

**MEMO TO:** SkillsUSA New York  
**FROM:** M. Kathie Collins  
**RE:** Memo #1 - 2009 – 2010 School Year  
**DATE:** August , 2009

**“Take what you got, make what you need”**

Gullah saying

Enclosed with this memo

- **National SkillsUSA Change of Address**
- Web site addresses
- **Theme for 2009 – 2010**
- New York SkillsUSA state office information
- Who to Call List
- Advisor Information Sheet
- 2009– 2010 State Calendar
- List of 2009– 2010 State Officer Team
- **Fall Leadership Information – see separate packet**

**Please check the Who to Call List, Contact Persons Have Changed**

## **National SkillsUSA Change of Address Notice**

Please update your own address book or files, and PLEASE pass on to your school accounting office or the person responsible of National SkillsUSA correspondence. EFFECTIVE IMMEDIATELY, SkillsUSA requests that ALL correspondence, including payment for membership, rosters, or any other mail, to be sent to the following address:

**SkillsUSA  
14001 SkillsUSA Way  
Leesburg, VA 20176-5494**

### **FALL CONFERENCE NEWS**

**Fall Conference November 1 – 3, 2009  
Holiday Inn Conference Center  
Liverpool, New York**

**Same Rates as 2006!!!!**

**Go to Separate Fall Conference Packet for Full Details**

**Per National SkillsUSA, all participants at the Fall Conference are to be registered SkillsUSA members before attending the conference.**

**The New York State Board of Trustees is requesting that each New York State SkillsUSA chapter sends at least one advisor to the Fall Conference advisor training and provide that advisor with a laptop computer for the interactive session with Bruce Potter, National SkillsUSA staff.**

## **MEMBERSHIP INFORMATION**

All State Coordinator/National Liaison memos, Financial Officer/Membership Director information, Conference Manager information and Skill Coordinator information will be posted to the website (nysskillsusa.org). and not mailed. Posting to the website will allow members, all advisors, school administrators, parents and industry partners to know what is happening with New York State SkillsUSA. Please check the web site every week to see if there are new postings. **All forms will also be posted to the site. NO FORMS WILL BE SENT TO CHAPTERS.**

**All membership is to be sent to the Nationals electronically** (see skillsusa.org for detailed directions). The entire procedure is outlined in your membership kit. No membership will be counted by the New York Association until National SkillsUSA receives payment. When the check is received, the membership will be processed and sent to New York SkillsUSA. When you enter membership, you will be adding type of membership, home address, home telephone number, Career and Technical School, Career and Technical Program. This electronic processing of membership will allow Financial Officer Midge McCloskey to more easily verify membership at the time of our state conference. All membership registrations are electronically acknowledged by National SkillsUSA. *Our Spring Conference Registration is now done electronically allowing for an automatic verification of membership. (August 2004 Board policy)*

## **TOTAL PARTICIPATION CHAPTERS (IMPORTANT, PLEASE READ)**

Please Review your National Contract. YOU MUST purchase PDP materials for each student in your school. If you are not purchasing the number of books corresponding to your numbers, you must provide an inventory of materials still held AND purchase educational/curricular materials in the dollar value of those books not purchased. ALL TOTAL PARTICIPATION CONTRACTS, PURCHASE ORDERS AND INVENTORIES must be **received for review to Kathie Collins, prior to December 15, 2009.** (THIS IS NEW, the NYS Board of Trustees requires chapters applying for Total Participation to meet the National Contract Requirements). Two chapters cannot join under one school contract, they must join under a district contract.

(Note: NYS has not adhered to the TPP plan and was informed by National SkillsUSA that contract provisions must be met in order to be signed by the State Authorized Signatory.)

**Membership Rosters and Dues.** You should shortly be receiving the SkillsUSA membership kit. If not, please call the national office at 1-800-355-8422. If you are a new advisor, nationals may not have your name and the kit may have been sent to last year's advisor, please check with them. NYS is a "Super Service State". All dues are sent directly to National SkillsUSA.

If you are a 100% chapter, check the appropriate box. This means that 100% of the students in the classroom are members. List sections separately, NOT as "multi-occupational". Strive for 100% in your school. ***Remember the roster must be sent electronically and enrollment and payment must be received before March 1, 2010.***

***NYS Board Policy states that to participate in Regional Contests students must be registered and paid members.***

Student dues \$ 8 National plus \$5 State =\$ 13 plus area or local dues.  
Professional dues \$14 National plus \$5 State = \$19 plus area or local dues.  
**All SkillsUSA New York staff, advisors, board of trustees, education team, skills team, must be paid Professional members (2001/2 Board action).**

To assist professional members and non-school personnel who do not have the availability of a SkillsUSA chapter to submit dues to, Midge McCloskey will be accepting Professional dues at the Fall Leadership Conference.

