

SkillsUSA Idaho Board of Directors' Goals

At a December 1st, 2007 Board meeting the Board of Directors set the following long-range goals for SkillsUSA Idaho. These goals were validated at a June, 2009 Board meeting.

1. Lower costs to student at all SkillsUSA Idaho activities
2. Implement and enforce dress codes for all SkillsUSA Idaho events
3. Implement a 10% late fee on all registrations after posted deadlines, plus a one week complete cutoff before any contest
4. Find more ways to outreach to rural and under-served areas of Idaho (related to the 5-year plan for regionalization). Continue the state officer's Good Will Tours.
5. Conduct the state Pin, T-Shirt, and Banner contests by electronic means so that more SkillsUSA members can participate.

SkillsUSA Idaho Board of Directors' 5-Year Plan

Regionalization Plan for SkillsUSA Idaho:

1. Split state into three geographic regions (with 3 regional Coordinators – one for each region)
2. Three leadership training events (FLCs) – 1 to 1-1/2 day, in each region
3. Three regional competitions that are the same quality as the state – 1 to 1-1/2 day, approximately one month before SLSC
4. Rotating state conference (SLSC) among the three regions

Plan for the 2009 – 2010 School Year:

State Coordinator = Marlin Gaines
3 Regional Coordinators = East (Marlin Gaines), North (Tate Smith),
Southwest (Marlin Gaines)
3 FLCs = LCSC, ISU, CWI
2 Regional Contests = North (LCSC), East (EITC)
State Leadership and Skills Conference = Treasure Valley

Plan for 2010 – 2012 School Years:

See attached matrix

SLSC Conference and Contest Locations
2008 – 2012

Date	Event	NIC	LCSC	CWI	CSI	ISU	EITC	Rotating State
2008	North FLC		X					
2009	North Contest		X					
2009	North FLC		X					
2010	North Contest	X						
2010	North FLC	X						
2011	North Contest		XX					State = Lewiston
2011	North FLC		X					
2012	North Contest	X						
2008	SW FLC				X			
2009	SW Contest			XX				State = Boise
2009	SW FLC			X				
2010	SW Contest			XX				State = Boise
2010	SW FLC				X			
2011	SW Contest			X				
2011	SW FLC			X				
2012	SW Contest				X			
2008	East FLC					X		
2009	East Contest						X	
2009	East FLC					X		
2010	East Contest						X	
2010	East FLC					X		
2011	East Contest						X	
2011	East FLC						X	
2012	East Contest					XX		State = Pocatello

Notes:

1. Until the 2011 SLSC in Lewiston, regional contests will NOT serve as pre-qualifying contests for the state contest.

2. In order to give Lewiston and Pocatello more time to prepare for their contests, the SLSC will remain in Boise for 2009 and 2010. After that, rotation to the three regions begins.

3. When the state contest (SLSC) comes to a region, there is no regional contest for that region. All students from the host region may compete in the state contest. After 2010, students from the other two regions must pre-qualify to attend and compete at the state contest.

SkillsUSA Idaho
Board of Directors
Calendar and Action Table

Month	SkillsUSA Event	Board Actions
January		
February		1. Winter Board Meeting - SLSC Budget reviewed - Select Advisor of the Year
March	Regional Contest(s)	1. Attend if possible – help Director
April	SLSC	1. Attend SLSC – help Director 2. Spring Board Meeting (face-to-face) - NLSC budget reviewed 3. Hand-out SLSC awards 4. Announce Advisor of Year
May		
June	PTE Summer Conf.	1. Annual Board Meeting (face-to-face) - Approve all (preliminary) budgets for next year (July – June) - Set goals for next year - Elect new Board members
	NLSC	2. Board member drives U-Haul (?)
July		
August		
September	WLTl	1. Fall Board Meeting - WLTl, FLC, & Good Will Tour budgets reviewed - Board responsibilities at FLC reviewed -Vice Chair assigns duties to Board members
October	Northern FLC Southern FLC	1. Attend FLC if possible 2. Hand-out FLC awards
November	Officer's Good Will Tour	
December		1. Winter-break Board Meeting - Regional contest budget reviewed

SkillsUSA Idaho Board of Directors Meetings:

1. Five total in year, meeting approximately once every two months.
2. Spring & Summer meetings are face-to-face, others teleconference.

