



February 24, 2020

Contents of this Email:

- I. Role Play Testing
- II. SBLC School Site Production Tests
- III. SBLC Housing
- IV. SBLC Registration
- V. State Officer & State Officer Candidate SBLC Registration
- VI. SBLC Scholarship Recipient Registration
- VII. BAA and LEAD Awards
- VIII. Membership
- IX. National Impexium Database
- X. Scheduled National Database Interruption & Extension
- XI. Professional Division Silent Auction @ SBLC
- XII. Professional Division Scholarships
- XIII. State Officer Corner
  - a. Handbook Competition
  - b. Invite a Legislator!
  - c. Mentorships
  - d. National Anthem Singer(s)

---

Important dates to remember (State Events/Deadlines shown in **BOLD**):

- January 1 – Action Awareness Begins
  - February 2 – Spring Stock Market Game Begins
  - **February 17-28 – Role Play Testing**
  - February 28 – LifeSmarts Spring Competition Ends
  - February 28 – Virtual Business Finance Spring Challenge Competitive Event Ends/Virtual Business Management Spring Challenge Competitive Event Ends
  - March 1 – Action Awareness Ends
  - March 1 - BAA/CSA Submission Deadline
  - **March 1 – Champion Chapters Deadline @ 5 p.m.**
  - **March 2 – Role Play Testing Finalists Posted**
  - **March 6 – SBLC Registration Deadline @ 5 p.m.**
  - **March 9 – SBLC Housing Registration Opens at 3:30 p.m.**
  - **March 11-27 – Online Testing Open**
-

Greetings, Advisers!

Be sure to visit the [SBLC Events page](#) on our Web site for EVERYTHING SBLC! Our [SBLC Registration Guide](#) is also available on this same page of the Web site.

### **ROLE PLAY TESTING**

The **testing** window will be open from **February 17, 2020**, to **February 28, 2020**, and your testing information will be sent to you directly from TFI, the online testing administrator. **If you have not received your password, please let us know as soon as possible!**

There are no exceptions to the timeline for role play testing.

### **SBLC SCHOOL SITE PRODUCTION TESTS**

If you have students competing in Computer Applications, Database Design & Applications, Spreadsheet Design, and/or Word Processing, please be sure to register your competitors and then request your test materials by completing the **School Site Production Test Request Form** on our Web site [here](#). All necessary materials to administer these tests (proctor instructions, proctor scripts, and production test) will be sent to the adviser within 24 to 48 hours of receipt of this form.

Please be sure you have a designated proctor to administer your tests! Advisers cannot proctor these tests! All School Site Production tests are due by 5 p.m. on **March 6**.

### **SBLC HOUSING**

The SBLC housing link will open at 3:30 p.m. on March 9 and will close at 5 p.m. on March 13. The housing link is under the Housing title on our SBLC Events page, <https://wafbla.org/sblc>. Housing is assigned based on a first-come, first-served basis.

### **SBLC REGISTRATION**

SBLC Registration is now open in Blue Panda. You will access the system using the same login information as you have in the past. SBLC Registration closes at 5 p.m. on March 6.

### **STATE OFFICER & STATE OFFICER CANDIDATE SBLC REGISTRATION**

#### **Current State Officer Registration**

- If you have a current State Officer, please be sure to register them as an attendee for the conference with your school.
- Be sure to choose the STATE OFFICER Attendee Type when registering them. This Attendee Type will give you a \$0 balance for this attendee.
- Register your State Officer(s) for their competitive event—this is the responsibility of the adviser to register all students for their competitive events including State Officers.
- You will NOT register your current state officers for housing with your school as officers will stay with other officers and be the responsibility of the state until the end of Closing Session.

- Transportation **TO** SBLC will be the responsibility of the state but transportation home **AFTER** SBLC will be the responsibility of the school.

#### State Officer Candidate Registration

- If you have candidates for State Office, please be sure to register them with your school.
- When assigning candidates for their competitive events, be sure to select Candidates Only – Campaigning/Interview Time as one of their events. This classification will not count against their four-event limit, but all candidates will need to be scheduled for campaign booths on Thursday, April 9, and for their candidate interview time on Friday, April 10.
- Interview times will be handed out at the Candidate Briefing.
- For all other registration processes, candidates are registered the same as all other attendees.

