

**CONSTITUTION OF THE  
TENNESSEE ASSOCIATION OF  
SkillsUSA**

**ARTICLE I – NAME**

The official name of this organization shall be the Tennessee Association of SkillsUSA.

**ARTICLE II – PURPOSES**

The purposes of this Association are:

- To unite in a common bond without regard to sex, race, creed, or national origin students enrolled in program with career and technical, and health occupations education objectives.
- To provide leadership for the local chapters.
- To provide clearinghouse for information and activities.
- To provide recognition and prestige through an association of local chapters.
- To develop leadership abilities through participation in educational, career and technical, 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 all phases of occupational endeavors including: attitude, 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 a recognition of their mutual interdependence.
- To create among students, faculty members, patrons of the school, and persons in industry a sincere interest in and esteem for career and technical 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 Tennessee Association of SkillsUSA is an association of local chapters of the State of Tennessee operating in accordance with a charter granted by National SkillsUSA.

**Section 2:** The Administration powers of Tennessee SkillsUSA shall be vested in the State Executive Council comprised of the State Association Officers. The Executive Council will be advised by the SkillsUSA State Director serving as an ex officio officer.

**Section 3:** The state Executive Council shall advise the state administration concerning the execution of the decisions of the state house of delegates.

**Section 4:** A chapter charter shall be issued to a local school by the state administrators of the Tennessee Association of SkillsUSA.

A Chapter shall be defined as members in a single school enrolled in career and technical and health occupations programs. In addition, chapters must have met the following requirements:

1. Submitted a charter application and local chapter constitution.
2. Paid SkillsUSA dues and submitted official rosters.
3. Elected officers.
4. Organized a calendar of activities.

A chapter shall be composed of one or more sections.

A section shall be defined as members in a single career and technical or health occupations program having:

1. A faculty member serving as an advisor.
2. A planned calendar of activities.

**Section 5:** Each section must have at least seven (7) members or one hundred percent (100%) of its class enrollment. All members must be members of both Tennessee SkillsUSA and National SkillsUSA.

**Section 6:** The state shall be divided into as many districts as deemed necessary by the state administration.

**Section 7:** An alumni charter shall be issued by Tennessee SkillsUSA to any local alumni association who petitions the state association with ten members who have:

1. Submitted a constitution
2. Paid established dues.

Tennessee SkillsUSA Constitution

Revised: 04/98  
Revised: 04/00  
Revised: 04/04  
Revised: 04/05  
Revised: 04/06  
Revised: 04/07  
Revised: 04/09  
Revised: 04/14

3. Elected officers.

**Section 8:** A state advisory council composed of leaders from education, management and labor shall be appointed by the administration to provide counsel, advice and assistance to the state association in carrying out its functions. Equal representation shall be given to management and labor.

#### ARTICLE IV – MEMBERSHIP

**Section 1:** Membership of Tennessee Association of SkillsUSA shall consist of the total paid members of the chartered local chapters and members shall hold the same membership status as in their respective local chapter.

**Section 2:** Tennessee SkillsUSA and each local chapter shall be open for membership to all students regardless of sex, race, color, or national origin.

**Section 3:** Classes of membership which will be recognized by Tennessee SkillsUSA are:

Active Membership: Students enrolled in career and technical programs offered in career and technical and health occupations education.

Associate Membership: Cooperative employers, and/or training station sponsors, advisory council members, and lay persons associated with the contributing to the improvement and development of the organization and career and technical and health occupations education. They are not eligible to hold office or vote.

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

Honorary Life Members: Individuals who have made significant contributions to the development of SkillsUSA and career and technical and health occupations education whose membership has been approved by the Executive Council. Such membership shall not be required payment of state dues. Tennessee SkillsUSA shall purchase National SkillsUSA services for State Honorary members.

Alumni Members: Former active members of local chapters. Such members will pay dues as established by Tennessee SkillsUSA.

**Section 4:** A membership year shall be from September 1 through August 31, inclusive.

## ARTICLE V – VOTING DELEGATES

- Section 1:** The SkillsUSA 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 State Leadership and Skills Conference House of Delegates business meeting. The number of delegates shall be determined as provided in the Bylaws.
- Section 3:** The number of voting delegates to the National Leadership and Skills Conference shall be in accordance with the directives of the National Constitution. The number of alternates shall be determined by the Executive Council and State Director.
- Section 4:** State Officers-elect of Tennessee SkillsUSA are automatically appointed as National Voting Delegates. The remaining number of delegates allowed Tennessee SkillsUSA shall be elected by the House of Delegates at the State Leadership and Skills Conference. Vacancies in the National Voting Delegates, which occur prior to the National Delegate Training, shall be filled by appointment by the advisor of the delegate being replaced. Such replacements shall be approved by the Executive Council after leadership training, screening and testing at the National Delegate Training. Vacancies occurring after National Delegate Training, as well as vacancies not filled after following the above procedure, shall be filled by appointment by the National Delegate Advisor, subject to the approval of the State SkillsUSA Director.

No local chapter may submit, as a candidate for National Voting Delegate, more than one candidate except in the case of a chapter which has a retiring State Officer. In this case, the chapter may submit the retiring State Officer and one additional candidate. In no case, may a local chapter have more than two candidates for National Voting Delegate.

