginning July 1 and June 30
- Should a team member be absent from regional competition and the teams advances to state, it is a local decision to allow that member to participate
- Members are responsible for all event materials. Items left behind are not the responsibility of Ohio FCCLA or the regional host site

- Spectators are not allowed to observe any portion of a competitive event. Videotaping and or audio recording during competition is prohibited
- Media, special guest of Ohio FCCLA, business and industry partners may be escorted into the competition area with prior approval of State Staff
- Participants must follow Career Development Events rules for competition, or risk possible disqualification or loss of points.
- All STAR Events projects must be planned and prepared by the participant(s) only. Supporting resources are acceptable if participants are coordinating their use and resources are cited appropriately verbally and/or in print during the presentation to avoid false credit for unoriginal or non-participant work. Participants are encouraged to use original materials, items licensed for reuse, or items in which copyright permission has been granted.
- State and chapter advisers should ensure that identical presentations of the same project are not entered into STAR Events in one year or in multiple years.
- Participants are to maintain a professional appearance and attitude during all STAR Events activities.
- All materials on displays must be placed on a clearly defined presentation surface. Displays with a clearly defined front presentation surface (such as tri-fold boards) may not have items on the back of the board, as consultants/evaluators would not be expected to look behind a display for project components. Displays with multiple presentation sides may have materials on all clearly defined presentation surfaces. All materials must be easily viewed, accessible, and legible.
- Participants may present in front, behind, or beside the designated table or space. Participants may not place items on the consultant or evaluator tables.
- If a participant fails to adhere to event guidelines or event definition, or prepares an item not based on the current event scenario, then the sample/display/project is ineligible for evaluation. The participant will still be able to compete with an oral presentation if they choose to do so and will only be scored on the oral presentation. Requirements that may result in implementation of this rule are noted with this symbol.
- The one point designated for “Registration Packet” on the point summary forms will be given to competitors if they complete the mandatory check-in on time.
- Ohio FCCLA will continue to use the electronic scoring site, Judge Pro, for competition.

CAREER DEVELOPMENT EVENTS FEES

Ohio FCCLA will invoice chapters a CDE fee for each event entry at each level. Fees help cover Career Development Events expenses such as room rental, certificates, recognition session expenses, awards, and supplies. CDEs fees are non-

refundable. CDE fees do not cover the cost to attend and compete at the State Leadership Conference.

SUBJECT MATTER EXPERTS

Chapter advisers serve an important role as Subject Matter Experts in curriculum, Career-Technical Education and FCCLA to educate both members and other adult volunteers. Without chapter advisers serving as event volunteers, evaluation teams may lack critical context and subject matter information that could negatively impact final scoring. All Subject Matter Experts serving in a volunteer role will receive documentation of the hours devoted to competitive events.

The Office of Career-Technical Education and State FCCLA Office have the expectation that advisers will help facilitate these competitions in the role of Subject Matter Experts at the regional, state, and national levels. In addition, the expectation that all advisers will demonstrate professionalism while working with other advisers, volunteers, and state staff during the evaluation of members' projects to provide a positive competitive event atmosphere.

REGIONAL CAREER DEVELOPMENT EVENTS

- Registration opens November 15 and closes December 15.
- Registration cannot take place if affiliation has not been paid - pending affiliation does not constitute paid membership.
- Chapters can substitute affiliated members up to the day of competition.
- Should a team member be absent from regional competition and the team advances to state, it is a local decision to allow that member to participate.
- All registration invoices are final.
- No refunds will be issued for canceled or no-show competitive events.
- Any chapter missing the registration deadline must contact the state office to request a late submission.
- A \$50.00 Late Fee, in addition to the event fees, will be charged upon approval by State Staff. This fee will increase by \$50.00 each week up until January 15, thereafter no late submissions will be granted. (Board Policy adopted 2016)

DAY OF EVENT REGIONAL CAREER DEVELOPMENT EVENTS

- Each location site will provide the competition schedule no later than one week prior to the event
- Advisers are expected to volunteer as subject matter experts
- Advisers should have a signed ***Event Release and Liability Consent Form*** for each competitor. These must remain with the adviser.
- Ohio FCCLA will not ship medals or rubrics.

REGIONAL RECOGNITION, AWARDS and SCORING

Each regional site will provide a location for an Awards Session. Once the tally room has validated all scores in each event in each level, the Awards Session will begin. Participants will receive recognition at the following levels. These levels are determined by score, without the application of standard deviation Gold (90-100) Silver (70-89.99) Bronze (1 -69.99).

