



## MEMORANDUM

**TO:** SkillsUSA Advisors

**FROM:** Tjazha Mazhani, SkillsUSA Georgia Postsecondary State Director

**DATE:** March 4, 2019

We are only a few weeks away from the BIG EVENT!!! 2019 SkillsUSA State Conference!! I know each of you is as excited about attending and participating as I am!

I am sending you the tentative schedules for the conference. When you pick up your registration packets at the Renaissance Concourse Atlanta Airport Hotel, you will receive a printed program. Any contestants (and advisors) attending Thursday contests at the GICC need name badges, please be sure to distribute these accordingly. This year most Thursday contests begin in the late morning/early afternoon so we expect for you to pick up your own badges from the hotel prior to competition with the exception of Welding Fabrication. However, if you anticipate any issues with coming to the hotel first, please email [tmazhani@tcsg.edu](mailto:tmazhani@tcsg.edu) and we can arrange to have your badges for those Thursday contests available for you at the GICC. David Hall will be at the GICC as your main point of contact if there are any issues. Welding Fabrication contestants are to meet David Hall at the GICC no later than 7am on Thursday to get their badges.

After you arrive at the Renaissance Concourse Atlanta Airport Hotel on Thursday morning, have one advisor from your college to proceed to the lower level of the hotel to pick-up your college

packets from the registration area. You will be given a list of your contestants that were registered for the conference. You will be asked to review the list and let the person in registration know if you have any No Shows. This is very important that the advisor that picks-up your college registration packet knows this information. If he or she does not, they will not be allowed to pick up the packet.

Dr. John Scott and I have been sending out tool lists and any contest updates over the last few weeks, we will continue to send more as we receive them. If your contest does not have any updates sent, that means you are to bring what is listed in the national technical standards. **It is your responsibility to ensure your student knows what to bring to the contest based on the technical standards and/or contest updates.** Please make sure you keep checking your emails from the SkillsUSA listserv as well as the SkillsUSA Georgia Postsecondary website ([www.skillsusagaps.org](http://www.skillsusagaps.org)).

## **Important Information:**

### **Established Performance Level:**

All contestants, with the exception of those in Related Technical Math, must score at least 70% of the total possible points of the contest to be awarded first place and be eligible to advance to the National Championships. Most of our contests have a 1000 total point value, which means that contestants must score 700 points. Related Math Contestants must score 60% of the total possible points in the written test only contest. This means that there may not be a first place winner announced at the Awards Ceremony in some contests.

We want to ensure that we send students to the national conference that are prepared to compete at that level and have a good chance to win a medal. Georgia is the number 2 leading medal state in the nation (combined with secondary medals), part of that reason is our commitment to abide primarily by national standards and to adhere to the minimum score so that our students are confident in their abilities as they head to the national conference.

Additionally, our policies state: To be eligible for recognition at the State level Championships, second and third place winners must also earn point scores of at least 500 or 50%. For Related Technical Math contestants, second and third place winners would have to score 400 points or 40% for state level recognition.

There are rare, but not impossible, cases where a contest may not yield any medals due to our performance level standards or that the highest medal awarded might be silver or bronze. Please ensure you have communicated this with your students in advance so that they are prepared for the awards ceremony.

Judging decisions are final and cannot be appealed.

### **Grievances:**

Advisors, if you have a grievance on any contest held at Atlanta Tech you have 30 minutes after the contest has ended to file such grievance. You will need to come to Room B205A in the Dennard Building to fill out a grievance form with a TCSG staff member operating the grievance process. You may also find Tjazha Mazhani, Dr. John Scott, or any Planning Committee member for directions on how to file a grievance.

Advisors, if you have a grievance on any contest held at the GICC you have 30 minutes after the contest has ended to file such grievance. You will need to come to Office B and see David Hall or Steve Conway to file a grievance.

Keep in mind that the decision of the grievance committee is final and cannot be appealed.

### **Written Tests:**

Contests that require a written test may be administered prior to the Championships or taken as part of the contest day activity. The SkillsUSA Georgia Postsecondary website has the online testing information. Online testing for this year has already taken place. Any students who did not take an online test during the prescribed times will result in a substantial loss of points on the contest; however they may still compete in the other areas of the contest.

## **Resumes:**

A one-page resume is required to be submitted to the technical chairperson of all contests this year. Failure to submit a resume or a resume more than one page in length will result in penalty points being assessed.