SkillsUSA Idaho
Board of Directors Policy
001-2007

**PROCESS FOR ACCESSING THE SHO UEDA MEMORIAL SCHOLARSHIP
FUND FOR SKILLSUSA IDAHO LEADERSHIP CONTEST WINNERS**

Background

After the SLSC and before the NLSC, all SLSC leadership contest winners who will attend NLSC (normally 1st place winners) are offered a \$100 scholarship to assist them to attend NLSC. The Sho Ueda Memorial Scholarship fund was established to fund these scholarships. Procedures:

Procedure

1. Only the leadership contest winner who is representing Idaho in that leadership contest at NLSC will be offered the scholarship.
2. If no one represents Idaho in that leadership contest, the \$100 is not expended.
3. No money actually exchanges hands between SkillsUSA Idaho and the contestant. When the recipient of the \$100 scholarship is identified, that individual is credited for \$100 against the NLSC bills (which includes NLSC registration and hotel and which are paid for by SkillsUSA Idaho).
4. After the NLSC, SkillsUSA Idaho reconciles the expenditure of the \$100 per leadership contestant attending NLSC with the Sho Ueda Memorial Scholarship account (whether that is held by BSU or the PTE Foundation or some other entity). The total amount of the scholarships is transferred to SkillsUSA Idaho from the Sho Ueda Memorial Scholarship fund.

Approval

Based on majority approval of the members of the Idaho SkillsUSA Board of Directors, this policy is approved effective: _____

Chair, SkillsUSA Idaho Board of Directors

SkillsUSA Idaho
Board of Directors Policy
002-2007

POLICY FOR ARRANGING EQUIPMENT TRANSPORTATION TO NLSC

Background

The SkillsUSA Idaho Board of Directors has approved sending a U-Haul trailer to Kansas City for the National Contest in June. This U-Haul will be used for freighting heavy items so that contestants do not have to lug them onto airplanes and/or pay exorbitant fees to have them shipped. The items that can be freighted include tool boxes, computers, printers, and large displays. The U-Haul will bring the items back to Idaho at the completion of the contest.

The driver and U-Haul will depart Idaho well before the NLSC and will deliver the contest materials directly to Bartlett Hall on the Monday of NLSC, so they will be there awaiting contestant arrival on Tuesday of NLSC. All items will be labeled so that all materials make it to the correct contest venues.

Shipping Chapters will be charged a fee set by the Board that will still be cheaper than each school shipping the materials via mail or UPS.

Pick up of materials needs to be coordinated between the State Advisor, State Director, and U-Haul driver so that he/she doesn't back-track all over the state. Schools sending contestants to NLSC must inform the State Advisor if they intend to send items so that an appropriately sized U-Haul can be arranged. Negative reports are required so that the state does not plan for material when schools have made other arrangements.

Funding

The cost of the U-Haul rental, driver's expenses including gas, lodging and meals, and NLSC registration for the driver will be born by SkillsUSA Idaho.

Locations. Normal pick-up and delivery locations will include:

1. NIC for Idaho panhandle Chapter items.
2. LCSC for Clearwater Valley Chapter items.
3. Nampa for Nampa/Skyview/Columbia and western Idaho Chapter items
4. Meridian for MTCHS, PTEC, Boise, and BSU Chapter items.

5. CSI for CSI, Jerome, Gooding and Cassia (Burley) Chapter items.

6. ISU for BYU Idaho, EITC, Blackfoot, and ISU Chapter items.

Approval

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Chair, SkillsUSA Idaho Board of Directors

SkillsUSA Idaho
Board of Directors Policy
003-2007

**POLICY FOR SELECTING THE SKILLSUSA IDAHO ADVISOR OF THE YEAR
(AOY)/NOMINEE FOR NATIONAL AOY**

1. Applicants will use the national application (so they don't have two different applications). References and photo are not required until final submission to national.

2. Nominations will be solicited in the fall of school year. State Director solicits nominations by email. Nominated by self and peers. Due date = end of December.

3. Selection of state winner

Selected by Board of Directors at the January or February Board meeting. Thank you letters sent to all applicants. State winner requested to complete national application with submission of references and photo.

4. Recognition

State winner announced and recognized (plaque) at the state leadership and skills conference (SLSC) in April.

5. National application

State winner (announced in April) becomes the state's nominee for the national-level award for the following year. That application (now requiring the references and photo) is due in December. Applicant works with State Director to put together national package.