#### **SBLC SCHOLARSHIP RECIPIENT REGISTRATION**

- If you have an SBLC Scholarship Recipient, please be sure to register them as an attendee for the conference with your school.
- When registering, be sure to choose the SBLC Scholarship Recipient Attendee Type when registering them. This classification will give you a \$0 balance for this attendee.

#### **BAA & LEAD AWARDS**

The deadline for BAA (Future, Business, and Leader), LEAD, and CMAP submissions is Friday, March 1. After that date, no more submissions will be accepted for the 2019–20 membership year. BAA America awards are due April 25.

Check out the [BAA Fight to the Finish](#). First and second place states receive preferred seating at the Opening Session of the FBLA National Leadership Conference. After that date, no submissions will be accepted for the 2019–20 membership year.

#### **MEMBERSHIP**

If you still have students interested in joining your chapter, they have until March 1 to join. March 1 is the national payment deadline for any new members your chapter takes in.

#### **NATIONAL IMPEXIMUM DATABASE**

Advisers—To expedite and simplify the process of uploading your chapter roster, a new upload feature has been implemented into Impexium as of February 2020. Roster upload instructions may be found [here](#).

#### **SCHEDULED NATIONAL DATABASE INTERRUPTION & EXTENSION**

Impexium will be unavailable from 6 a.m. – 12 p.m. (EST) February 29, 2020, for scheduled maintenance.

Due to the inconvenience, and with input from our member survey earlier this month, the **FBLA and FBLA-Middle Level National Membership deadline has been extended to April 1.**

Nationals heard you, and they listened. Click [here](#) for charts concerning the feedback about the extension of the March 1 deadline for FBLA and FBLA-Middle Level. Stay tuned for more surveys concerning membership deadlines and processes.

### **PROFESSIONAL DIVISION SILENT AUCTION @ SBLC**

Advisers, the Professional Division invites you and your chapter to donate gift baskets to the silent auction—the auction funds the Professional Division Scholarship(s). Join the fun during the auction at the Davenport Grand on Friday of SBLC between 10 and 3 to bid on the various baskets.

Please complete the attached auction donation form and bring them along with your baskets to the registration area. The Professional Division will be available to accept your items.

There will also be a "garage sale" table of small items for purchase during the auction on Friday of SBLC.

### **PROFESSIONAL DIVISION SCHOLARSHIPS**

Senior FBLA members whose advisers are members of the Professional Division are eligible to apply for the Carl E. Jonsson Scholarship and the Professional Division Scholarship (\$1,000 each). Applicants will complete their application materials and submit them using the form at this [link](#). Two winners will be selected from the submissions received—one will be the Carl E. Jonsson Scholarship recipient and one will be the Professional Division Scholarship.

Advisers, if you have not joined the Professional Division and are interested in supporting the purpose of the Professional Division, please complete the online membership form [here](#). Dues are \$35 per year.

### **STATE OFFICER CORNER**

*Handbook Competition.* Join in on the excitement of the release of this year's WA FBLA Membership Handbook and enter the Handbook Competition! The handbook competition is open for all chapters to enter for the chance to win incredible recognition at SBLC! Information on the competition is found in the handbook itself. The **deadline** for submission has been extended to **March 14!** Don't miss this exciting opportunity!

*Invite a Legislator!* It's the last week of National CTE Month—but never fear, there's still time for your chapter to invite a state legislator to a chapter activity! Your chapter might already be working on this (using the toolkit [here](#), of course). Whether your chapter already has a date set with the legislator, is halfway there and stuck on the next step, or simply debating whether or not you want to invite a legislator, set up a time to chat with a state officer [here](#). We will respond promptly and are happy to offer advice or discuss ideas with you in-person or via Zoom video conferencing!



Mentorships. Thank you to all the members who applied for being a mentor in helping students prepare for their competitive event and those who signed up to be a mentee. Mentors and mentees should have received an email today with an update on the matches and the next steps on initiating communication between them. As an added bonus, these students will receive a 'Connector' ribbon at SBLC.

If your students have any questions along the process, please have them email [capitalvp@wafbla.org](mailto:capitalvp@wafbla.org).

National Anthem Singer(s). With about two weeks left for the National Anthem Singer application to close, the State Officer Team wants to remind all our talented singers across the state to apply for singing at Opening Session during SBLC! For any questions, please email [capitalvp@wafbla.org](mailto:capitalvp@wafbla.org). The [form](#) closes on Tuesday, March 10, at midnight.

Monday is a state of mind! Put on your positive thoughts and enjoy all of your SBLC planning!