

# **BYLAWS**

**of**

**South Carolina Association of SkillsUSA**

Herein are the Bylaws of SkillsUSA South Carolina, Inc., July 12, 2022. The Bylaws explain the organizational structure and the operation of the Organization.

## **ARTICLE I**

### *Name*

The official name of this organization shall be South Carolina Association of SkillsUSA.

## **ARTICLE II**

### *Purpose and Functions*

The South Carolina Association of SkillsUSA is a state organization of affiliated local chapters in schools having organized instruction in technical, skilled, and service careers, including health careers, in accordance with a charter granted by SkillsUSA, Inc. and the South Carolina Department of Education under the provisions of the State Plan for Career and Technical Education.

**Section 1.** The purposes of this organization are:

- To unite in a common bond without regard to race, color, gender, national origin, age, religion, creed, disability, sexual orientation, gender identity or gender expression, students who are enrolled in classes with career and technical, industrial, STEM and health science objectives.
- To provide leadership for the local school chapters.
- To provide a clearinghouse for information and activities.
- To provide statewide recognition and prestige through an association and affiliated organizations.
- To provide a vehicle, statewide in scope, for organizations to work articulately with career and technical, industrial, STEM and health science student groups.
- To develop leadership abilities through participation in educational, occupational, 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 career and technical 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, industrial, STEM and health science education.
- To develop patriotism through a knowledge of our nation's heritage.

**Section 2.** Functions

The functions of this organization shall be as follows:

- a. To act as an integral part of the organized instructional programs in CTE to qualify for assistance under state and federal career and technical education legislation.
- b. To build confidence in students and their work by developing desirable work habits and the effective use of time by learning to assume responsibilities and by developing personal and occupational competencies in communications, human relations and social abilities leading to intelligent choices of careers and successful employment.
- c. To foster programs and activities that will develop leadership, character, scholarship, occupational pride, and training for useful life. To foster programs that encourage members to improve the home and its surroundings. To develop and improve the community including its economic, environmental and human resources.
- d. To recognize individual achievements in scholarship and career opportunities for success in life.

**ARTICLE III**

*Organization*

**Section 1.** Charter

Active chapters of South Carolina Association of SkillsUSA for students enrolled in public middle, secondary and post-secondary school programs shall be chartered only in such schools where recognized systematic instruction in technical, skilled and service careers including health careers are offered under provisions of the state plan for Career and Technical Education.

**Section 2.** Local Chapters

Members of local chapters shall meet, organize and adopt a local Constitution/Bylaws not to be in conflict with the state or the national Bylaws, elect officers, set up a program of activities, pay state and national dues, and then apply to the National Association. After this application has been approved by the state Board of Directors, the members of the local chapters may then be known as members of SkillsUSA.

1. A chapter of the South Carolina Association of SkillsUSA shall be organized by a school and may be composed of one or more sections as defined in the National SkillsUSA Membership Handbook and which is approved to operate and is designated as a CTE course by the State Department of Education (SDE).

2. Charters will be issued to a school by the South Carolina Association of SkillsUSA State Director upon receipt of:
  - a. A properly executed petition which clearly establishes the eligibility of the group, and
  - b. State and National SkillsUSA dues for all members listed on the roster as verified by SkillsUSA, Inc.
3. One local chapter may be operated in each middle, secondary and post-secondary education institution functioning under a principal, center director, or where one or more technical, skilled and service careers including health careers courses are offered. This does not preclude two institutions joining together to form one chapter.

**Section 3.** Post-secondary Chapters

Post-secondary chapters may be established in two- or four-year institutions where technology, technical, skilled and service careers, including health careers courses, are offered. Membership shall be open to students enrolled in technology, technical, skilled and service courses, including health education courses, which are offered. Such chapters shall be primarily designed for training their members in the knowledge and skill of their profession, and they can assist in advising and maintaining local secondary SkillsUSA chapters.

Each post-secondary chapter shall be chartered and maintained under the authority of this association. All activities of the post-secondary SkillsUSA chapter shall be in harmony with the purposes, principles, and ideas of the SkillsUSA organization.

**Section 4.** Additional Institutions

The Board of Directors may consider and approve charters, chapters, and membership that do not clearly qualify under ARTICLE III Organization, Section 1 through Section 3. In doing so, the Board of Directors must balance the best interests of the state association and those of the applying institute.

**ARTICLE IV**

*Membership*

**Section 1.** Membership of the South Carolina Association of SkillsUSA shall consist of all state members as verified by SkillsUSA, Inc.

**Section 2.** All members of the State Association must be members of the National Organization to qualify for a charter.

**Section 3.** All chapters must organize and submit memberships by the published deadline.

**Section 4.** Each local chapter and state association shall unite in a common bond without regard to race, color, gender, national origin, age, religion, creed, disability, sexual orientation, gender identity or gender expression.

**Section 5.** A membership year shall be from Aug. 1 through July 31.

**Section 6.** Classes of membership which will be recognized are:

**Active**—Students enrolled in a coherent series of courses or career major that prepares them for further education and/or employment and who are earning credit toward a high school diploma/certificate or its equivalent.