Approval

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Chair, SkillsUSA Idaho Board of Directors

SkillsUSA Idaho
Board of Directors Policy
004-2007

POLICY FOR NATIONAL OFFICER CANDIDATES

1. SkillsUSA Idaho will pay the National Leadership and Skills Conference (NLSC) registration fee for any SkillsUSA Idaho member who is a candidate for national office.

2. SkillsUSA Idaho members who are candidates for national office are eligible to receive leadership grants from the Sho Ueda fund just as if they are leadership contestants at the national level.

3. SkillsUSA Idaho will match expenses toward campaign items expended by SkillsUSA Idaho members who are candidates for national office, up to a maximum of \$200, as long as the campaign materials and expenses meet the requirements of the national officer campaign rules.

Approval

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Chair, SkillsUSA Idaho Board of Directors

SkillsUSA Idaho
Board of Directors Policy
005-2007

POLICY FOR INTERNET POSTING FOR SKILLSUSA IDAHO STATE OFFICERS

State Officers using Facebook, MySpace, YouTube or other Public Sites

As an officer for SkillsUSA Idaho, you are a public figure. As an officer you represent your school, your state association and the national SkillsUSA association. As you post content to personal Web pages, Facebook, MySpace, YouTube or other sites, keep in mind that people you do not know (including potential employers) might “look you up” in cyberspace or Google your name. Be sure your personal materials including comments, photographs, video or sound files would not embarrass you if they were viewed by SkillsUSA staff, business partners, instructors or others.

E-mail addresses

If your personal email address does not project a professional image, create a new email address for SkillsUSA correspondence. Be sure to check e-mail daily during your term of office as travel opportunities are often offered via e-mail.

Consequences

If you post inappropriate or unapproved material, you will be on probation as an officer and subject to the consequences of the Board of Directors of SkillsUSA Idaho.

Statement Regarding Internet Posting in Officer’s Contract

The following statement will appear on the application for SkillsUSA Idaho State Officer in the Contract Section:

As an officer of SkillsUSA Idaho, I will represent my organization and state with respect. This means that for my term of office any content I post on Websites such as MySpace, Facebook, YouTube or other sites, and my email address, must be reviewed by an authorized adult such as my advisor, parent, or guardian. I also understand that these Websites, and my email account, will be monitored and I may be requested to remove material found to be disrespectful of SkillsUSA Idaho.

The following reminders apply to all SkillsUSA Idaho members in regard to Internet posting:

Don't forget that your profile and posting onto open forums are public.

Don't post anything you wouldn't want the world to know (e.g., your phone number, address, IM screens name, or specific whereabouts). Avoid posting anything that would make it easy for a stranger to find you, such as where you hang out every day after school.

People aren't always who they say they are. Be careful about adding strangers to your friends list. It's fun to connect with new friends from all over the world, but avoid meeting people in person whom you do not fully know. If you must meet someone, do it in a public place and bring a friend or trusted adult. With the freedom to post what you want comes the responsibility to do so in your interests not only for today, but also for whom and what you want to be tomorrow. Also think of your personal safety. Cyberspace can have the effect of creating an illusion of intimacy that could prove dangerous for you in reality. Use the manners and mores of behavior in physical space both in how you present yourself and how you interpret other people on-line as a guide.

Harassment, hate speech and inappropriate content should be reported. If you feel someone's behavior is inappropriate, react. Talk with a trusted adult, or report it to the authorities. Also, watch what you say! If you post an alleged fact about someone that proves incorrect, you may be liable for damages under either defamation or libel. Moreover, if you post photographs or information about someone that can be construed to be an "invasion of their privacy", or "false light", or "misappropriation of likeness", then you may be liable for a tort under the broad rubric of "privacy."

Don't post anything that would embarrass you later. Think twice before posting a photo or info you wouldn't want your parents or boss to see! Think about not only your marketability today, but who you might want to be in five or ten years when posting an "identify" on the Internet. Remember, you must be willing to go through the bureaucracies of at least three to five search engine companies to remove cached material from the Internet.

Don't mislead people into thinking that you're older or younger. If you lie about your age, reputable sites will delete your profile.

Don't give out your password to anyone, not even your boyfriend, girlfriend or best friend. Be sure to customize your privacy settings on the [Privacy](#) page if you are uncomfortable being found in searches or having your profile viewed by people from your school, workplace or regional network. Remember, unless you're prepared to attach something in your profile to a resume or scholarship application, don't post it.

