

**48th Wisconsin
SkillsUSA State
Secondary
Leadership & Skills
Conference**

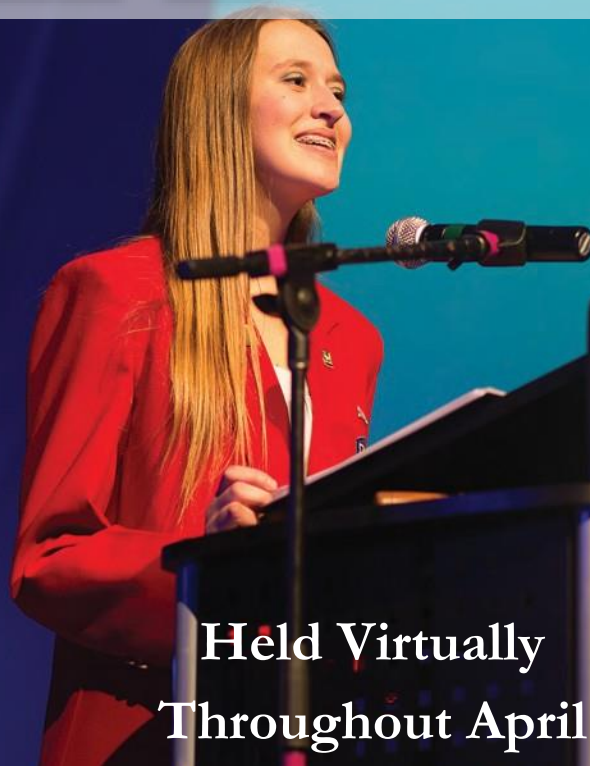


"SkillsUSA:

Champions at Work, Empowered to Succeed"

2021

**Registration
Packet**



**Held Virtually
Throughout April**

For competitive event updates and more, see our web address:

<http://www.skillsusa-wi.org>

http://www.skillsusa-wi.org/wordpress/?page_id=130

Updates will not be mailed to your school.

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2021 WISCONSIN SKILLSUSA STATE LEADERSHIP AND SKILLS CONFERENCE

Important Conference Information * Please Read Carefully *

1. CONFERENCE REGISTRATION FEES AND DEADLINES

All chapters and students must be officially registered members to attend and participate. National Membership Deadline is March 1st!

Registration January 21st – March 1st

- H.S. Students, H.S.- \$35.00
- M.S. Students - \$25.00
- Advisors – No Fee but must register for State Conference.

Free Registrations for the following Non-Competing Students:

- The following are the only people who will be registered as Exempt Registrants
 - State Officers not competing in an event
 - State Officers Candidate not competing in an event
 - Two Voting Delegates per chapter not competing in an event

Registration Fee Includes:

- * One Conference Pin
- * Insurance
- * Materials and Supplies
- * Sessions
- * Virtual Vendor Fair

To make the State Conference a quality experience for Wisconsin's Students.

Registration Cheat Sheet:

Student or Advisor?	Competing?	Volunteer?	Registration Date	Cost	Select Registrant Type:
H.S. Student	Yes	---	1/18/21 - 3/1/21	\$35	Contestant
M.S. Student	Yes	---	1/18/21 - 3/1/21	\$25	Contestant-Middle
H.S. or M.S. Student	No	Yes	1/18/21 - 3/1/21	\$0	Exempt Student-Officer or Delegate
Advisor - H.S. or M.S.	---	Yes or No	1/18/21- 3/1/21	\$0	Advisor

Opening & Closing/Awards Ceremonies Pass:

Will be virtual and no fee will be charged.

2. CONTEST ENROLLMENT GUIDELINES

All Contests are on a First Come First Serve basis along with set enrollment limitations.

Unlimited - Within reason:

- Bring your best candidates, not an entire class.
 - A recommended amount would be between 4 and 8 people.
- Contest number limits may be implemented in high-demand contests
- Any limits added are there to help ensure fair and reasonable judging
 - We want to make it worth judges' time to come in.
 - We do not want to overwhelm the judges.

