

# SkillsUSA Announcements September 20, 2017

## Check the Files —

### Do You Have a Chapter Charter and Constitution? If Not, It's Not Too Late

This week as we dig deeper into the 10 Steps to a Successful Chapter, we take a look at Step 2, connecting with your state SkillsUSA director. This step is really about so much more than connecting. You may already be on the mailing list and checking your state website frequently for updates, but it's also about creating a foundation for your chapter that is built on rock-solid history.

To do that, take a look at the steps below to apply for a chapter charter and create a chapter constitution. Even if you have been operating as a chapter for a number of years, it's not too late to create your constitution and formalize your structure. Don't delay on this step, and be sure to get your members involved in the process. It is a great way to learn about the organization.

#### Connect with your state SkillsUSA director

Once you have gathered the support of your school administration, it is extremely important to connect on the state SkillsUSA level. Connecting directly with your state association director will ensure you are included in all future mailings and will provide assistance in the successful formation of your chapter.

- If you are a new chapter, it is imperative that you submit a local chapter charter to your state SkillsUSA director. Once the state SkillsUSA accepted your local constitution and chapter charter, your school will be the registered users on the SkillsUSA registration site.
- Complete the SkillsUSA [Application for a Chapter Charter](#). The charter administrator's signature. You may want to have students share their the new chapter by delivering the charter to the administrator for his or her
- Along with the charter, the chapter must submit a constitution. Use the [Constitution](#) as a guideline, and ensure that you update it with school-information. Your chapter can always amend the constitution in the future need.
- Your chapter is official once your state SkillsUSA director has accepted constitution. You are ready to move forward to take advantage of local, state and national opportunities that await you and your students.

The image shows a form titled "SkillsUSA APPLICATION FOR CHAPTER CHARTER". The form includes fields for "Chapter Name", "Address of SkillsUSA", "Chapter Administrator", "Signature", "Date", "City", "State", and "Zip". There is also a section for "Date Submitted" and a "CHECK FOR COST" section. The form is designed for a chapter administrator to fill out and submit to the state SkillsUSA director.

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## Need Help with Your Chapter or Registering Members?

### Call the SkillsUSA Membership Hotline Toll Free: 844-875-4557

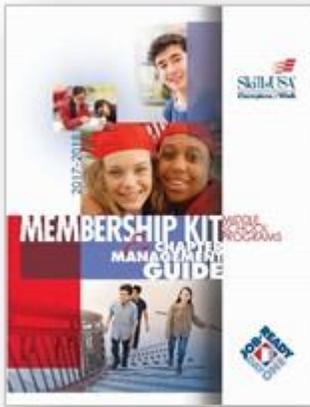
Hotline operators are ready to answer your questions on how to start a new chapter, engage chapter members and strengthen an existing chapter — you name it, they are ready to tackle it! Operators are on call from 8 a.m.–5 p.m. (Eastern time) Monday, Wednesday and Friday and from 11 a.m.–7 p.m. (Eastern) Tuesday and Thursday. **Don't have time to call?** Send the operators an **email** at [operators@skillsusa.org](mailto:operators@skillsusa.org) or **chat** with them online at the membership registration site!

## Posters, Brochures, Lesson Plans and More — Get Your Membership Kits!

Get outfitted for a new school year with posters, brochures, lesson plans and whole lot more that comes packed into your SkillsUSA membership kit. Kits have been mailed to all chapters that affiliated with SkillsUSA last year, but if you haven't received yours, then call toll-free 844-875-4557 to request a copy.

There are three unique membership kits, each designed for a specific market: middle school, high school or college/postsecondary. Each kit contains three posters, a brochure, membership cards and a chapter management guide. The guide is key to your success and includes information on establishing a chapter, engaging students in chapter activities, tools for recruitment, lesson plans, programs, scholarship and recognition opportunities, and information on educational resources.

All of the membership materials can also be downloaded at: [www.skillsusa.org/membership-resources/advisors/membership-kit/](http://www.skillsusa.org/membership-resources/advisors/membership-kit/)



## Help SkillsUSA Texas Raise Funds for Hurricane Harvey Victims

SkillsUSA Texas is sponsoring a T-shirt fundraiser for Hurricane Harvey relief.



Purchase of this T-shirt will go directly to the [Food Bank of Corpus Christi](#), which serves 11 counties including the cities of Rockport and Aransas Pass. All of these counties suffered damage from Hurricane Harvey.