Approval

Based on majority approval of the members of the Idaho SkillsUSA Board of Directors, this policy is approved effective: _____

Chair, SkillsUSA Idaho Board of Directors

SkillsUSA Idaho
Board of Directors Policy
001-2008

POLICY FOR ELIGIBILITY FOR STATE CONTEST PARTICIPATION

1. SkillsUSA National Technical Standards state that contest eligibility is: “Open to active SkillsUSA members enrolled in programs with _____ as the occupational objective.” The blank is filled in with the program name, which often is the same as the contest title.
2. “Active SkillsUSA members...” means that the student is a member in good standing of a SkillsUSA Chapter within a public or professional-technical high school or college; with current membership dues paid in the state and national SkillsUSA organizations.
3. “Enrolled in programs ...” means that the student is currently enrolled, or was enrolled in the immediate past year, in a program funded by the Idaho Division of Professional Technical Education. This policy prevents home-schooled and private-schooled students from competing, unless they are also currently enrolled, or were enrolled in the immediate past year, in a professional-technical program at a regular or professional-technical school.
4. “Programs with _____ as the occupational objective” means that the students’ program matches the contest for which he is registering. In other words, students may only register for contests that match the program of study that they are undertaking at their school. For example, a student enrolled in a Graphic Communications program may compete in either the advertising design or web design contests (because they align the instructional program with the contest) but would not be allowed to compete in architectural design.
5. A waiver to the above policy may be requested from the SkillsUSA Idaho Board of Directors. A request for waiver by the student’s Advisor must be received by the Chairman of the SkillsUSA Idaho Board of Directors by March 1st preceding the state contest (normally held in April). Waiver requests may be mailed or emailed to the SkillsUSA Idaho State Director who will forward them to the Chairman of the Board.
6. A list of contests and the programs that normally compete in those contests is provided in Appendix One to this policy.
7. The form used to request a waiver from the Board of Directors is contained in Appendix Two to this policy.

Approval

Based on majority approval of the members of the Idaho SkillsUSA Board of Directors, this policy is approved effective: _____

Chair, SkillsUSA Idaho Board of Directors

Appendix One

SLSC CONTEST	APPROVED PROGRAM OF STUDY
3D Visualization & Animation	IST-Interactive Media
Advertising Design	IST-Interactive Media
	Graphic Communications
Architectural Drafting	Drafting
Automotive Service Technology	Automotive Service Technology
Automated Manufacturing Technology	Automated Manufacturing Technology
Aviation Maintenance	Aviation Maintenance
Broadcast News Production (News Anchor)	Broadcasting
Cabinetmaking	Cabinetmaking
Carpentry	Construction
CNC Milling	Automated Manufacturing Technology
	Machining
CNC Turning	Automated Manufacturing Technology
	Machining
Collision Repair	Collision Repair Technology

Commercial Baking	Commercial Baking
Computer Maintenance Technology	Network Support
	IST-Information Support
Computer Programming	IST-Program Development
Culinary Arts	Culinary Arts
Diesel Equipment Technology	Diesel Technology
Electronics Technology	Automated Manufacturing Technology
	Electronics Technology
Heating, Ventilation, A/C	Heating, Ventilation, A/C
HTI	HTI
Internetworking	IST-Network Support
Masonry	Construction
	Masonry
Mobile Electronics	Electronics Technology
Commercial Photography	IST-Interactive Media
	Journalism
	Graphic Communications
	Commercial Photography

Precision Machining Technology	Industrial Mechanics
	Machining
Refinishing	Collision Repair Technology
Robotics and Automation	Electronics Technology
	Automated Manufacturing Technology
Technical Computer Applications	IST-Information Support
Technical Drafting	Drafting
Telecommunication Cabling	IST-Network Support
Television(Video) Production	IST-Interactive Media
	Broadcasting
Web Design	IST-Interactive Media
Welding	Industrial Mechanics
	Welding

SkillsUSA Idaho
Board of Directors Policy
002-2008

POLICY FOR THE ELECTION OF STATE OFFICERS

Background

- 1, SkillsUSA Idaho has two divisions of student members, secondary and post-secondary. Following the national SkillsUSA model, state officers will be elected in both Divisions.
2. The opportunity for nominating committee and elector delegates from across the state to gather occurs at the State Leadership and Skills Conference (SLSC) in April of each year. It is at the SLSC that state officer election will take place.
3. The state officer "term" is one year; normally from SLSC to SLSC.
4. Following the national SkillsUSA model, SkillsUSA Idaho will elect five secondary officers and five post-secondary officers.