Registering for Multiple Contests:

- All contests will be categorized by Skilled, Leadership, or Occupational.
- **A SINGLE CONTESTANT MAY COMPETE IN ONE LEADERSHIP, ONE SKILLED, AND ONE OCCUPATIONAL COMPETITION!** State Pin Contest does not count against these limits.
- If a competitor is registered for a competition and does not show, there will be a \$20 charge to the chapter after the event.
 - See Examples in Section 3: Conference Cancellations/Refunds, Substitutions, and "No-Shows."

Waiting Lists:

- Students register by priority
 - When a student is registered for a conference, there is a time stamp.
- Students registered after the contest number limit will need to be registered as an alternate for that contest.
- Students will then be placed into the contest as openings become available.
 - Advisors will be contacted one weeks before registration closes when the switch from waiting list to competitor has taken place.
 - If a school has a limited number of contest participants, it is advised that the local advisor run a local competition or evaluation of the students to determine who should be placed in the contest and on the waiting list.

3. CONTEST MATRIX

Contest	Type	MS	HS	Category	National Bound?
3D Printing and Design (Pending)	individual	X	X	OCCU	NO
Action Skills	individual	X	X	LEAD	HS ONLY
Additive Manufacturing	team of 2	X	X	SKILL	HS ONLY
Advertising Design	individual		X	SKILL	YES
American Spirit	team of 3	X	X	LEAD	HS ONLY
Architectural Drafting/CAD	individual		X	SKILL	YES
Audio/ Radio Production (Pending)	team of 2		X	SKILL	YES
Automated Manufacturing Technology	team of 3		X	SKILL	YES
Automotive Service Technology	individual		X	SKILL	YES
Barbering	individual		X	SKILL	YES
Broadcast News Production	team of 4		X	SKILL	YES
Cabinetmaking	individual		X	SKILL	YES
Carpentry	individual		X	SKILL	YES
Chapter Business Procedure	team of 6	X	X	LEAD	HS only
Chapter Display	team of 3	X	X	LEAD	HS only
CNC Milling Specialist (formerly CNC Milling Technology)	individual		X	SKILL	YES
CNC Turning Specialist	individual		X	SKILL	YES
CO2 Dragster	individual	X	X	OCCU	NO
Collision Damage Appraisal Not Contest	individual	-	X	SKILL	YES
Collision Repair Technology	individual		X	SKILL	YES
Community Service	team of 3	X	X	LEAD	HS only
Computer Programming	individual		X	SKILL	YES
Cosmetology	individual		X	SKILL	YES
Crime Scene Investigation No contest	team of 3		X	SKILL	YES
Criminal Justice	individual		X	SKILL	YES
Culinary Arts No contest in 2021	individual		X	SKILL	YES
Customer Service	individual		X	OCCU	YES
Diesel Equipment Technology	individual		X	SKILL	YES
Digital Cinema Prod. (Pending)	team of 2		X	SKILL	YES
Electrical Construction Wiring	individual		X	SKILL	YES
Electronics Technology	individual		X	SKILL	YES