**Professional**—Persons associated with or participating in the professional development of SkillsUSA as approved by a state association. Such members shall include, but not be limited to, chapter advisors, teacher educators and supervisors. Professional members will pay dues as established by SkillsUSA, but members will be ineligible to serve as national voting delegates, hold national office or otherwise represent the state association in SkillsUSA.

**Honorary Life**—Individuals who have made significant contributions to the development of SkillsUSA and Career and Technical, industrial, STEM and health science education whose membership has been approved by the SkillsUSA board of directors, upon the recommendation of a state association. Such membership shall not require payment of national dues.

## **ARTICLE V**

### *State Officers*

State Officers of the South Carolina Association of SkillsUSA shall consist of:

- President
- Vice President
- Secretary
- State Officer - All elected officers who are not in the role of President, Vice President, or Secretary will have the title of “State Officer”.

In addition, alternates may be elected for secondary/high school students. The duties of each officer are as stated in the SkillsUSA Membership Handbook and provided by the State Officer Coordinators/Trainers. The slate of officers is elected at the State Leadership and Skills Conference for the upcoming school year. The term of the state officers will be a one-year term and they will hold office from the time of election at the State Leadership and Skills Conference until the closing of the State Leadership and Skills Conference the following year. Student Officers will be placed in positions of leadership best suited for each individual during the training process. Post-Secondary State Officers will follow the same process and occupy separate positions of President, Vice President, and Secretary at the Post-Secondary level.

**Section 1.** The minimum qualifications for all the officer candidate(s) will be outlined in the State Officer Application. There will be no nominations from the floor.

**Section 2.** Recommendations/Nominations

- a. Candidates for state office must be recommended as outlined in the State Officer Application.
- b. Nominations and recommendations shall be made without regard to race, creed, sex, national origin or disability.

**Section 3.** Election

The slate of officers for the South Carolina Association of SkillsUSA shall be elected as outlined in the State Officer Application.

**Section 4.** State Officers – Replacement / Removal

If any student officer fails to perform the duties of the office to which he/she is elected, as described in the Bylaws, the State Officer Coordinator(s), Executive Director, and/or student's advisor shall counsel the student. If the failure continues, the State Officer Coordinator(s) and/or Executive Director shall consult with the Regional Representatives and appoint a different student to that position. This may include the full removal of the student from their position as a state officer.

**Section 5.** Local Officers

Local officers shall consist of a President, Vice President, Secretary, Treasurer, Reporter, Parliamentarian, and Chaplain and/or Sergeant-at-Arms. The local teacher shall be the local advisor. Officers of the local chapters shall be elected annually at one of its regular meetings. To qualify for an election, all officers must be active members.

## **ARTICLE VI**

### *Annual Meeting*

**Section 1.** The South Carolina State Leadership and Skills Conference shall be held annually in the Spring of the year. The State Leadership and Skills Conference shall, except in the case of extreme emergency, be held annually prior to the National Leadership and Skills Conference at a time and place to be determined by the Board of Directors.

**Section 2.** The South Carolina Association of SkillsUSA will participate in the national meeting as set forth by National SkillsUSA.

- Section 3.** The National voting delegates are the newly elected state officers. The number of voting delegates from South Carolina is determined by the total number of members in the state association.
- Section 4.** Local chapters shall hold their meetings at such time and place as may be decided upon by the Executive Committee of the local chapter.
- Section 5.** Each active local chapter shall be entitled to representation in the State House of Delegates as defined in the State Voting Delegate Policy.
- Section 6.** At all meetings, where these Bylaws are silent on matters of procedure, Robert's Rules of Order, Newly Revised, shall govern.

## **ARTICLE VII**

### *Initiations*

- Section 1.** No candidate for membership or office will be subjected to any treatment which is part of or incidental to the initiation into SkillsUSA that would be intended to humiliate or discomfort that person.
- Section 2.** No activities on the part of the SkillsUSA members which may be construed as hazing will be permitted.

## **ARTICLE VIII**

### *Emblem and Equipment*

- Section 1.** The SkillsUSA emblem in its entirety shall not be used on any clothing other than official SkillsUSA dress as approved by the Board of Directors.
- Section 2.** Each chapter shall acquire the equipment necessary to carry on an effective program of work. Such equipment shall include:
- SkillsUSA Membership Handbook
  - Ceremonial emblem
  - American flag
  - Treasurer's and secretary's record books
  - Reporter's publicity and scrapbooks
  - Gavel

## **ARTICLE IX**

### *Policies*

- Section 1.** Such policies as are deemed necessary for the proper conduct of the organization shall be adopted by majority vote of the Board of Directors.
- Section 2.** No policies shall be adopted which are contrary to the Bylaws.

## **ARTICLE X**

### *Amendments*

- Section 1.** Amendments to the state Bylaws shall be submitted in writing from any chapter to the Board of Directors. Proposed amendments may be adopted by a majority vote of the Board of Directors.
- Section 2.** Amendments to the Bylaws must be reported to all local chapters at the next State House of Delegates meeting.