

## SkillsUSA West Virginia Constitution

### **ARTICLE I – NAME**

The official name of this organization shall be the West Virginia Association of SkillsUSA and may be referred to as SkillsUSA West Virginia.

### **ARTICLE II – PURPOSES**

The purposes of SkillsUSA West Virginia are

to unite in a common bond without regard to race, sex, religion, creed or national origin or disabilities, as defined by the Americans with Disabilities Act, full-time students enrolled in programs with vocational trade, industrial, technical and health occupations objectives.

to provide leadership for the local chapters.

to provide a clearinghouse for information and activities.

to provide recognition and prestige through an association of local chapters.

to develop leadership abilities through participation in educational, occupational, civic, recreational and social activities.

to foster a deep respect for the dignity of work.

to assist students in establishing realistic career

goals. to help students attain a purposeful life.

to create enthusiasm for learning.

to promote high standards in trade ethics, workmanship, scholarship and safety. to develop the ability of students to plan together, organize and carry out worthy activities and projects through the use of the democratic process.

to foster a wholesome understanding of the functions of labor and management organizations and recognition of their mutual interdependence.

to create among students, faculty members, patrons of the school and persons in industry a sincere interest and esteem for industrial,

technology and health occupations education.

to develop patriotism through a knowledge of our nation's heritage and the practice of democracy.

**ARTICLE III- ORGANIZATION**

Section 1. The West Virginia Association of SkillsUSA is an association of local chapters in the State of West Virginia operating in accordance with a charter granted by national SkillsUSA.

Section 2. The Administration of SkillsUSA West Virginia shall be vested in the State Executive Council comprised of five elected members of the Board of Directors, the Executive Director and corporate members. State officers shall be elected for a term of one year and shall have at least one remaining year of industrial, technical or health occupations education when elected.

Section 3. Charters shall be issued to local chapters by the State Executive Council of the West Virginia Association of SkillsUSA.

Section 4. A State Advisory Council composed of leaders from education and industry shall be appointed by the State SkillsUSA West Virginia Director to provide counsel, advice and assistance to SkillsUSA West Virginia in carrying out its purposes. Equal presentation shall be given to education and industry.

Section 5. West Virginia is divided into two SkillsUSA regions, as follows:

Region 1	Region 2
Boone	Barbour
Cabell	Berkeley
Clay	Braxton
Fayette	Brooke
Greenbrier	Calhoun
Jackson	Doddridge
Kanawha	Gilmer
Lincoln	Grant
Logan	Hampshire
Mason	Hancock
McDowell	Hardy
Mercer	Harrison
Mingo	Jefferson
Monroe	Lewis
Nicholas	Marion

Pocahontas	Marshall
Putnam	Mineral
Raleigh	Monongalia
Roane	Morgan
Summers	Ohio
Wayne	Pleasants
Webster	Pendleton
Wyoming	Preston
	Ritchie
	Randolph
	Taylor
	Tucker
	Tyler
	Upshur
	Wetzel
	Wirt
	Wood

## **ARTICLE IV - MEMBERSHIP**

Section 1. Membership of the West Virginia Association of SkillsUSA shall consist of the total eligible members of the local chapter; and members shall hold the same membership status (active, associate, honorary and professional) as in their respective local chapter.

Section 2. A local chapter must have at least ten (10) active members and all members of SkillsUSA West Virginia must be members of national SkillsUSA to qualify for a chapter.

Section 3. Each local chapter shall be open for membership to all students regardless of without regard to race, sex, religion, creed or national origin or disabilities, as defined by the Americans with Disabilities Act.

Section 4. Classes of membership which will be recognized by SkillsUSA West Virginia are:

Active Membership: Students enrolled in a coherent sequence of courses or career major that prepares the student for further education and/or employment related to technology, the health industry, trades or industry and is earning credit toward a diploma/certificate or its equivalent.

Professional Membership (High School Only): Persons associated with or participating in the professional development of SkillsUSA as approved by a state association. Such members shall include chapter advisors, teacher educators and supervisors. Professional members will pay dues as established by SkillsUSA, but members will be ineligible to serve as national voting delegates, hold national office or otherwise represent the state association in SkillsUSA.

Alumni Membership: Former active members who are no longer enrolled in vocational-technical education. Although alumni members pay dues and may participate at the national level through the Youth Development Foundation of SkillsUSA Inc., they are not eligible to serve as national voting delegates, hold national office or otherwise represent the State Active Association membership in SkillsUSA. Charters may be issued for local and state alumni associations. The Board of Directors approves appointments to the National Alumni Coordinating Committee, which oversees contributions to the SkillsUSA National Alumni Fund, a fund that supports a variety of worthwhile projects for active SkillsUSA members.

State Honorary Life Membership: Individuals who have made significant contributions to the development of SkillsUSA West Virginia and vocational trade, industrial, technical and health occupations education whose membership has been approved by the State Executive Council.

Section 5. A membership year shall be from September 1 through August 31 inclusive.

## **ARTICLE V - VOTING DELEGATES**

Section 1. SkillsUSA West Virginia members shall exercise their franchise through voting delegates at state and national meetings.

Section 2. Each chapter shall elect delegates who shall be considered Voting Delegates at the official Annual Business Meeting. The number of delegates shall be determined as provided by the By-Laws.

## **ARTICLE VI - MEETINGS**

Section 1. State Leadership and Skills Conference shall be held each year. The State Leadership Conference shall serve as the official Annual Business Meeting of SkillsUSA West Virginia.

