

CONSTITUTION
KANSAS ASSOCIATION SkillsUSA Kansas

ARTICLE I – NAME

The official name of this organization shall be the Kansas Association of SkillsUSA. Provisions are made for the following divisions: High School division and College/Postsecondary division.

ARTICLE II – PURPOSES

The purposes of this association are:

1. To foster a deep respect for the dignity of work.
2. 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 classes with vocational trade, industrial, technical and health occupations objectives.
3. To provide leadership for the district organizations.
4. To provide a clearinghouse for information and activities.
5. To provide state recognition and prestige through an association and affiliated organizations.
6. To provide a vehicle, statewide in scope, for organizations to work articulately with trade, industrial, technology and health occupation student groups.
7. To develop leadership abilities through participation in educational, occupational, civic, recreational, and social activities.
8. To assist students in establishing realistic career goals.
9. To help students attain a purposeful life.
10. To create enthusiasm for learning.
11. To promote high standards in trade ethics, workmanship, scholarship, and safety.

12. To develop the ability of students to plan together, organize, and carry out worthy activities and projects through the use of the democratic processes.
13. To foster a wholesome understanding of the functions of labor and management organizations and a recognition of their mutual interdependence.
14. To create among students, faculty members, patrons of the schools, and persons in industry a sincere interest in and esteem for trade, industrial, technology and health occupations.
15. To develop patriotism through a knowledge of our nation's heritage and the practice of democracy.

ARTICLE III – ORGANIZATION

- Section 1. SkillsUSA Kansas is an association of local chapters of the state of Kansas operating in accordance with a charter granted by National SkillsUSA.
- Section 2. Charters shall be issued to local chapters by the SkillsUSA Kansas State Director. Multiple sections in schools will be granted affiliate charters by the SkillsUSA Kansas State Director.
- Section 3. The administration of SkillsUSA Kansas shall be provided by the SkillsUSA Kansas State Director as directed by the Board of Directors of SkillsUSA Kansas, Inc.
- Section 4. For administrative purposes, the State will be divided into eight (8) districts. The districts shall be defined as follows:
1. North Western...everything West of highway #183 and North of Highway #96.
 2. South Western...everything West of highway #183 and South of Highway #96.
 3. Wichita (USD/WATC)...to include all eligible programs in USD 259 and WATC.
 4. Kansas City...to include Wyandotte County and Leavenworth County.

5. North Central...that part of the State between Highways #99 and #183 and North of Highway #4 from LaCrosse to Herington.
6. South Central...that part of the State between Highways #99 and #183 and South of Highway #4 from LaCrosse to Herington, including Sedgwick and Butler Counties.
7. North East...that part of the State East of Highway #99 and North of Highway #56 to Osage City, North of Highway #268 from Osage City to Ottawa, and North of Highway #68 from Ottawa to the Missouri state line, except for Wyandotte and Leavenworth Counties.
8. South East...that part of the State East of Highway #99 and South of Highway #56 to Osage City, South of Highway #268 from Osage City to Ottawa, and South of Highway #68 from Ottawa to the Missouri state line.

Section 5. One person from each district shall be designated as District Advisor. A District Advisor shall be selected by the advisors in the particular district and appointed by the SkillsUSA State Director. Each District Advisor shall serve as a member of the Executive Council. The term of office shall be one year. District Advisors may be reappointed to office.

Section 6. One person from each district shall be designated as Assistant District Advisor. An Assistant District Advisor shall be selected by the advisors in that particular district and appointed by the SkillsUSA Kansas State Director. Each Assistant District Advisor shall serve as an ex officio member of the Executive Council. The term of office shall be for one year. Assistant District Advisors can be appointed by the District Advisor position after one year as assistant. Assistant District Advisors may be reappointed to office.

Section 7. Each of the eight (8) districts shall have its own Constitution which shall not be in conflict with either the National or State Constitution.

- Section 8. The Executive Council shall consist of sixty-four (64) voting members, eight from each district of SkillsUSA Kansas. Each district will be represented by a District Advisor and seven district officers. The eight Assistant District Advisors will be ex officio members and will not be voting members.
- Section 9. Any member of the Executive Council not represented at two consecutive meetings shall be considered terminated. Such a vacancy shall be filled by appointment of a new district representative by the SkillsUSA Kansas State Director. Should a member of the council be unable to fulfill the duties of the office, the SkillsUSA Kansas State Director, shall select and appoint a new district representative to complete the term.
- Section 10. The SkillsUSA Kansas State Director and the Corporate Members shall serve as ex officio members of the Executive Council and shall not vote.
- Section 11. The State Executive Board shall consist of the seven high school officers, the seven college/postsecondary officers, and one local advisor from each school represented by a state officer. The SkillsUSA Kansas State Director and Corporate Members will serve as ex officio members. The College/Postsecondary President will serve as chairperson. The State Executive Board will discuss matters to present before the Executive Council.
- Section 12. All Executive Council members and the Executive Board shall be dues paying members of SkillsUSA Kansas.

