CONSTITUTION

SkillsUSA Kansas Association

ARTICLE I – NAME, MISSION & VISION

The official name of this organization is the **SkillsUSA Kansas Youth Development Foundation** (hereinafter referred to as SkillsUSA Kansas Association). Provisions are made for the following divisions: Middle School division, High School division and College/Postsecondary division.

MISSION: SkillsUSA is the #1 workforce development organization for students. We empower students to become skilled professionals, career-ready leaders and responsible community members.

VISION: SkillsUSA's vision is to produce the most highly skilled workforce in the world, providing every member the opportunity for career success.

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 cleaning house 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 Association State Director.

Section 3. **SkillsUSA Kansas State Director:** The administration of SkillsUSA Kansas Association shall be provided by the SkillsUSA Kansas Association State Director as directed by the Board of Directors of SkillsUSA Kansas Association, Inc.

Section 4. For administrative purposes, the State will be divided into seven (7) districts. The districts shall be defined as follows:

1. District 1: West…to include all eligible programs in Cheyenne; Clark; Comanche; Decatur; Edwards; Finney; Ford; Gove; Graham; Grant; Gray; Greeley; Hamilton; Haskell; Hodgeman; Kearny; Kiowa; Lane; Logan; Morton; Meade; Ness; Norton; Pawnee; Rawlins; Rush; Scott; Seward; Sheridan; Sherman; Stanton; Stevens; Thomas; Trego; Wallace; and Wichita Counties.

2. District 2: North Central…to include all eligible programs in Clay; Cloud; Dickinson; Ellis; Ellsworth; Jewell; Lincoln; Mitchell; Osborne; Ottawa; Phillips; Republic; Rooks; Russell; Saline; Smith; and Washington Counties.

3. District 3: Northeast…to include all eligible programs in Atchison; Brown; Chase; Doniphan; Douglas; Franklin; Geary; Jackson; Jefferson; Lyon; Marshall; Morris; Nemaha; Osage; Pottawatomie; Riley; Shawnee; and Wabaunsee Counties

4. District 4: Wichita …to include all eligible programs in Butler; Cowley; Sedgwick and Sumner Counties

5. District 5: Kansas City …to include all eligible programs in Johnson; Leavenworth; Miami; & Wyandotte Counites

6. District 6: South Central…to include all eligible programs in Barber; Barton; Harper; Harvey; Kingman; Marion; McPherson; Pratt; Reno; Rice; and Stafford Counties.

7. District 7: Southeast…to include all eligible programs in Allen; Anderson; Bourbon; Chautauqua; Cherokee; Coffey; Crawford; Elk; Greenwood; Labette; Linn; Montgomery; Neosho; Wilson; and Woodson Counties.

Section 5. **District Advisor:** One person from each district shall be designated as the District Advisor. The District Advisor is appointed or takes office after serving one year as the Assistant Director Advisor at the Annual Advisor Meeting.

a . The term of office shall be one year or can be extended by vote of advisors and may be reappointed to office.

b. If the seat becomes vacant or the Assistant Director declines to take office, the District Advisor shall be selected by the advisors from in that particular district and/or appointed by the SkillsUSA State Association Director.

c . Each District Advisor shall serve as a member of the State District Delegation.

d. The selected District Advisor shall serve as the District Advisor to the District Officer Team.

Section 6. **Assistant District Advisor:** 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 Association State Director. Each Assistant District Advisor shall serve as an ex officio member of the State District Delegation. The term of office shall be for one year. Assistant District Advisors will ~~can~~ be appointed ~~by~~ to the District Advisor position after one year as assistant. Assistant District Advisors may be reappointed to office.

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

Section 8. Each District will elect its own district officers (7) that will serve as their district leadership team and will also serve on the State District Delegation.

Section 9. **State District Delegation:** shall consist of 56 Voting members:

a. Each district will be represented by a District Advisor and (7) district officers from each district of SkillsUSA Kansas Association.

c. The seven Assistant District Advisors will be ex officio members and will not be voting members.

