

2024 CENTRAL SECTION FUTURE BUSINESS LEADERS OF AMERICA



OFFICERS & ADVISERS TRAINING (OAT) DAY



REGISTRATION GUIDE

**Redwood High School
1001 W. Main St.
Visalia, CA 93291**

September 28, 2024

2024 CENTRAL SECTION OFFICERS & ADVISERS TRAINING (OAT) DAY

- Who's invited?** Open to **chapter officers, prospective officers, any active members**, and **chapter advisers** from the Central Section and to prospective FBLA chapters
- When?** This training will take place on Saturday, September 28, at Redwood High School. Conference check-in will start at 8:00AM with Opening Session starting at 9:00AM. The conference will conclude at approximately 2:00PM.
- Why?** This conference will help your chapter prepare for the FBLA year. Each person attending from the Central Section will also receive a certificate of achievement and the new California FBLA pin from the 2024 National Leadership Conference in Orlando, FL.

What's going to be covered?

- Officer Duties and Responsibilities
- Business Achievement Award (BA²)—Individual & Chapter Recognition
- Central Section and California State Projects
- Round Table (bring and share your chapter success stories)
Fundraising, Membership Recruitment, School and Community Service, Competition, Running for Office, and Chapter Communication
- Website: cafbla.org and fbla.org

How to Attend?

Registration: Process ONLINE FORM (see registration info below) and send payment for attendees (includes meals and materials) - Central Section **Members/Advisers @ \$15.00**

- Mail the Registration check (once invoice is received) by Sept. 23
- **PAYMENT THIS YEAR - Mail Checks to:**
CA FBLA – Central
PO Box 1440
Owasso, OK 74055
- Please complete the Registration form by **September 20 at 4PM**
- Please contact Jacob Avila if you need to register after Sept. 20
- Please **DO NOT BRING CHECKS TO THE EVENT** – all checks need to be mailed to above address.

Make check payable to CAFBLA-Central Section – please include invoice with the check when you mail it.

Dress Code—Business Casual- polo shirts – khakis - dress shoes or School themed T-Shirts and appropriate school attire.

- Any Questions?** Feel free to contact Jacob Avila, Central Section FBLA Director
(559) 730-7736—before or after school
javila@cafbla.org — email me anytime you have questions

CENTRAL SECTION OFFICERS/ADVISERS TRAINING - REGISTRATION FORM

*****SAME PROCESS AS PREVIOUS YEARS*****

REGISTRATION PROCESS:

1. Copy the Google Sheet below and send completed sheet to Jacob Avila – javila@cafbla.org
2. Receive the final invoice via email from Jacob Avila once sheet is received
3. Process invoice with your school's finance office
4. Mail the registration check to the address listed below

REGISTRATION SUBMISSION:

This year the Registration for the 2024 Central Section OAT Day will take place utilizing an online form. Advisers will fill out this form to indicate attendance.

ONLINE REGISTRATION FORM:

[GOOGLE SHEET – Online Registration Form \(Click Here\)](#)

PAYMENT:

Once your Google Sheet registration is submitted, you (chapter adviser) will receive an invoice to use for processing payment. Once the invoice is received, please process payment in a timely manner so payment is mailed by **September 23**.

If any problems arise, please contact Jacob Avila to discuss other payment timeline.

SEND PAYMENT TO:

CA FBLA - Central
PO Box 1440
Owasso, OK 74055

\$15 each – members, officers, and advisers

Email: javila@cafbla.org

Central Section Officers'/Advisers' Training Day

Saturday, September 28, 2024 • Hosted by Redwood High School FBLA

TOPICS SUBJECT TO CHANGE – TIMELINE WILL REMAIN SAME

TIME	TOPIC / ACTIVITY	WHO'S PRESENTING	LOCATION
8:00-8:55am	Breakfast and Registration	All Officers and Advisers	Cafeteria
	OPENING SESSION Welcome (5 minutes)		
9:00-9:30am (30 minutes)	Icebreaker (15 minutes)	All Section Officers	Cafeteria
	Champion Chapter & BAA (10 minutes)		
	OFFICER ROUND TABLES		
9:35-9:55am (20 minutes)	President Vice President Secretary & Treasurer Public Relations Historian / Parliamentarian Advisers	All Section Officers	Outside Cafeteria
9:55-10:05am (10 minutes)	BREAK		
10:05-11:05am (60 minutes)	GROUP WORKSHOPS		
	Debate vs. Dialogue	____, _____, _____	Cafeteria
2 rotations (30 min. each)	Innovate in 30 seconds	____, _____, _____	101
	Adviser's Meeting	Mr. Avila	74
11:05-11:20am (15 minutes)	Icebreaker	All Section Officers	Outside Cafeteria
11:20-12:00pm (40 minutes)	LUNCH	All Officers	Outside Cafeteria
	ROUND TABLE TOPICS (PICK 3)		
12:00-1:00pm (60 minutes)	State Projects Overview	____, _____	101
	Engaging your Chapter	____, _____	102
3 rotations (20 min. each)	FBLA & Competitive Events	____, _____	103
	"Attributes of a leader"	____, _____	104
1:00-1:45pm (45 minutes)	CHAPTER WORKING SESSION Champion Chapter / POW Goals (Service, Progress, Education) –On laptops/Chromebooks–	All Officers and Advisers	Cafeteria
1:45-2:00pm (15 minutes)	CLOSING SESSION Graduation from OAT Day	All Officers and Advisers	Cafeteria