ARTICLE IV – MEMBERSHIP

- Section 1. Membership of SkillsUSA Kansas shall consist of the total eligible members of the chartered local chapters and members shall hold the same membership status as in their respective local chapters.
- Section 2. A local chapter must have at least seven members and all members of the State Association must be members of the National organization to qualify for a charter. Exceptions will be made for combination programs by the State Director.

Section 3. Each local chapter, district, and the State Association shall be open for membership to all students regardless of race, sex, color, 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 the Kansas Association of SkillsUSA Kansas are:

ACTIVE MEMBERSHIP: Students enrolled in a coherent series of courses or career major that prepares them for further education and/or employment related to trade, industrial, technology and health occupations and who are earning credit toward a diploma/certificate or its equivalent.

PROFESSIONAL MEMBERSHIP: Persons associated with or participating in the professional development of SkillsUSA Kansas as approved by the state association. Such members shall include chapter advisors, teacher educators, and supervisors. Professional members will pay dues as established by SkillsUSA Kansas but will be ineligible to serve as national delegates, hold office, or otherwise represent the state association in State or National SkillsUSA

ALUMNI MEMBERSHIP: Former Active members who are no longer enrolled in trade, industrial, technology and health occupations education. Although Alumni members pay dues and may participate at the state and national level through the Youth Development Foundation, they are not eligible to serve as national and state delegates, hold national or state office for the state active association membership. Charters may be issued for local and state alumni associations. The National Alumni Coordinating Committee oversees contributions to the Skills USA Alumni Fund, a fund which supports a variety of worthwhile projects for active SkillsUSA members.

HONORARY LIFE MEMBERSHIP: Individuals who have made significant contributions to the improvement and development of SkillsUSA Kansas and trade, industrial, technology and health occupations education whose membership has been approved by the Executive Council upon the recommendation of a local chapter. Such membership shall not require payment of dues.

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

ARTICLE V – STATE OFFICERS

Section 1. The State Officers of the Kansas Association of SkillsUSA shall be President, Vice-President, Secretary, Reporter, Treasurer, Parliamentarian and Historian for each division (High School and College/Postsecondary).

Section 2. The High School State Officers shall be elected by the voting delegates at the Kansas SkillsUSA Championships annually and shall serve a one-year term.

The College/Postsecondary State Officers shall be elected by voting delegates at the State Fall Leadership Conference annually and shall serve a one-year term.

Section 3. A credentials committee may be appointed by the SkillsUSA Kansas State Director to evaluate credentials prior to the election at State Leadership Conference. Credentials in the form of an application for State Office must be received by the SkillsUSA Kansas State Director not later than fifteen days prior to the dates of the Fall State Leadership Conference or the Kansas SkillsUSA Championships.

Section 4. Should the presidency be vacated, the vice-president shall succeed to the office and the vice-presidency shall be filled by the SkillsUSA Kansas State Director. Vacancies in any other of the State offices shall be filled by the first runner-up of the state officers' election. If this is after the State Officer Training Session – the candidate will have to be examined before serving in the office. If only one person ran for the office, then the office will remain unfilled unless filled by appointment of the SkillsUSA Kansas State Director.

ARTICLE VI – QUALIFICATIONS FOR STATE OFFICE

Section 1. Candidates for a State office shall have:

- Active membership status.
- Endorsement of their advisor and school administrator
- One full school year remaining in a career and technical education program.

Section 2. All candidates for a state office must file their candidacy for office with the SkillsUSA Kansas State Director not later than fifteen (15)

days prior to the date of the State Fall Leadership Conference for college/postsecondary candidates and the Kansas SkillsUSA Championships for high school candidates.

Section 3. A member shall not be eligible to hold the same state office more than one (1) year.

Section 4. Nominations shall not be allowed from the floor.

ARTICLE VII – HOUSE OF DELEGATES

Section 1. The number of voting delegates shall be based on the current year's membership for high school elections. The current membership is that membership filed with the National SkillsUSA office on February 1 of each year. The number of voting delegates shall be based on the previous year's membership for college/postsecondary elections. Official voting delegates from local sections shall be determined according to the following schedule:

There shall be one (1) delegate for every ten (10) active registered members, or fraction thereof.