Contests	Type	MS	HS	Category	National Bound?
Engineering Technology/Design	team of 3		X	OCCU	YES
Entrepreneurship	team of 4	X	X	OCCU	HS only
Extemporaneous Speaking	individual	X	X	LEAD	HS only
Faciliton	individual		X	OCCU	NO
First Aid/CPR	individual		X	OCCU	YES
Information Technology Service (formerly Computer Maintenance Tech.)	individual		X	SKILL	YES
Job Interview	individual	X	X	LEAD	HS only
Job Skill Demonstration A	individual	X	X	LEAD	YES
Job Skill Demonstration Open	individual	X	X	LEAD	YES
Maintenance Light Repair (Automotive) * NEW	individual		X	SKILL	YES
Marine Service Technology	individual		X	SKILL	YES
Masonry	individual		X	SKILL	YES
Mechatronics (Pending)	team of 2		X	SKILL	YES
Medical Math	individual		X	OCCU	YES
Medical Terminology	individual		X	OCCU	YES
Model Rocketry No contest in 2021	individual	X	X	SKILL	NO
Motorcycle Service Technology	individual		X	SKILL	YES
Opening & Closing Ceremonies	team of 7	X	X	LEAD	YES
Outstanding Chapter	team of 3	X	X	LEAD	YES
Photography (Pending)	individual		X	SKILL	YES
Pin Design (National Bound)	individual	X	X	LEAD	YES
Power Equipment Technology	individual		X	SKILL	YES
Precision Machining Technology (CNC Technician at Nat'l Level)	individual		X	SKILL	YES
Prepared Speech	individual	X	X	LEAD	HS only
Promotional Bulletin Board	team of 3	X	X	LEAD	HS only
Related Technical Math	individual	X	X	OCCU	YES
Robotics and Automation	team of 2		X	SKILL	YES
Screen Printing Technology	individual		X	SKILL	YES
Sheet Metal (Pending)	individual		X	SKILL	YES
State Trading Pin Design	individual	X	X	OCCU	NO
Team Engineering Challenge	team of 3	X	X	SKILL	MS only
TeamWorks (Pending)	team of 4		X	SKILL	YES
Technical Drafting	individual		X	SKILL	YES
Television Video Production	team of 2		X	SKILL	YES
T-Shirt Design	individual	X	X	LEAD	HS only
Urban Search & Rescue	team of 2	X	X	SKILL	YES
Web Design (Pending)	team of 2		X	SKILL	YES
Welding	individual		X	SKILL	YES
Welding Fabrication	team of 3		X	SKILL	YES
Welding Sculpture	individual	X	X	SKILL	YES
Woodworking Display * (multiple pricing categories see guidelines)	individual	X	X	OCCU	NO

4. CANCELLATIONS AND REFUNDS

Cancellations:

- All cancellations must be in writing one week prior to contest.
- Use the enclosed "Substitutions and Cancellations" WLSC Form 8 (page 12) or a copy of it.
- Check our website for the final opportunity to submit cancellations or be considered a "No Show".

Refunds:

- Cancellations for a full refund will be accepted until 4:00 PM on March 1st.
- No refunds for conference registration will be made if received after 4:00 PM on March 1st with the following exceptions:
 - A refund of 50% of registration costs will be considered in the event of a situation out of the control of a chapter causing the chapter to be unable to participate in the 2021 SLSC.
 - A refund of at least 50% of registration costs will be provided to chapters in the event of a situation that causes the SLSC to be cancelled. The final refund amount will depend on unrecoverable costs already incurred by Wisconsin SkillsUSA.

5. NO SHOWS

Contestants who do not show for a contest time slot will be assessed an additional \$20.00 charge per contest to the chapter after the event.

- Ex 1: Joe Smith is registered for Advertising Design and Job Interview. Joe competes in Advertising Design, however, does not show for his Job Interview time slot. The chapter will be charged an additional \$20 after the event.
- Ex 2: Joe Smith is registered for Advertising Design and Job Interview. Joe does not show up for either Advertising Design or Job Interview. The chapter would be charged an additional \$40 after the event.
- Students must be dropped by day of conference by one week prior to event by completing a WLSC Form 8.

6. SUBSTITUTIONS

- The definition of a Substitution is Student B will replace Student A in Contest A
- All substitutions must be in writing, no later than one week prior to contest taking place – using form WLSC 8

7. CONFERENCE REGISTRATION PROCESS AND PAYMENTS

All Registrations will be completed on the National Website: www.SkillsUSA.org

Online Registration Process:

ALL PARTICIPANTS MUST BE REGISTERED MEMBERS TO BE ELIGIBLE TO REGISTER FOR CONFERENCE PARTICIPATION.