### **WEB SITES:**

New York: [www.nysskillsusa.org](http://www.nysskillsusa.org)  
National SkillsUSA [www.skillsusa.org](http://www.skillsusa.org)

### **Item #1**

**The State and National Theme for 2009 – 2010 is:**

## **SkillsUSA: Champions at Work** **Connecting the Opportunities**

The SkillsUSA Championships theme for the 2009-2010 school year is "SkillsUSA: Champions at Work – Connecting the Opportunities." This is the theme for the Chapter Display, Prepared Speech and Promotional Bulletin Board contests.

Within this topic, contestants might illustrate or discuss any of the following:

How SkillsUSA's professional development opportunities motivate students to be the best they can be in their technical skill development and in their personal and professional development.

How members grow professionally by connecting with educators, community leaders, and business and industry representatives. SkillsUSA connects students to education and employment opportunities.

How students attending SkillsUSA leadership conferences and competitions develop professionally as they make connections with other students having similar interests. Through SkillsUSA, they network across their state, region and the nation.

How SkillsUSA provides opportunities for students to participate in a balanced program of work in which they can practice and demonstrate leadership, technical skills, teamwork, team building, creativity and management.

How SkillsUSA increases productivity by cultivating a highly skilled and knowledgeable work force to meet 21st century needs.

How SkillsUSA is the national organization for public high school and college/postsecondary technical students enrolled in trade, technical and skilled service profession instructional programs including allied health occupations.

How SkillsUSA participation prepares each member for entry into the work force.

How each SkillsUSA member can demonstrate excellence in career and technical education.

How SkillsUSA represents 130 different occupational areas in its affiliated instructional programs and more than 300,000 high school and college/postsecondary members nationwide.

## **Item #2**

### **The state office for SkillsUSA NY:**

M. Kathie Collins  
State Coordinator/National Liaison  
P.O. Box 203  
Meridian, New York 13113-0203  
(315) 626-9913  
Fax: none  
email: [cmary746@aol.com](mailto:cmary746@aol.com)

**Note:** The SkillsUSA New York office will be open 7:30 am – 10:00 am, Monday – Thursday (after October 15<sup>th</sup>). E-mail me if you need to reach me during the business day and you will have a reply the next business day.

Item #3

# “Who to Call”

## SkillsUSA New York NEW YORK STATE ASSOCIATION WHO TO CALL IF YOU NEED INFORMATION

### QUESTIONS CONCERNING

Advisor Name Change  
Address Changes – Clubs  
Membership Rosters/Dues  
Information and Materials  
New York State and National Policies  
State Officer Information & Training  
New York Skills Contest Information  
National Skills Contest Information

### Fall Leadership Conference

Hotel Registration  
Workshops  
Conference Registration

### Spring Conference

Hotel Registration  
Registration, Participants  
Program/Activities  
Exhibits  
Operational Committees  
House of Delegates

### National Conferences

Agenda and Dates  
Housing and Facilities  
Registration, Participants

Local Clubs Activities, Area Conferences,  
Area Training  
Additional Questions Regarding SkillsUSA

M. Kathie Collins  
State Coordinator  
315 – 626-9913  
Fax NONE  
[cmary746@aol.com](mailto:cmary746@aol.com)

Midge McCloskey  
SkillsUSA-Financial Officer  
585-352-2462  
Fax 585-352-0756  
e-mail [mmcclosk@monroe2boces.org](mailto:mmcclosk@monroe2boces.org)

Katrina Fiorenza

Conference Manager  
315-942-2306 (after 6 pm)  
[kafio2306@gmail.com](mailto:kafio2306@gmail.com)

John Fernandez  
Team Manager  
631 – 588-3199  
[jf\\_132@hotmail.com](mailto:jf_132@hotmail.com)

### CONTACT

M. Kathie Collins, Midge McCloskey  
M. Kathie Collins, Midge McCloskey  
Midge McCloskey  
M. Kathie Collins/National SkillsUSA  
M. Kathie Collins  
John Fernandez  
Ellen Coughlin  
Ellen Coughlin  
M. Kathie Collins

M. Kathie Collins  
Midge McCloskey  
John Fernandez/M. Kathie Collins  
Midge McCloskey

M. Kathie Collins  
Katrina Fiorenza  
Midge McCloskey  
M. Kathie Collins  
Rose Hurd  
M. Kathie Collins  
John Fernandez

M. Kathie Collins  
M. Kathie Collins  
M. Kathie Collins  
Midge McCloskey

Area Administrator Trustees/  
Advisor Trustees  
M. Kathie Collins  
Area Advisor Trustees  
Area Adminis. Trustees

Ellen Coughlin  
Skills Coordinator  
607—674-9604 (after 6 pm)  
e-mail...[donelfarms@frontiernet.net](mailto:donelfarms@frontiernet.net)