Assignment of Officers to Specific Duties

1. Following the national SkillsUSA model, state officers in each Division are elected to a "slate", and not to specific positions. After the state officers have been observed at state, regional, and national (as applicable) officer training in the summer immediately following their election, the officers will be assigned to positions that best fit their abilities and serve the state association's needs.
2. Assignment to a specific position will be made by the State Director and State Advisor, with input and oversight from the Board of Directors.
3. State Officer positions by Division are:

<u>Secondary Division</u>	<u>Post-Secondary Division</u>
President	President
Vice President	Regional Vice President
Secretary	Regional Vice President
Treasurer	Regional Vice President

Secondary Division (Con't)

Post-Secondary Division (Con't)

Reporter

Regional Vice President

Application Procedures

1. Applicants for state officer will submit an application; such application to be developed and updated by the State Director and State Advisor.
2. Applications must be received by the due date (immediately before the SLSC) in order for pre-screening of the application to occur.
3. Applications will include a signatory page for applicant, advisor, and parent (if the applicant is under 18) acknowledging the obligations, including travel and attendance at mandatory events, of the applicant if they are subsequently elected to state office.

Limits

1. In order to allow maximum opportunity for students to experience the leadership role of a state officer, student members will not normally be allowed to apply and/or be elected to state office for more than one, one-year term.
2. Chapters will not be allowed to submit more than two applications for state officer from their Chapter unless permission has been applied for and obtained from the Board of Directors.

Nominating Committee

1. Screening of applications and applicants will be conducted by a nominating committee of youth and adult members of SkillsUSA Idaho. Members of the nominating committee must be members in good standing of SkillsUSA Idaho in order to serve on the nominating committee.
2. Members of the nominating committee are empowered to set a screening schedule that includes time before and during the SLSC in order to review the applications and conduct face-to-face interviews with all applicants. Members of the nominating committee should not be assigned any other duties during the SLSC.

3. The objective of the nominating committee is to select the most qualified candidates for state office in each Division, and it may take several sessions of face-to-face interviews to narrow the field to the top five in each Division. If applicants for state office are also involved in state contests at the SLSC, the nominating committee will adjust their interview schedule accordingly so as to not interfere with the student's contest.

4. SkillsUSA Idaho members will be selected to the nominating committee by virtue of their position or standing within the SkillsUSA Idaho community. Members will be notified well before the SLSC of their nominating committee duties.

5. Once notified of their selection to the nominating committee, any member who feels that they have a conflict of interest may step down from nominating committee duties, at which time an effort will be made to replace them. Perceived conflicts can be brought to the attention of the Chair by any member in good standing. The Chairman of the Board of Directors of SkillsUSA Idaho will create the slate of nominating committee members and the Board of Directors will approve the final list of nominating committee members before the nominating committee is convened.

6. Membership of the nominating committee will normally consist of the following. How they are selected to serve is given in parenthesis.

1 – Member of the SkillsUSA Idaho Board of Directors (appointed by the Chairman of the Board)

3 – Immediate past state Advisors of the Year (for the immediate previous three years)

2 – Currently serving state officers, one from each Division (appointed by the President of that Division)

4 – Student members of SkillsUSA Idaho (selected at-large from Chapters without a state officer applicant in the current year)

Total = 10 member nominating committee

7. The four at-large student members of the nominating committee may be selected at the beginning of the SLSC if it is impossible to determine which Chapters will not have a state officer applicant beforehand. Random selection from among the Chapters who do not have an applicant is the best method to ensure fairness.

Special Considerations

1. Idaho is a geographically and culturally diverse state. In order to protect the interests of the diverse students who make up SkillsUSA Idaho, the nominating committee will give special consideration to the following attributes of the state officer "team" that they are nominating.

a. It is desirable for the post-secondary Division's state officer team to have representatives from as many of the state's community and technical colleges as is possible without seriously compromising the quality of the officer selection process.

b. It is desirable for the secondary Division's state officer team to have representatives from the three geographic regions of Idaho (north, southwest, and east) as is possible without seriously compromising the quality of the officer selection process.

c. It is desirable for each Division's officer team to have as culturally diverse a group of state officers as is possible without seriously compromising the quality of the officer selection process.