- Log in at www.skillsusa-register.org/Login.aspx
- Click on blue tab "Conference" and select "My Registrations".
- Go to filter events and highlight "WI - Secondary State Conference".
- Click on "New Registrant"-or if students have competed before click on "Lookup Previous Registrations".
- Follow the prompts.
 - Still have questions? Review the following video or call Amy Kennedy (608) 698-8700 or email amy@skillsusa-wi.org; [Need Help? Click here for online training about Conference Registration!](#)
- Click the "Submit Registration" button to generate an invoice.
 - **REMINDER: ADVISORS MUST REGISTER**
- Please Note: If a registrant's name does not appear in the summaries, they will not have a name tag and/or competition number when contest occurs.

Registration Payments:

REGISTRATION FEES ARE DUE BY **APRIL 27TH**

- If you are unable to send the fees, contact Kelly Fanning at kelley.fanning@dpi.wi.gov or (608) 267-9235 or Erik Sitts at Erik.Sitts@dpi.wi.gov or (608) 267-2280 to make arrangements for payment.
- Please Make Checks Payable to:
Wisconsin Association of SkillsUSA
- Please Mail Registration fees and invoices to:
WI Association of SkillsUSA
Attn.: CTSO Accountant
P.O. Box 7841
Madison, WI 53707-7841

8. STATE CONTEST RULES & CONFERENCE UPDATES

- Last update will be **March 16, 2021**. Contest rules will be available on the SkillsUSA Wisconsin web site for State Only contests at <http://www.skillsusa-wi.org/> and National Registration Site for National bound contests.
- Each chapter should visit the state web site for updates, changes, tool lists, cancellations, etc.

9. CONFERENCE CHECK- IN

Documents to be filled out online by **April 1st**.

- Emergency Contact Sheet that has all students' names and emergency contact name and numbers on it
- Insurance Cards will not be collected; however, the students should carry them at all times.
- Local Advisor Procedures and Responsibilities 1B Form

10. FORMS – to be filled out online – Google Doc link will be sent.

NLSC Form 1A:

- Every Student, Advisor, Observer and Chaperone attending State Conference MUST complete a NLSC form. NLSC Form 2A is meant to assist student/parents in their signing for NLSC Form 1A. Forms can be completed online and printed if needed.
- Be sure each participant has the NLSC 1A Form completed online, NEW this year - students will need to have unique emails addresses when registering as much will be virtual.
- Local Advisor Procedures & Responsibilities Form WLSC 1B
- In case of emergency, it is very important that we have your contact information and contact information for an administrator.

Substitute & Cancellation Form WLSC 8

- Substitute & Cancellation Form requires Advisor and Administrator signature
- This document is to be used for any and all substitutions and cancellations.

Grievance Form WLSC 12:

- There are specific procedures to be followed if any contestant or advisor has a grievance regarding one of the contests. There is a strict deadline for filing a grievance.
- Details about filing a grievance and the grievance form can be found on pages 18 and 19 of this packet.

11. STATE OFFICER CANDIDATES

The State Officer Candidate packet may be obtained at http://www.skillsusa-wi.org/wordpress/?page_id=2661

We encourage each high school chapter to present at least one candidate for State Office.

Office Candidate Requirements:

- A registered SkillsUSA member during the current school year.
- Enrolled in a technology and engineering course in the current and next year.
- Application to be submitted to State office by April 1, 2021.
- Must be present for Officer Candidate Screening on to be scheduled after applications received.
 - **Officer Candidates may only be entered in contests if there are no scheduling conflicts with this screening.**

12. STUDENT DRESS

The purpose of the following requirements is to create a professional atmosphere at these sessions. The dress of those competing makes a significant difference.

Professional Attire or Official SkillsUSA Dress:

- A description of “Official SkillsUSA Dress” can be found in the “Clothing Requirements” section on the contest guidelines/ technical standards.
- Official SkillsUSA Dress is appropriate in nearly all conference settings.
 - Students must comply with technical standards clothing requirements during their contests.
- Required for the Virtual Opening Ceremony and the Awards Ceremony
 - Professional Dress (SkillsUSA Jacket, white polo or dress shirt) required and No hats allowed

Contest Clothing Requirements:

Appropriate dress for each contest is designated in the technical standards for that contest. If no contest attire is specified, then the below requirements apply.