Rose Hurd  
Revenue Manager  
315 – 638-0694  
[rhurd@twdny.rr.com](mailto:rhurd@twdny.rr.com)

**Item # 4**

LEAD ADVISOR INFORMATION FORM

**New York SkillsUSA**

**M. Kathie Collins  
SkillsUSA New York Coordinator  
P.O. Box 203  
Meridian, New York 13113-0203**

**Please complete this form and MAIL to the above address no later than October 1<sup>st</sup>.**

**We ask this form to be mailed to insure that we receive this necessary information.  
We ask you to mail this form YEARLY, to insure we have current information**

**Lead Advisor:** This person is responsible for duplicating and sharing information concerning SkillsUSA with the instructors and/or students in a school. Please send only ONE contact name. The Lead Advisor will be the only person receiving information for the club at a school. All Coordinator's memos will be posted to the nysskillsusa.org web site (**they will not be mailed**).

Lead Advisor \_\_\_\_\_

e-mail address(**MANDATORY**) \_\_\_\_\_

**School Name\*:** \_\_\_\_\_

Street Address: \_\_\_\_\_

City & State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Telephone: Area Code \_\_\_\_\_ Number \_\_\_\_\_ Ext \_\_\_\_\_

Home Telephone Area Code \_\_\_\_\_ Number \_\_\_\_\_

Best Time to Call: A.M. \_\_\_\_\_

P.M. \_\_\_\_\_

Fax: Area Code \_\_\_\_\_ Number \_\_\_\_\_

**The State Association must have both a telephone number after 5 pm and an e-mail address. SkillsUSA New York Office is open Monday – Thursday 7:30 am – 10:00 am.**

**\*The school name you give us will be the one used on all communications, registrations, programs, certificates and awards. Please make sure the name is the complete correct school name, not an abbreviation or district name, unless that is the name you wish SkillsUSA New York to use.**

Item # 5

**2009 – 2010 SkillsUSA New York Calendar**

August 11 – 16, 2009	State Directors Association Meeting, Charleston, SC
August 18 – 21, 2009	State Officer Training, Grand Island, New York
August 19 – 20, 2009	Staff Meeting, Grand Island, New York
September, 17, 2009	Board of Trustees Meeting, Albany, NY
September 19 -23, 2009	WLTI, Hilton Washington-Dulles, Herndon, VA
October 30, 2009	
October 31, 2009	State Officer Meeting, Holiday Inn, Liverpool, NY
November 1 -3, 2009	Fall Leadership Conference, Holiday Inn, Liverpool, NY
January 20 -23, 2010	State Directors' Board Meeting, Ft. Lauderdale, FL
February 4–6, 2010	State Officer Meeting, Embassy Suites, Syracuse, NY
February 6, 2010	State Officer Screening, Embassy Suites, Syracuse, NY
March 2, 2010	Legislative Day, Albany, NY (State Officers, BoardMembers)
April 14 – 16, 2010	NYS SkillsUSA Skills Championships, OnCenter, Syracuse, NY
June 20 – 26, 2010	SkillsUSA National Conference, Kansas City, Mo.

Item # 6

**State Officers 2009 – 2010**

John Fernandez, Team Manager, Fred Castro, Asst Team Mgr; Tara Pawlowski, Asst Team Mgr

**President: Brian Garcia**, Bohlen Tech  
**Secretary: Jordain Forney**, H.G. Sackett Tech Center  
**Treasurer: TiAna Brown**, WE-MO-CO CTE  
**Reporter: Maisie Sutton**, DCMO BOCES, Chenango Campus  
**Parliamentarian: Khris Bird**, Questar III – Rensselaer Ed  
**Area I VP: Margaret Maslyn**, Finger Lakes Tech and Career Center  
**Area II VP: Vacant**  
**Area III VP: Donnie Long**, Southern Adirondack Education Center  
**Area IV VP: Vacant**  
**Area V VP: Vacant**  
**Area VI VP: Alexandra Simone**, L.A. Wilson Tech

## **Informational Items**

1. National SkillsUSA has become an important voice in advocacy for Career and Technical Education, encourage your staff and industry partners to become professional Skills members. **It is Board Policy that ALL ADVISORS (this includes ALL adults attending SkillsUSA Conferences) must be paid members (October 2002).**
2. For your Post-Secondary students, direct all inquires to Craig Clark, Post-Secondary Director, [clarkcr@alfredtech.edu](mailto:clarkcr@alfredtech.edu)
3. Have your chapters look to Tech Prep Showcases . These allow for a great year-long project for new vision programs and are a great way for your students to experience the National SkillsUSA Conference.
4. The following promotional statement must appear on all SkillsUSA state/chapter web home pages. “SkillsUSA is a partnership of students, instructors, and industry working together to ensure America has a skilled workforce. We help each student to excel.”

Next memo will be posted at the end of September following WLTI