Ohio FCCLA will not ship medals. The following Culinary CDEs will receive their rubrics the day of the event:

- Baking and Pastry
- Culinary Arts
- Garde Manger
- Product Development

CDE rubrics will be in the Regional Registration Portal by the end of business on the following Monday after your competition date.

INCLEMENT WEATHER POLICY

If inclement weather, emergency, or unforeseen situations are affecting the area or region of an FCCLA Regional Competition, a decision may be made to delay or cancel. These decisions are made after consulting the national weather service, local weather, or public health orders. The safety of our students, advisers and partners is our first and foremost priority.

If a Level 2 or Level 3 snow emergency or a public health alert system level in the host site city or county, the event will be canceled, and alternative opportunities will be established. However, should one or more of these factors be present, the state staff will contact appropriate experts to assess potential hazards and consider options for amending the event start or participation schedules to facilitate safe travels, event adjustments or cancellation.

Advisers will be notified by email, and/or telephone of cancellations or delays as soon as possible after the decision is made. If such conditions develop during the night and warrant a delay or cancellation after early morning travel has begun, every attempt will be made to notify advisers through personal call. Local media outlets, social media, and alerting state law enforcement.

STATE QUALIFIERS

Ohio FCCLA has established the use of standard deviation to determine placement in events which require more than one competition host site. The use of the standard deviation formula helps balance differences in scoring between evaluators in regional

sites. Once scores are submitted, the top 10 scores in each event, after standard deviation is applied, will be validated.

State Qualifiers will be announced three (3) business days following the last regional event. A silver or gold rating must be achieved to be considered a state qualifier candidate. The top ten (10) qualifying candidates in each level in each event will have the opportunity to advance as a state competitor. Once state qualifiers are announced they become final.

STATE CAREER DEVELOPMENT EVENTS

State Leadership Conference registration will open the day that State Qualifiers are announced. All State Qualifiers must be registered for the State Leadership Conference to participate.

- Culinary Career Development Events Saturday, April 22, 2023, Mitchell Hall, Columbus State Community College
- Career Development Events Thursday, April 27, 2023, at Kasich Hall, Ohio Expo

STATE RECOGNITION, AWARDS and SCORING

The use of the standard deviation formula does not eliminate the possibility of ties; therefore, tiebreaker procedures will be utilized as needed. No ties will be allowed for 1st, 2nd, or 3rd place, but ties may remain for additional placements. All scores are considered final for placement recognition, and no scores will be changed once the scores are validated by Ohio FCCLA State Staff and entered the scoring database.

Participants will receive recognition at the following levels. These levels are determined by score, without the application of standard deviation Gold (90-100) Silver (70-89.99) Bronze (1 -69.99).

There is no limit to the number of medals or certificates given for each level in any event. All state qualifiers must attend the State Leadership Conference Recognition to see if they received a gold medal and placed in the top three. Digital certificates will be available on the Ohio FCCLA website for all participants. To be recognized onstage, the competitor must be in official dress, culinary events competitors may be in the official culinary uniform. Any competitor not complying with the Ohio FCCLA Official Dress Code Policy, will not have the opportunity to be recognized on stage.

The four Culinary CDEs rubrics will be picked up at the end of the State Leadership Conference. CDE rubrics will be in the State Registration Portal by the end of business on the following Monday after State Leadership Conference.

NATIONAL QUALIFIERS

The following CDEs do not advance to the national level:

- Curriculum Unit Development
- Garde Manger
- Language and Literacy
- Lesson Presentation
- Observation and Assessment
- Product Development

The top 2 entries in each level in each event, meeting the score requirement of 80 or above, will advance to the National Leadership Conference. *Exception: The top 3 entries in Baking and Pastry and Culinary Arts, meeting the score requirement of 80 or above, will advance to the National Leadership Conference. If an entry that placed first or second at state competition cannot attend the National Leadership Conference, the third-place entry will be invited to compete if the required score is met. If the third-place entry cannot attend, invitations will be extended to the next highest required score.

All CDE rubrics will be released at the end of business Monday following the State Leadership Conference. Culinary rubrics will be picked up at registration at the end of the State Leadership Conference. No Culinary rubrics will be mailed. The state office will release a list of National Qualifiers by the end of business on the Tuesday following the State Leadership Conference.

National qualifying competitors have up to three days after the release of National Qualifiers to cancel their opportunity to advance to the national competition. Any chapters attending the National Leadership Conference will register directly through the FCCLA Portal. Please direct any questions to the national office.