Official Attire for women:

- Red SkillsUSA blazer, windbreaker, sweater or black SkillsUSA jacket (if available)
- **Minimum:** White collarless or small-collared blouse or white turtleneck, collar not to extend over the blazer lapel or the sweater, windbreaker or jacket, Black dress skirt (knee-length) or black dress slacks, Black sheer (not opaque) or skin-tone seamless hose and Black shoes

Official attire for men:

- Red SkillsUSA blazer, windbreaker, sweater or black SkillsUSA jacket (if available)
- **Minimum:** Solid White dress shirt, Plain, solid black tie, Black dress slacks, Plain black socks, Black dress shoes

13. SPECIAL NEEDS STUDENTS

If you have any students with special needs, you should contact the SkillsUSA Assistant Director so we can make any needed arrangements. It is the intention of Wisconsin SkillsUSA to allow all eligible SkillsUSA members to participate in the state conference. If necessary, we will make reasonable changes to facilities or adjust contest guidelines to allow equal participation of all SkillsUSA members.

14. SKILLSUSA EMERGENCY POLICIES

For certain student situations/emergencies, if the local advisor and/or appointed chaperone cannot be located within a reasonable amount of time, the chapter’s district administrator will be contacted. The district administrator will also be contacted if for any reason the advisor/chaperone is not able to give reasonable or proper supervision. This is done to insure the safety and well-being of the students and to fulfill the advisor’s responsibilities.

The following student situations/emergencies could invoke this policy:

- a. accidents
- b. intoxication
- c. use of illegal drugs/illegal activity
- d. breaking of conference rules
- e. family emergencies
- f. any other situation designated as an emergency by the state staff.

15. ELIGIBILITY FOR NATIONAL SKILLSUSA CHAMPIONSHIPS

Student Requirements:

- Be a SkillsUSA registered member.
- Attend the National Qualifiers' Meeting with their advisor; meeting will be scheduled after SkillsUSA WI Closing Ceremonies.
- Submit the following paperwork is to Amy Kennedy by **May 9th**
 - Registration form

Documents Advisors Will Receive at the National Qualifiers Meeting:

- National Conference registration forms
- Information packets
- Special instructions

Advisors/ Chapters Will Need to Provide:

- A copy of the national contest rules to help your student(s) prepare.
- National Conference fees
 - National fees are not covered by Wisconsin SkillsUSA.

If you have a contest winner who will be unable to compete at nationals, inform Amy Kennedy immediately. This will allow the second place finisher to be informed so he or she can attend the national qualifier meeting. If you have a qualifier who will compete at nationals, but for some reason cannot attend the National Qualifiers Meeting, speak to Amy Kennedy immediately to make other arrangements.

16. CONTEST GUIDELINES

Contest Matrices of all state-only contests can be found at this website: http://www.skillsusa-wi.org/wordpress/?page_id=130

Contest Guidelines/ Technical Standards are available with SkillsUSA membership, they can be accessed through the National Registration site, and on SkillsUSA WI site for State Only contests.

17. MEDALS, TROPHIES, PRIZES, AND MATERIALS

In 2021, SkillsUSA Wisconsin will mail out medals, trophies, and event prizes.

18. COURTESY CORP

Due to events being virtual there will be no Courtesy Corp in 2021.

WISCONSIN SKILLSUSA CHAMPIONSHIPS PROCEDURES FOR CONTESTANTS

1. Contestants must be completely familiar with the rules for their contest (current updates on our website), the conference guidelines, and the code of conduct prior to competing.
2. All contestants must attend pre-contest briefings for their contest as scheduled in the State Conference program. Exceptions must be cleared with the contest Technical Committee Chair prior to the meeting.
3. Contestants will be assigned an identification number. These numbers will be used to identify the contestants to the judges. Contestants must wear their name badges, with only numbers showing, at all contest activities.
4. Participants must meet clothing requirements for the individual contests. Penalties will be assessed for contestants who do not satisfy the dress requirements.
5. Contestants must have all required safety equipment to compete in the contest. The contest Technical Committee will determine if a contestant can be allowed to compete based on lack of safety equipment.
6. Contestants will report to the contest at the time announced by the Technical Committee or shown in the State Conference program. They must have with them the tools and materials required for their specific contest as listed in the SkillsUSA Championships Technical Standards or state contest updates.
7. The contest Technical Committee will provide necessary instructions and job sheets to all contestants. Contestants should ask any questions they have prior to the start of the contest.
8. All contestants are required to wear official SkillsUSA dress or professional attire to the opening and closing, contest briefings, awards ceremony, and general sessions (see “Clothing Requirements” for more information on dress).