## **Dress Code:**

### **Official / Recommended Dress for the Championships (Contests):**

- The following information is the recommended contest dress for the **Georgia Postsecondary SkillsUSA Championships**:
  - *National level official required dress is not required at the state level*
  - *Official dress is appreciated but not required and does not give these students any advantage in scoring*
    - ***No penalty points will be assessed for not wearing full official SkillsUSA dress at the State Level Championships***
  - *If the contestant does not have access to the official dress, they should wear the color of clothing specified in the Technical Standards for their contest*
    - If the color of clothing is not specified in the Standards, the Planning Committee encourages the following:
      - *Skill and Technical Sciences contestants should wear tan, blue (not denim) or black pants and white, black or blue shirt*
      - *Leadership contestants should wear black slacks or pants and clean white shirts (dress shirts or polo)*
      - *Contestants in health occupations, cosmetology, esthetics, and nail care should wear their college scrubs or uniforms with the names of the college masked*
      - *CEFGA Contestants are required to wear the CEFGA branded t-shirt provided.*
  - *Footwear and safety glasses*
    - Contestants must wear approved shoes and safety glasses when working in heavy industrial environments and healthcare
    - Please note that canvas or athletic type shoes **do not** meet requirements

**Official / Recommended Dress for the State Conference Ceremonies (Opening and Closing/Awards):**

- Dress code for the Opening and Closing (Awards) Ceremonies:
  - *Official SkillsUSA attire or Business attire*
  - *Black dress pants or black skirts (no miniskirts, no slits in skirts)*
  - *Black, navy or tan khaki pants or black or navy skirts*
  - *White shirts or blouses*
  - *School dress shirts (not polo shirts)*
  - *Black closed toe and closed heel shoes*
  - *Denim, T-shirts, sweat shirts, sandals or tennis shoes will not be permitted*
  - *During the Closing Ceremony, students who are inappropriately dressed will not be allowed on stage to receive their medals*
  - *This dress code applies to both advisors and students and will be strictly enforced*
- **The dress code information above is subject to changes by the State Director so please pay attention to dress code information that is posted on the website or sent out on the Listserv**
- No CEFGA t-shirts are allowed in the closing/awards ceremony.

**CEFGA Breakfast:**

Advisors, please be reminded that the CEFGA breakfast is mandatory for students in construction related contests. Those contests are identified below. These students must wear the t-shirt provided (will be in your registration packet) to that breakfast, no exceptions. Advisors are welcome to this breakfast as well, however only CEFGA contest students may attend.

CEFGA Construction Related Contests: 3-D Visualization and Animation; Architectural Drafting; Cabinet Making; Carpentry; CNC Milling Specialist; CNC Technician; CNC Turning Specialist; Electrical Construction Wiring; Heating, Ventilation, Air Conditioning, & Refrigeration; Industrial Motor Controls; Masonry; Plumbing; Sheet Metal; Team Works; Technical Drafting; Welding; Welding Fabrication; and Welding Art Sculpture

### **State Officer Elections:**

Advisors, we will be electing the 2019-2020 State Officer Team on Thursday night immediately after the Opening Session during the delegate meeting. Each college will have 1 voting delegate with 1 additional voting delegate per 10 student members. (For example: your college student membership is 25, you then will receive in your packet 3 Voting Delegate Ribbons). Make sure you designate which students will be voting delegates and make sure they attach the voting delegate ribbon to bottom of their name badge.

### **Prizes:**

Advisors, please remember that each college is to furnish prizes for two (2) contests. The amounts are: 1st place \$75, 2nd place \$50 and 3rd place \$25. Please make sure that you have your prizes labeled as to which contest and which place, this includes gift cards. Remember do not bring prizes that have your college logo on them. If you have further questions or need to add your college to the prize grid please contact Ms. Cynthia Carter at [ccarter@southgatech.edu](mailto:ccarter@southgatech.edu).

At the awards ceremony, the student winner must come to the prize room to pick up their own prize and return to their seat inside the ballroom for the remainder of the ceremony. Early departure by any contestant is not acceptable. Please be respectful of all categories and remain until the end of the closing/awards ceremony.

### **Code of Conduct:**

The state conference and Championships is a college event and students and advisers are expected to abide by the code of conduct specified by their colleges at all times in travel and at the conference. Any damage to hotel property (including smoking in rooms) will be the responsibility of the occupant(s).

### **Personal Safety:**

Please be sure to lock your hotel room at all times. Please remove valuables from cars and vans. Please travel or walk in groups if possible, even on the hotel grounds. Please pay attention to evacuation plans posted on your hotel door or some other location.

**Emergencies:**

Any emergencies should be reported to the applicable authorities. As soon as possible, please be sure to contact the State Director Tjazha Mazhani at [tmazhani@tcsge.edu](mailto:tmazhani@tcsge.edu) to inform her of any emergencies that occurred and any steps taken (for example, student was taken to the hospital, etc.).