Section 2. Student delegates, contestants or participants at a state meeting shall not be recognized or seated unless they are accompanied by one or more advisor(s) from their respective districts.

Section 3. Voting delegates for the National Leadership & Skills Conference shall be determined from the current state officers in both divisions based on the number of delegates Kansas is eligible to bring. The State Director working with the Board of Directors will make this determination.

Section 4. The Kansas National Leadership Conference Delegation shall have a chair, national officer candidate campaign manager and other members as needed to fill all of the Kansas delegation seats on the floor of the National House of Delegates. National officer candidates endorsed by the Kansas House of Delegates will automatically be named as alternate voting delegates by the SkillsUSA Kansas State Director and Board of Directors.

Section 5. The number of Kansas Delegates to the National Leadership Conference will be determined in accordance with Article VIII, Section 1, of the National SkillsUSA High School Constitution and

Article VIII, Section 1, of the National SkillsUSA College
Postsecondary Constitution.

ARTICLE VIII – MEETINGS

- Section 1. A State Fall Leadership Conference shall be held in the fall of each year.
- Section 2. At the State Fall Leadership Conference, the SkillsUSA Kansas State Director shall present the proposed budget for the current membership year.
- Section 3. The Kansas SkillsUSA Championships shall be held each spring.
- Section 4. In order to conduct business at any House of Delegates or Executive Council meeting, a quorum must be present. A quorum is herein defined as fifty-one (51) percent of the delegates being present.
- Section 5. The Executive Council shall be empowered to call special meetings with the approval of the SkillsUSA Kansas State Director.
- Section 6. The Executive Council shall conduct meetings on a regularly scheduled basis with the dates being set at the beginning of the membership year. Special meetings may be called by the SkillsUSA Kansas State Director.
- Section 7. A member of the Executive Council may give power of attorney (proxy) to an ex officio member or another member of the Council. Power of attorney shall be in writing or, in an emergency; proxy may be telephone and followed by a letter.

ARTICLE IX – FINANCES

- Section 1. State dues shall be set annually by delegates at the State House of Delegates Assembly. These dues become effective the following year.
- Section 2. National dues will be assessed in accordance with the amount set by the National House of Delegates.
- Section 3. Chapters which have paid membership dues in full on or before February 1 of each school year shall be designated as chapters in

good standing. Only chapters in good standing at that time shall be allowed to participate in the Kansas SkillsUSA Championships.

ARTICLE X – AMENDMENTS

Section 1. The constitution and Bylaws may be amended as follows:

A proposed amendment must be presented in writing to the SkillsUSA Kansas State Director thirty (30) days prior to a State meeting. The amendments shall be reviewed by the State Executive Council. Following the review by the Executive Council, proposed amendments will be sent to each chapter 60 days prior to the House of Delegates session at the Kansas SkillsUSA Championships. Amendments must be presented for vote at an official business meeting of the House of Delegates. Amendments to the Constitution shall be adopted upon two-thirds affirmative vote of the House of Delegates. Amendments of the Bylaws shall be adopted by a majority of the House of Delegates.

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

ARTICLE XI – BYLAWS OPERATING POLICIES

Section 1. Bylaws shall be adopted by a majority vote of the House of Delegates.

Section 2. Operating policies shall be adopted as determined by the State Executive Council and SkillsUSA Kansas Board of Directors.

Section 3. Such bylaws shall be adopted as are deemed necessary for the proper conduct of this organization.

Section 4. No rules, regulations or bylaws shall be adopted which are contrary to this Constitution or the National SkillsUSA Constitution.

Section 5. In all meetings, *Robert's Rules of Order, New Revised*, shall serve as standard procedure.

Section 6. Each SkillsUSA Kansas member shall be held responsible for his or her own conduct while wearing the SkillsUSA Kansas official dress and/or while in active participation at a SkillsUSA Kansas function.

Incidents involving inappropriate conduct when reported to the State Director will be reviewed in consultation with the Board members for possible disciplinary action.

- Section 7. A section as herein defined shall be that group of students pursuing the same training under a section advisor, having its own slate of officers and activities. If a section advisor declares two or more sections because of an a.m./p.m. split or high school college/postsecondary split in enrollment, each section should have its own set of officers. Separate membership application forms must be submitted for each section.
- Section 8. A chapter as herein defined shall be all the students and/or sections in a single school.
- Section 9. The Board of Directors for the Kansas Foundation of SkillsUSA will be organized according to the Bylaws of the Kansas Foundation of SkillsUSA Kansas, Inc.

Revised Spring 2000

Revised Fall 2004 for National Name Change & terms

Revised and amended Spring 2007