## **ARTICLE VII - STATE OFFICERS**

Section 1. The officers of SkillsUSA West Virginia shall be the President, two regional Vice Presidents (as designated in Article III, Section 5), Secretary, Treasurer, Reporter, Parliamentarian and Historian.

Section 2. State Officers shall be elected by the majority vote of the voting delegates present at the official Annual Business Meeting. An elected officer may be appointed to only one permanent office at a time during any membership year.

Section 3. Officers shall serve for a term of one year. The term of office shall be from September 1 through August 31 of the following year.

Section 4. Duties of State Officers shall be outlined in the latest version of the national SkillsUSA Leadership Handbook.

**ARTICLE VIII – Dues**

Section 1. State dues shall be determined at the official Annual Business Meeting for the school year which follows and shall be payable before February 1. National and state dues will be paid directly to national SkillsUSA for processing.

Section 2. Dues, in the amounts designated by national SkillsUSA and SkillsUSA West Virginia shall be paid by active, professional and alumni members.

**ARTICLE IX – EMBLEM AND COLORS**

Section 1. The emblem of SkillsUSA West Virginia and its colors shall be the same as those adopted by national SkillsUSA.

**ARTICLE X- AUDIT**

The accounts of the State Treasurer shall be audited each year by an auditing committee appointed by the President.

**ARTICLE XI -AMENDMENTS**

Section 1. This Constitution may be amended by a two-thirds vote of the authorized delegates at any official Annual Business Meeting.

Section 2. Only such amendments shall be made as are in keeping with the purposes stated in Article II of this Constitution.

Section 3. Proposed amendments must be submitted in writing to the SkillsUSA West Virginia Director at least 60 days prior to the official Annual Business Meeting. Copies of all proposed amendments must be sent by the Executive Director to each local chapter at least 40 days prior to this meeting.

**ARTICLE XII- RULES, REGULATIONS AND BY-LAWS**

Section 1. Such rules, regulations and by-laws as are deemed necessary for the proper conduct of this organization shall be adopted.

Section 2. No rules, regulations or by-laws shall be adopted which are contrary to this Constitution.

Section 3. Parliamentary procedures at all meetings will be governed by Robert's Rules of Order, Revised.

Section 4. Voting delegates at the official Annual Business Meeting will be determined as follows:

- A. One delegate for the chartered chapter.
- B. One delegate for each 20 registered members, or a major fraction thereof.
- c. Each state officer is an official voting delegate.

Section 5. National Leadership and SkillsUSA Conference delegates will be alternated among the state officers and/or state officers elect.

Section 6. A vacancy in the office of State President shall be filled in the following manner:

- 1. State Vice President from the region with the largest membership.
- 2. State Vice President from the region with the second largest membership.
- 3. State Treasurer
- 4. State Secretary
- 5. State Parliamentarian
- 6. State Reporter
- 7. State Historian

Section 7. A vacancy in a state office other than the President shall be filled by appointment by the State SkillsUSA Director.

Section 8. State Officers Nominating Committee

A. A State Screening Committee composed of a minimum of three persons appointed by the State SkillsUSA Director, at least two of whom will be current state officers, shall screen all candidate applications and conduct personal interviews with qualified candidates.

- 1. After screening, the committee will nominate not less than eight or more than sixteen candidates, whose names will be submitted to the voting delegates on a ballot.
- 2. Following elections, the eight candidates with the highest number of votes will make up the slate of state officers from which the screening committee will assign offices, by name.
- 3. Elected officers and the position to which each is assigned will be announced to the delegation during the final awards session of the Annual

Business Meeting.

4. In assigning elected officers to their positions, the screening committee will consider such factors as: number of votes received; previous offices held; SkillsUSA knowledge and dedication; qualifying experiences; and membership region. Every effort will be made to assure equitable regional representation.

B. A minimum of one adult member, to be appointed by the State SkillsUSA Director each year, shall serve on the screening committee in an advisory capacity, without vote.

### Section 9. State Officer Candidate

A. Secondary and postsecondary candidates for state office must apply with the State SkillsUSA Director at least three weeks prior to commencement of the Annual Business Meeting. However, if fewer than eight screened candidates are placed on the ballot, this by-law may be suspended during the business meeting by a two-thirds vote and nominations may be open to the floor to fill the ballot with eight or more candidates. Nominees from the floor must be screened for qualifications, during a recess of the meeting, before their names can be added to the ballot.

B. Candidates may indicate upon their application the office which they prefer to hold; however, the screening committee will determine which office each candidate is qualified to be appointed. All applicants must be willing to hold any office to which assigned by the committee.

C. The application for office must be signed by the candidate, a parent/guardian, the local advisor and SkillsUSA coordinator, and a local school administrator.

D. The application for office constitutes a contract, whereby candidates selected to office will have certain obligations to fulfill. Failure to do so may result in removal from office by the State SkillsUSA Director and Corporate Members, in accordance with standard procedures established by the Executive Committee.

E. A candidate for state office must be regularly enrolled in a bona fide industrial, technical or health occupations education class and be a member of the SkillsUSA section of that class. The candidate must have at least one remaining school year of industrial, technical or health occupations education when elected.

Ratified- February 19, 1996

Revised- March 16, 1991

Amended – March 13, 1992, April 27, 1994 and March 8, 1996

Revised- February 20, 2013

Revised – December 5, 2013