We expect professional conduct regarding the use of video cameras, digital cameras, and cell phones. These items will be shut off during competition. The Contest Chair will announce before and after competition as to when video cameras, digital cameras, and cell phones may be operated. All persons within the confines of the contest event will respect this conduct.

2021 WISCONSIN SKILLSUSA STATE LEADERSHIP AND SKILLS CONFERENCE CHECKLIST

Note: Use this form to record the date you complete each of the following. This will help ensure you meet all deadlines and send in all necessary forms.

<u>DUE DATE</u>	<u>DATE SENT</u>	
March 1	_____	Cancellations for Full Refund
March 1	_____	Registration Ends
March 1	_____	State Conference Registration of State Officers, State Officer Candidates, & Voting Delegates (max 2)
April 1	_____	State Officer Candidate Packets are due
April 27	_____	State Conference Registration Fees due (Checks Payable to: WI Association of SkillsUSA)

State Conference Check April 1st online in Google Doc files.

April 1	_____	Turn in paper with emergency contact information for all participants (one sheet)
April 1	_____	Turn in Local Advisor Procedures and Responsibilities WLSC Form 1B
April 1	_____	Cancellations/Substitutions without penalty of No Show WLSC Form 8

CHECKS PAYABLE TO:
WI Association of SkillsUSA

CHECKS MAILED TO:
WI Association of SkillsUSA
Attn.: CTSO Accountant
P.O. Box 7841
Madison, WI 53707-7841

QUESTIONS/CONCERNS

PLEASE CONTACT:
Amy Kennedy
608-698-8700
Amy@SkillsUSA-WI.org



Wisconsin Leadership and Skills Conference
LOCAL ADVISOR PROCEDURES AND RESPONSIBILITIES

WLSC FORM
1B
Rev. 1/13

Advisor Name & Cell Phone: Local SkillsUSA Chapter:

The SkillsUSA Center requires an advisor from EACH local chapter attending the State Conference to read and sign a copy of this form and return before receiving name tags. Please turn this in at State Conference during Check In.

- 1. Local advisors are responsible for having each student attending the State SkillsUSA Conference read, discuss, sign, and return the STUDENT DELEGATE CONDUCT PRACTICES AND PROCEDURES form.
2. Local advisors are responsible for knowing the whereabouts of all their students at all times. Each local advisor should establish a policy with his/her students prior to the conference in order to meet this regulation.
3. Advisors must have with them at the conference a list of their students, as well as home telephone numbers and parent's or guardian's names.
4. Curfew will be enforced. Local advisors are responsible for room checks to ensure their students are in their assigned rooms.
5. No use of tobacco, alcoholic beverages, or narcotics will be permitted.
6. Identification badges will be worn at all SkillsUSA activities.
7. Chapter advisors are responsible for their delegates' conduct and shall be available to their students at all times or shall have another advisor/chaperone available to their students.
8. The local principal, designated administrator, and/or police will be contacted in emergency situations if the local advisor cannot be located within a reasonable amount of time or is unable to give proper amount of supervision. Student emergencies include: accidents, possession of tobacco, drugs or alcohol, breaking conference rules, family emergencies, and any other situation designated as an emergency.

"I have read and fully understand the LOCAL ADVISOR PROCEDURES AND RESPONSIBILITIES and agree to comply with these guidelines."

Advisor's Signature Date

Administrator's Signature Date

In case of emergency, the following local administrators should be contacted:

Table with 2 columns: (1st Contact - Lead advisor) and (2nd Contact - Administrator). Rows include Name, Title, School Phone Area/No., and Cell Phone.



