



SkillsUSA West Virginia Alumni and Friends Association Constitution and Bylaws

ARTICLE I - NAME, COLORS, EMBLEM and MOTTO

SECTION 1. The official name of this organization shall be the SkillsUSA West Virginia Alumni and Friends Association, hereinafter referred to as “The Association.”

SECTION 2. The colors and the emblem shall be the same as those adopted by SkillsUSA, Inc., and listed in the *SKILLSUSA Leadership Handbook*.

SECTION 3. The motto of The Association will be: “Commitment through Service and Professional Development.”

ARTICLE II – MISSION

The mission of The Association shall be “to help promote SkillsUSA in terms of time, talent, and financial resources at all levels (local, district, state and national).”

The definition of the mission is to provide a structured network to reunite former SkillsUSA and VICA members, partners, schools and supporters of Career and Technical Education (CTE) in order to promote opportunities to continue the SkillsUSA journey through service, leadership, professional development and networking.

The mission for each Alumnus should be to be: Self-motivated and goal oriented members who demonstrate fundamental skills and knowledge relevant to current and ever-changing demands in the world of work. Alumni should be Professional, educated leaders to assist SkillsUSA West Virginia in accomplishing its goals. We will strive to be members who are knowledgeable in our fields, and aware of social, political, environmental, cultural, technological, and economical issues in order to be a role model for SkillsUSA students.

ARTICLE III - PURPOSES

SECTION 1. Purposes of The Association:

To assist in the professional, leadership, citizenship and character development of individual Association members.

Service to our members:

- To provide a professional network for our members.
- To encourage the pursuit of continuous education, consistent with the needs of the individual in his or her chosen occupation.
- To instill an interest in the democratic process and promote active involvement in democratic activities which affect our employers, schools, communities and nation.
- To encourage financial, in-kind and moral support of The Association from individuals, corporations, foundations and civic leaders.
- To further the goals and purposes of the SkillsUSA organization.
- To conduct Alumni programs with fiscal responsibility and maintain a positive fund balance in the Alumni accounts.

Service to current SkillsUSA students:

- To provide role models and an Outstanding Career Achievement Award recipient to act as an inspiration for current SkillsUSA members.
- To provide leadership, mentoring and volunteer services for the secondary and postsecondary divisions of the SkillsUSA at local, district, state, and national levels.
- To provide volunteer support for the National Leadership and Skills Conference and the SkillsUSA Championships.
- To create and promote esteem within the education community for trade, industrial, technical, and health occupations.
- To foster a deep respect for the dignity of work and provide recognition and prestige for trade, industrial, technical and health occupations students.
- To identify and publicize examples of alumni whose leadership, professional achievement and service to community can serve to inspire current SkillsUSA students.

ARTICLE IV - ORGANIZATION

SECTION 1. The Association is an organization of former students, professional members and friends of SkillsUSA, Inc., affiliating with The Association through direct membership.

SECTION 2. The administration and authority of The Association's affairs are to be vested in the SkillsUSA, Inc. Board of Directors.

SECTION 3. In accordance with the policy of the Board of Directors of SkillsUSA, Inc., all chartering authority resides within the Alumni Coordinating Committee through the Executive Chair.

ARTICLE V - MEMBERSHIP

SECTION 1. The classes of membership recognized by The Association shall be:

- **Annual Membership:** Former students, educators and other friends of SkillsUSA, who meet the annual requirement into The Association.
- **Honorary Life Membership:** Individuals who have made significant contributions to the development of The Association and career and technical education whose membership has been approved by the Alumni Coordinating Committee. Such membership shall not require the payment of annual dues.

SECTION 2. Lifetime memberships may be purchased for a one-time fee of \$150.00.

SECTION 3. Association membership shall be open to all eligible persons without regard to race, color, creed, sex or national origin.

ARTICLE VI – SkillsUSA West Virginia ALUMNI COORDINATING COMMITTEE

SECTION 1. The SkillsUSA West Virginia Alumni and Friends Association will comprise the following voting and ex officio members:

Voting Members: All Registered Alumni
 Alumni Elected Officers
 Honorary Lifetime Alumni Members
 Annual Alumni Members

Ex Officio Members: SkillsUSA National Staff Member
 State SkillsUSA Director (or Secretary)

SECTION 2. The SkillsUSA West Virginia Alumni and Friends Association shall have a minimum of 1 meeting per year.