Approval

Based on majority approval of the members of the Idaho SkillsUSA Board of Directors, this policy is approved effective: _____

Chair, SkillsUSA Idaho Board of Directors

SkillsUSA Idaho
Board of Directors Policy
003-2008

POLICY FOR PAYING REGIONAL COORDINATORS OF SKILLSUSA IDAHO

Background

1. The Board of Directors of SkillsUSA Idaho has determined that the best, most efficient manner to deliver SkillsUSA Idaho services to all of the areas of Idaho is to create three geographic regions in the state:

North
East
Southwest

Policy

1. Three regional coordinators, one for each geographic region in Idaho, will be employed to coordinate Fall Leadership Conferences and Regional Contests. The Idaho Division of Professional-Technical Education provides the stipend for each coordinator. SkillsUSA Idaho reimburses travel for each coordinator.

2. If funds are available the three regional coordinators will travel to the State Leadership and Skills Conference (SLSC) in April and to the National Leadership and Skills Conference (NLSC) in June. SkillsUSA Idaho reimburses travel for each coordinator selected to attend SLSC and NLSC.

Approval

Based on majority approval of the members of the Idaho SkillsUSA Board of Directors, this policy is approved effective: _____

Chair, SkillsUSA Idaho Board of Directors

SkillsUSA Idaho
Board of Directors' Policy
004-2008

POLICY FOR SELECTING STATE LAPEL PIN, T-SHIRT, AND BANNER

Background

1. Every school year in the fall, SkillsUSA Idaho selects lapel pin, T-shirt, and banner designs that will be made into the lapel pins, T-shirts, and banner for that school year. These designs are submitted by SkillsUSA members, whether high school or college. The selection of winning design is the responsibility of the Board of Directors of SkillsUSA Idaho.
2. The Board of Directors of SkillsUSA Idaho has determined that the most efficient and equitable manner in which to select state lapel pin, T-shirt, and banner designs is to conduct these contests via electronic submission.

Procedure

1. The State Director of SkillsUSA Idaho will solicit designs in early September of each school year. In the solicitation email the deadline for submission will be set.
2. The Chairman of the Board of Directors will appoint members of a design review committee to review submitted designs and determine winners. Once notified of their selection to the design review committee, any member who feels that they have a conflict of interest may step down from committee duties, at which time an effort will be made to replace them. Perceived conflicts can be brought to the attention of the Chair by any member in good standing. The Chairman of the Board of Directors of SkillsUSA Idaho will create the slate of design review committee members and the Board of Directors will approve the final list of design review committee members before the design review committee is convened.
3. Chapter Advisors will collect entries by their students and will email designs to the State Director by the deadline date. In the email forwarding the designs, the Advisor will list all student names so that their membership in SkillsUSA Idaho can be verified by the State Director. Only members in good standing may submit designs.
4. The designs will be submitted in the following formats:
 - **Banner:**
Banner Design - Contest Rules
 1. One entry per student.
 2. Must be rendered in color (full color).

3. Will be created/submitted from design software package such as illustrator, CorelDraw, Freehand, or other Vector Art programs. Rasterized art from Photoshop can be used so long as it is traced/converted to Vector Art prior to submission. Submit 2 files (unless freehand).

- Original files created by the Vector Art program (i.e., .ai for Illustrator)
- PDF file of the entry - see item 4 for PDF file specifications.

4. Submit the art on a single page. The size should be no larger than 8 inches wide x 10 inches high.

5. Must include the words "SkillsUSA" and "Idaho", and the next year.

6. The SkillsUSA emblem or SkillsUSA logo (or elements of either) should not be used.

7. All copyright laws must be followed in the creation of the design.

8. All entries must include student name, advisor name, school name, chapter, and contact information.

9. All entries should be e-mailed to the State director, mlgaines@msn.com, with the subject of Idaho SkillsUSA Banner Contest, by November 15th.

10. All entries become the property of SkillsUSA Idaho once submitted.

- **T-Shirt:**

T-Shirt Design - Contest Rules

1. One entry per student.

2. Must be rendered in color (full color).

3. Indicate shirt color.

4. Front design only.

5. Will be created and submitted from design software package such as illustrator, CorelDraw, Freehand, or other Vector Art programs. Rasterized art from Photoshop can be used so long as it is traced/converted to Vector Art prior to submission. Submit 2 files (unless freehand).