## ARTICLE VI – MEETINGS

- Section 1:** A State Leadership and Skills Conference House of Delegates shall be held each year, and this shall serve as the official annual meeting of Tennessee SkillsUSA.
- Section 2:** The state Executive Council shall hold regular meetings in advance of the State Leadership and Skills Conference. They shall be empowered to call special meetings with the approval of the State SkillsUSA Director.
- Section 3:** In all meetings, **Robert's Rules of Order, Newly Revised** shall serve as standard procedure.
- Section 4:** A quorum shall consist of 50% plus one (1) of the delegates registered for the state convention.

## ARTICLE VII – STATE EXECUTIVE COUNCIL

**Section 1:** The State Executive Council shall be comprised of the officers of Tennessee SkillsUSA with the SkillsUSA State Director, the National Delegate Advisor, and all state officer local advisors serving as ex officio members. The officers shall be President; three Regional Vice Presidents, one from each grand division of the state; Secretary; Treasurer; Parliamentarian; and Reporter.

There shall be a maximum of two state officers from any one local chapter.

No individual may serve simultaneously as the local Advisor of record for more than two State Officers.

**Section 2:** All state officers shall be elected annually by a majority vote of those present at the House of Delegates Meeting. The SkillsUSA State Director shall be appointed by the Tennessee Department of Education.

**Section 3:** Officers shall serve a term of one year, from State Leadership and Skills Conference through State Leadership and Skills Conference.

**Section 4:** It shall be the duty and function of the Executive Council to conduct business pertaining to the youth they serve.

1. Advise the state administration concerning the execution of the decisions of the House of Delegates.
2. Preside over meetings and conferences.
3. Call meetings and conferences, subject to the approval of the SkillsUSA State Director.
4. Propose and review proposed amendments to the Constitution and Bylaws and recommend legislation to the House of Delegates.
5. Initiate and coordinate the Tennessee SkillsUSA program of work.
6. To serve as National Voting Delegates to the National Leadership and Skills Conference.

## ARTICLE VIII – QUALIFICATIONS FOR STATE OFFICE

**Section 1:** Eligibility for holding a state office shall be:

1. Active membership status.
2. Endorsement of the local chapter.

3. Shall have at least one full school year remaining in their career program, except replacement officers. Replacement officers may have less that one year remaining in their career program.

**Section 2:** All candidates for SkillsUSA State Office must file their candidacy, as specified in the application documents, not later than 30 days prior to the State Leadership Conference.

**Section 3:** Procedure for nominating state officers is established in the Bylaws.

#### **ARTICLE IX – FINANCES**

**Section 1:** The Executive Council shall be authorized to approve a dues increase of not more than \$0.50 during any school year upon presentation of written documentation, by the SkillsUSA State Director, demonstrating the need for said increase, and upon a two thirds affirmative vote of the Executive Council.

Any proposed dues increase greater than \$0.50 shall be determined by the authorized voting delegates at the annual State Leadership and Skills Conference.

State dues shall be paid in a manner and by a deadline prescribed by the SkillsUSA State Director.

**Section 2:** Dues or any contributions, for Tennessee SkillsUSA, shall be paid to Tennessee SkillsUSA. The State Director shall act as the executive treasurer. The executive treasurer's duties shall be:

1. To receive all state dues from national SkillsUSA.
2. To receive all contributions, made to Tennessee SkillsUSA, from donating individuals, businesses, organizations or foundations.
3. To pay or have paid all bills incurred by Tennessee SkillsUSA.
4. To keep the financial records of Tennessee SkillsUSA.
5. To submit a financial report of expenditures, moneys received, and the general financial condition of Tennessee SkillsUSA, to all local chapters annually at the State Leadership and Skills Conference.
6. To have a recognized bookkeeping system set up and have the accounts kept in order, and once a year an audit shall be made by persons qualified to perform this service. The report of the audit shall be reported in writing to all local chapters that request it.
7. To have all persons responsible for Tennessee SkillsUSA funds bonded in an amount to cover the amount of funds they will be responsible for.

8. To see that all moneys of the state association shall be deposited in a bank under an account name known as Tennessee SkillsUSA. The account should draw interest and this interest deposited in the said Tennessee SkillsUSA count.

#### **ARTICLE X – EMBLEM AND COLORS**

The emblem of the Tennessee Association of SkillsUSA and its colors shall be the same as those adopted by National SkillsUSA.

#### **ARTICLE XI – AMENDMENTS**

**Section 1:** The Constitution may be amended as follows:

1. All proposed amendments to this Constitution shall be submitted in writing to the Executive Council not less than 60 days prior to the beginning of the Annual State Leadership and Skills Conference.
2. If the Executive Council passes the proposed amendment or an amended form of the proposed amendment by a majority vote, it shall be submitted to the House of Delegates for debate and vote at the next State Leadership and Skills Conference.
3. Upon a two thirds affirmative vote of the House of Delegates, the amendment shall be adopted, to be effective the first day of the following July.

#### **ARTICLE XII – RULES, REGULATIONS, AND BYLAWS**

**Section 1:** Such rules, regulations and bylaws as are deemed to be necessary for the proper conduct of this organization shall be adopted.

**Section 2:** No rules, regulations, or bylaws shall be adopted that are contrary to this Constitution, or the Constitution of National SkillsUSA.