WISCONSIN SKILLSUSA STATE CONFERENCE SUBSTITUTIONS AND CANCELLATIONS

WLSC
FORM **8**

Rev. 01/10

Chapter: _____ Advisor: _____

Email: _____ Telephone: _____

In the event of a problem, the best time to call is: _____

Please fill in the columns for each change needing to be made. If you are not replacing the student and just dropping them altogether, then leave the “Student Name Replacing” blank.

	<u>Student Name Cancelling</u>	<u>Substitute Student Name</u>	<u>Contest</u>	<u>Team</u> (if applicable)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

ONLY Official SkillsUSA members by March 1, 2021 may be used as substitutes.

I realize that I will receive no refunds for cancellations after 5:00pm on March 1, 2021. This form is also used for substitutions which can be received handed in up through onsite registration.

Advisor’s Signature _____ Date _____
(if emailed back please type your name/signature)

**RETURN TO: Amy Kennedy
608-698-8700
Amy@SkillsUSA-WI.org**

WISCONSIN LEADERSHIP & SKILLS CONFERENCE

GRIEVANCE PROCEDURE FOR WISCONSIN SKILLSUSA CHAMPIONSHIPS

The Wisconsin SkillsUSA Championships Executive Committee will officially recognize only those grievances filed by the local SkillsUSA advisor. Problems are to be considered in the following manner:

1. A grievance can be filed for an action taken which could affect the results of a SkillsUSA Championships contest. The action may be one of the following:
 - A. A violation of the contest rules by another contestant.
 - B. Failure of the technical committee to follow the technical standards guidelines which gives an advantage or disadvantage to some, but not all, of the contestants.
2. A contestant or advisor who feels one of the above actions has occurred must file a written grievance signed by the student's advisor or the advisor witnessing the action. The grievance must meet the following criteria:
 - A. Must be filed on a "Wisconsin Skills USA Championships Grievance Form"
 - B. Must contain the name of the person filing the grievance and, if a student, the name of the advisor signing the grievance and the advisor's on-site phone number.
 - C. Must contain an explanation of the action(s) for which the grievance is being filed and how the action(s) either violated a technical standard guideline or gave one or more contestants an unfair advantage or disadvantage.
 - D. Must be signed by a local SkillsUSA advisor.
3. The completed grievance form must be complete by April 28th in googledocs.
4. The grievance will be considered by the Director of the Skills Championships and the advisor who signed the grievance will be notified of the decision or action to be taken.
5. If the advisor who signed the grievance is not satisfied with the results, the Skills Championships Executive Committee will consider the grievance and decide on its disposition. The Executive Committee's decision will be final.

NOTE: The Skills Championships Executive Committee consists of the State Executive Director, the State Corporate Director, and the advisors of the current year state officers.



WISCONSIN SKILLSUSA CHAMPIONSHIPS GRIEVANCE FORM

WLSC 12 Rev. 01/14 Form

See grievance procedures and instructions.

Name of person filing grievance:	SkillsUSA Chapter:
Advisor signing grievance:	Advisor's conference phone # (hotel phone & room #):
Contest:	Received at Conference Headquarters by: _____ date/time: _____

Provide a full explanation of the actions that occurred and how they could affect the outcome of the contest; please include any specific Technical Standard item(s) that may have been not followed:

The statement above is true and accurate to the best of my knowledge

Advisor Signature 	Date & Time:
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**WISCONSIN SKILLSUSA CHAMPIONSHIPS
STATE CONFERENCE SUGGESTION FORM**

WLSC 13 Form Rev. 01/14

Name of person filing suggestion:	SkillsUSA Chapter:
Advisor signing Suggestion:	Advisor's conference phone # (hotel phone & room #):
Contest:	Received at Conference Headquarters by: _____ date/time: _____

Provide a full explanation of the suggestion for SkillsUSA State Secondary:

The statement above is true and accurate to the best of my knowledge.

Advisor Signature	Date & Time:
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