SECTION 3. A quorum shall be defined as no less than three (2) Voting Members of the Alumni Association

SECTION 4. The State Director Secretary shall be appointed by the Stat Director and shall serve at the pleasure of the State Director.

SECTION 5. In the event of a mid-term vacancy of any voting member of the Alumni Officer Team, the remaining members will appoint a successor for the remainder of the affected term.

SECTION 6. An Alumni Officer may be removed for just cause by a unanimous vote of the remaining voting members of the Coordinating Committee.

SECTION 7. The Alumni Officer term shall be limited to two consecutive terms (4 years), unless there are no nominations for that officer position. In this instance, the current officer can remain in the current position until it can be filled through the voting process.

ARTICLE VII - NOMINATION AND ELECTION TO THE COORDINATING

COMMITTEE

SECTION 1. Nominations to the Alumni Officer Team are to be submitted by each candidate, before March 31 of each appointment year, to the SkillsUSA West Virginia State Director's Office via the reigning president or Alumni Coordinator. (Example, If you want to nominate someone, please do so by Jan. 31. Voting will be completed and tallied before the beginning of the State Skills and Leadership Conference Closing Ceremony/Awards Assembly. The officers will be sworn in during the ceremony and will assume their new roles.

SECTION 2. Appointments shall be for two (2) years, unless there are no nominations for that officer position. In this instance, the current officer can remain in the current position until it can be filled through the voting process. The Alumni Officer Team will consist of President, Reporter, Parliamentarian, Treasurer, Vice President, Historian, and Secretary.

SECTION 3. The election of the Alumni Officer Team shall be by the process described in Article IX.

SECTION 4. All ballots shall be tallied by prior to the annual meeting.

SECTION 5. All nominees to the Alumni Officer Team must have been an Annual, Lifetime or Honorary Life Member at least one year prior to the nomination.

SECTION 6. Each Registered Alumni Member may cast one (1) vote for each position up for election.

ARTICLE VIII - VOTING

SECTION 1. Only Registered, Annual and Lifetime members will be allowed to vote.

SECTION 2. Elections of the Alumni Officer Team shall reflect the majority vote from across the state of West Virginia.

SECTION 3. The Alumni Coordinating Committee (Via our Regional Officer) shall break ties of the popular vote.

SECTION 4. All Registered, Annual and Lifetime members can vote only once.

ARTICLE IX-- MEETINGS

SECTION 1. The Association shall hold an annual meeting to be determined by the Alumni Officer Team.

SECTION 2. A special meeting of The Association may be called by the State Director or by a quorum of the Alumni Officer Team with a minimum of thirty (30) days written notice, given with the purpose of the meeting included in the notice.

ARTICLE X - FINANCES

SECTION 1. The Alumni Officer Team shall set dues for The Association's Members.

SECTION 2. Each State Association will be responsible for setting its own Alumni dues.

SECTION 3. Those State Associations that collect dues for The Association shall be responsible for forwarding those dues to the national office.

SECTION 4. All membership dues must be submitted to The Association accompanied by a membership application or letter requesting membership. All other funds submitted to The Association shall be considered as a donation. (Lifetime Membership = \$150.00).

SECTION 5. All Association funds shall be deposited with the treasurer of the Youth Development Foundation at the SkillsUSA national headquarters.

ARTICLE XI - PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern The Association in all cases to which they are applicable and in which they are not inconsistent with the constitution and bylaws and any special rules of order The Association may adopt.

ARTICLE XII - AMENDMENTS TO THE CONSTITUTION AND BYLAWS

SECTION 1. Constitutional and Bylaw amendments must be submitted in writing at least 30 days prior to the Annual Meeting to the SkillsUSA West Virginia Alumni Officer Team, for distribution to members. Any amendments will be voted on during the business meeting.

SECTION 2. All amendments to The Association constitution and bylaws, is subject to the approval of the Board of Directors, SkillsUSA, Inc.

Revised as of Feb. 14, 2013