Section 10. Any member of the State District Delegation not represented at two consecutive meetings could be considered terminated. Such a vacancy shall be filled by appointment of a new district representative by the SkillsUSA Kansas Association State Director or the District Advisor. Should a member of the delegation be unable to fulfill the duties of the office, New delegate(s) will be nominated and voted on by the district representative(s)

Section 11. The SkillsUSA Kansas Association State Director shall serve as ex officio members of the State District Delegation and shall not vote.

Section 12. All State District Delegation members shall be dues paying members of SkillsUSA Kansas Association.

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 student members and a professional member (Advisor). 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 SkillsUSA Kansas Association shall be as follows:

a. Postsecondary President,
b. High School President,
c. Postsecondary Vice-President,
d. High School Vice-President,
e. Secretary, Reporter, Treasurer, Parliamentarian and Historian from either division (High School or Postsecondary)

for a total of 9 state officers.

Section 2. State Officers shall be elected by voting delegates by the State District Delegation 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. Credentials in the form of an application for State Office must be received by the SkillsUSA Kansas State Association Director no later than ten days prior to elections.

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 Association 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 Association** State Director.

Section 5. SkillsUSA Kansas Association State Officers are under the direction of the SkillsUSA Kansas Association State Director and/or a State Officer Coordinator that can be appointed by the SkillsUSA Kansas Association Director and approved annually by the SkillsUSA Kansas Association Board of Directors.

Section 6. All SkillsUSA Kansas Association State Officers shall be dues paying members of SkillsUSA Kansas Association.

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 running for State office must submit their candidacy for office with the SkillsUSA Kansas State Director no later than ten (10) days prior to the date of the State Officer Candidate Boot Camp Workshop for high school and college/postsecondary candidates.

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

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

ARTICLE VII – HOUSE OF DELEGATES
(Was this already addressed in Section 8 of Article III)

Section 1. The House of Delegates members include:

a. Members of the State District Delegation

b. State Officers

c. SkillsUSA Kansas Association State Director
(Ex-Officio Member)

d. SkillsUSA Kansas Association State Officer Coordinator
(Ex-Officio Member)

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 district or state officers in all three 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 Middle School Constitution,

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 ~~Fall~~ Leadership Conference shall be held in annually each year.

Section 2. The SkillsUSA Kansas State Leadership and Skills Conference shall be held each spring.

Section 4. In order to conduct business at any House of Delegates or State District Delegation meeting, a quorum must be present. A quorum is herein defined as fifty (50) percent plus one member of the delegates being present.

Section 5. The State District Delegation shall be empowered to call special meetings with the approval of the SkillsUSA Kansas Association State Director.

Section 6. District Officers 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 State District Delegation may give power ~~of~~ (proxy) to an ex-official member or another member of the Council. Voting Power 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 SkillsUSA Kansas Association State Board of Directors. 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 March 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 SkillsUSA Kansas State Leadership and Skills Conference.

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 Association State Director thirty (30) days prior to the next board meeting. The amendments shall be reviewed by the State Board of Directors.

Following the review by the State Board of Directors, proposed amendments will be sent to each chapter 30 days prior to the next regular House of Delegates session. Amendments must be presented for vote at an official business meeting of the House of Delegates. Amendments of the Constitution or Bylaws shall be adopted by majority of the House of Delegates. Any changes to the Amendments take effect 90 days after the vote.

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 middle school/high school split in enrollment 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.

SkillsUSA Kansas Constitution Actions

Fall 2026:	Revised and Amended
Spring 2024:	Revised Article III, Section 8 and 11; Article V, Section 1 and 2; Article VI, Section 2; Article VII, Section 1; Article IX, Section 3
Fall 2018:	Revised Article III, section 8 and 11; Article V, Section 1 and 2; Article VI, Section 2; Article VII, Section 1, 3, and 5;
Spring 2017:	Revised Article I; Article V, Section 1; Article V, Section 2; Article VI, Section 2; Article VII, Section 3; Article VIII, Section 5; Article XI, Section 7.
Spring 2014:	Revised Article III Section 4; Article IV Section 2 & 3; Article VI Section 2.
Spring 2007:	Revised and Amended
Fall 2004:	Revised national name change & terms Spring 2000: Revised