Your help refurbishing the food bank is needed and appreciated. The Food Bank of Corpus Christi has a food pantry there, but also reaches out with an air-conditioned truck to make deliveries to those not able to commute to the pantry. The food bank is affiliated with the Emergency Food Assistance Program through USDA (U.S.

Department of Agriculture).

Show your support and get your shirt here: [www.customink.com/fundraising/skillsusatx-harvey](http://www.customink.com/fundraising/skillsusatx-harvey)

Please watch our website [www.skillsusa.org](http://www.skillsusa.org) for late-breaking news on how SkillsUSA can help those in Florida, Puerto Rico, U.S. Virgin Islands and elsewhere during this busy hurricane season.

**Registration is open for SkillsUSA Washington CISPUS leadership camp** for your chapter officers and leaders. CISPUS 2017 is limited to the first 50 students who sign up and up to 8 students from your school. If you have numerous sections in your school and need to bring additional officers, please contact [tlufkin@comcast.net](mailto:tlufkin@comcast.net). Come kick off your SkillsUSA year at this wonderful, rustic location in Randle, WA. Student activities will be lead by SkillsUSA advisors as we continue to search for a state officer trainer. Registration is at [www.skillsusa.org](http://www.skillsusa.org) and instructions are attached. The cost is \$100 for advisors & \$100 for students. Registration includes fun activities and information about how to develop and run your chapter, a ropes course, meals and sleeping accommodations. There is no fee for state officers. Events begin 11/2 at 4pm and end 11/4 at 10:30 am with a sack lunch for the road. *Space is limited.* Register by Monday, October 16th.

Training for advisors will be available by SkillsUSA Washington Certified trainer Adam Scroggins November 3rd. We'll cover SkillsUSA Framework, Career Essentials Foundations Curriculum, Chapter Management and Chapter of Excellence, TPEP incorporation and running local contests. Training will be conducted this year by SkillsUSA Washington certified trainers. Advisors may come to training and bring no students on Friday and stay for meals or may stay for the whole time. The fee is the same.

Clock hours will be available. There will also be a state conference planning meeting 11/2 after dinner.

After registered, email [tlufkin@comcast.net](mailto:tlufkin@comcast.net) your anticipated arrival and departure times – this will help us keep the cost of this event low and will allow us to give CISPUS accurate numbers for meals and overnight fees. There are limited gluten free meal options available. If you would like to request vegetarian or gluten free options, email [tlufkin@comcast.net](mailto:tlufkin@comcast.net). There are no vegan options available. If you have any questions, contact [tlufkin@comcast.net](mailto:tlufkin@comcast.net).

### **Disney “Be Inspired” Grants Offered for Service**

The Walt Disney Co. and Youth Service America (YSA) want your help in inspiring young people and families to make a positive impact in their community through volunteering.

Disney is awarding \$500 Be Inspired grants to young people implementing service projects in the fall in partnership with nonprofit organizations. Now is your chance to reach out to your network and encourage young change makers to submit a project. For more information, go to: <http://ysa.org/grants/>

### **Washington State Recognized for Standards of Excellence**

Our State Standards of Excellence Program was successful in its first year as 19 states completed the process and received recognition. The purpose of the program is to ensure state associations have in place policies, procedures and structures on an annual basis that deliver a high level of service to members. This program allows states to benchmark their current performance and determine improvements to become the very best organization for their members. It is not intended to be competitive between states. State associations, rather than the individual state SkillsUSA director, are recognized for achieving State Standards of Excellence.

Eight states were recognized for achieving Level 1, establishing a baseline for a healthy association: Alabama, California, Florida, Indiana, Kansas, North Carolina, Oklahoma and Virginia.

The following states moved to the next level by being recognized for achieving Level 2, ensuring sustainability of healthy association: Colorado, Illinois, Michigan, Missouri, Oregon, Rhode Island and **Washington High School**. Four states reached the pinnacle of achievement by successfully completing Level 3, ensuring continual growth of the association: Georgia, Massachusetts, New Jersey and Wisconsin High School.

### **Free Access to Autodesk Software for SkillsUSA Instructors**

Autodesk, a SkillsUSA sponsor for over 20 years, is once again providing SkillsUSA students and educators with free access to their software. Autodesk shares our goal of preparing students in STEM-based careers and creating an industry-ready workforce. To register, visit the Autodesk Education Community at: [www.autodesk.com/education](http://www.autodesk.com/education)