- Original files created by the Vector Art program (i.e., .ai for Illustrator).
- PDF file of the entry - see item 4 for PDF file specifications.

6. Submit art on a single page. The size should be no larger than 8 inches wide x 10 inches high.

7. Must include the words "SkillsUSA" and "Idaho", and the next year.

8. The SkillsUSA emblem or SkillsUSA logo (or elements of either) should not be used.

9. All copyright laws must be followed in the creation of the design.

10. All entries must include student name, advisor name, school name, chapter, and contact information.

11. All entries should be e-mailed to the State director, mlgaines@msn.com, with the subject of Idaho SkillsUSA T-shirt Contest, by November 15th.

12. All entries become the property of SkillsUSA Idaho once submitted.

- **Pin:**

Pin Design - Contest Rules

1. One entry per student.

2. Must be rendered in color (full color).

3. Will be created and submitted from design software package such as illustrator, CorelDraw, Freehand, or other Vector Art programs. Rasterized art from Photoshop can be used so long as it is traced/converted to Vector Art prior to submission. Submit 2 files (unless freehand).

- Original files created by the Vector Art program (i.e., .ai for Illustrator).
- PDF file of the entry - see item 4 for PDF file specifications.

4. Must submit with two versions of the art on a single page. The larger (7 inches x 7 inches) is for judging, the smaller (1 inch x 1 inch) is to show what the pin will look like. Both must be identical.

5. Must include the words "SkillsUSA" and "Idaho", and the next year.

6. The SkillsUSA emblem or SkillsUSA logo (or elements of either) should not be used.

7. All copyright laws must be followed in the creation of the design.

8. All entries must include student name, advisor name, school name, chapter, and contact information.

9. All entries should be e-mailed to the State director, mlgaines@msn.com, with the subject of Idaho SkillsUSA pin Contest, by November 15th.

10. All entries become the property of SkillsUSA Idaho once submitted.

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5. The State Director will collect submissions and will deliver them to the members of the design review committee. Once the design review committee has determined their recommendation for winner in each area, the chairman of the committee will forward the names and designs to the Chair of the Board of Directors. The Board of Directors has final say on winning designs.
6. Once a winning design has been selected, the State Director will take the necessary action to purchase lapel pins, T-shirts, and the banner.
7. The winning designer will be recognized at the State Leadership and Skills Conference in April of the school year.

Approval

Based on majority approval of the members of the Idaho SkillsUSA Board of Directors, this policy is approved effective: _____

Chair, SkillsUSA Idaho Board of Directors

SkillsUSA Idaho
Board of Directors' Policy
005-2008

**POLICY FOR SOLICITING DONATIONS TO SKILLSUSA IDAHO AND
SKILLSUSA IDAHO EVENTS**

Background

1. The SkillsUSA Idaho Board of Directors has determined that it is appropriate to solicit donations from colleges, industries, foundations, and individuals to help defray the cost of operating SkillsUSA Idaho events. These donations may take the form of cash, materials, facilities, or personal time. These donations are separate from the donations that contest committee chairs and members make in order to carry out their respective contests.
2. The only entity allowed to solicit donations to SkillsUSA Idaho (except for regional and state contest donations which are made to the contest committee) is the SkillsUSA Idaho Board of Directors, and the Chairman of the Board will sign all requests for donations.

Procedure

1. Initial contact between the donor and SkillsUSA Idaho may be made by any Board member, state officer, state staff member, or advisor. After the initial contact and before the actual donation, the individual making the initial contact will inform the Board of Directors through the state director.
2. Before each SkillsUSA Idaho event (FLC, Good Will Tour, Regional, SLSC, etc) the Chairman of the Board of Directors will send formal letter requests for donations to entities that might have an interest in the event. These might include:

The college hosting the FLC or Regional contest
Industries to be visited during the Good Will Tour
Philanthropic foundations, individuals, or other interested entities

3. In exchange for a donation, SkillsUSA Idaho will make every effort to publicize the name of the donor at the SkillsUSA Idaho event. This publicity may take the form of a poster where participants can view it, inclusion in a “donor’s page” in a program or agenda, or opportunity to address the attendees during a meal, break, or specifically scheduled gathering.

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Approval

Based on majority approval of the members of the SkillsUSA Idaho Board of Directors, this policy is approved effective: _____

Chair, SkillsUSA Idaho Board of Directors