# SkillsUSA Georgia Postsecondary

## Championships Schedule

Thursday, March 21, 2019

**TENTATIVE**

7:00 a.m.—11:30 a.m.	<b>Welding Fabrication Competition (GICC)</b>
9:00 a.m.—1:00 p.m.	<b>Registration &amp; Prize Drop-Off</b> (Renaissance Concourse Atlanta Airport Hotel, Banquet Level)
9:00 a.m.—4:00 p.m.	<b>Exhibit Hall Open—Career Expo</b> (GICC), Must Have Name Badges
10:00 a.m.—10:30 a.m.	<b>State Officers Candidate Meeting</b> (Renaissance Hotel)
11:00 a.m.—12:30 p.m.	<b>State Officers Candidate Interviews</b> (Renaissance Hotel)
11:30 a.m.—6:00 p.m.	<b>Team Works Competition</b> (GICC)
1:00 p.m.—6:00 p.m.	<b>Diesel Equipment Technology Competition</b> (GICC)
1:30 p.m.—4:00 p.m.	<b>State Officers Candidate Campaigning/Meet &amp; Greet</b> (Renaissance Hotel, Banquet Level)
2:30 p.m.—3:00 p.m.	<b>Mandatory Orientation of all GICC Contestants</b> (Renaissance Hotel Ballroom)
3:00 p.m.—3:30 p.m.	<b>Mandatory Orientation of all Atlanta Technical College Contestants</b> (Renaissance Hotel Ballroom)
3:30 p.m.—4:00 p.m.	<b>Mandatory Orientation of Advisors</b> (Renaissance Hotel Ballroom)
3:00 p.m.—6:00 p.m.	<b>Auto Refinishing and Collision Repair, Part I</b> (Caliber Collision Center of Morrow at Allan Vigil Ford)
7:00 p.m.—9:00 p.m.	<b>Opening General Session</b> , Including Delegate Assembly, Membership Awards, & Chapter Excellence Program Awards (Renaissance Hotel Ballroom)
Time TBD	<b>Digital Cinema Production Orientation</b> (Renaissance Hotel Ballroom)



**SkillsUSA Georgia Postsecondary**

**Championships Schedule**

**Friday, March 22, 2019**

**ATLANTA TECHNICAL COLLEGE SCHEDULE**

**Leadership, Occupationally Related, and Skilled & Technical Sciences Contests**

**TENTATIVE**

8:00 a.m.—8:30 a.m.

Briefing of Chairpersons and Judges for the following contests:

Advertising Design; Barbering; Commercial Baking; Computer Programming; Cosmetology; Crime Scene Investigation; Criminal Justice; Culinary Arts; Digital Cinema Production; Early Childhood Education; Electronics Technology; Esthetics; First Aid/CPR; Information Technology Systems; Internetworking; Medical Assisting; Medical Math; Medical Terminology; Nail Care; Nurse Assisting; Photography; Practical Nursing; Related Technical Math; Restaurant Services; Technical Computer Applications; Television Production; Web Design.

8:40 a.m.—9:00 a.m.

**Contestant Briefing** for the following contests (in the respective contest areas):

Advertising Design; Barbering; Commercial Baking; Computer Programming; Cosmetology; Crime Scene Investigation; Criminal Justice; Culinary Arts; Digital Cinema Production; Early Childhood Education; Electronics Technology; Esthetics; First Aid/CPR; Information Technology Systems; Internetworking; Medical Assisting; Medical Math; Medical Terminology; Nail Care; Nurse Assisting; Photography; Practical Nursing; Related Technical Math; Restaurant Services; Technical Computer Applications; Television Production; Web Design..

9:00 a.m.—10:00 a.m.

Quiz Bowl Practice

10:00 a.m.—10:30 a.m.

Briefing of Chairpersons and Judges for the following contests:

American Spirit; Career Pathways; Chapter Display; Community Service; Customer Service; Employment Application Process; Entrepreneurship; Extemporaneous Speaking; Health Knowledge Bowl; Health Occupations Professional Portfolio; Job Interview; Job Skills Demonstration A; Job Skills Demonstration Open; Occupational Health and Safety; Opening & Closing Ceremonies; Pin Design; Prepared Speech; Promotional Bulletin Board; Quiz Bowl; T-Shirt Design.

10:40 a.m.—11:00 a.m.

**Contestant Briefing** for the following contests (in the respective contest areas):

American Spirit; Career Pathways; Chapter Display; Community Service; Customer Service; Employment Application Process; Entrepreneurship; Extemporaneous Speaking; Health Knowledge Bowl; Health Occupations Professional Portfolio; Job Interview; Job Skills Demonstration A; Job Skills Demonstration Open; Occupational Health and Safety; Opening & Closing Ceremonies; Pin Design; Prepared Speech; Promotional Bulletin Board; Quiz Bowl; T-Shirt Design.

# SkillsUSA Georgia Postsecondary

## Championships Schedule

Friday, March 22, 2019

## GICC SCHEDULE

### Construction and Transportation Related Contests

## TENTATIVE

7:15 a.m.	<b>CEFGA Breakfast for Construction Related Contestants</b> (Must Wear CEFGA T-Shirt) and Construction Related Advisors, GICC Ballroom
8:45 a.m.	<b>Ribbon Cutting Ceremony</b> , GICC
9:00 a.m.—12:00 p.m.	<b>Diesel Equipment Technology Contest</b>
9:00 a.m.—3:00 p.m.	<b>CEFGA and TEFGA Competitions for GICC Contests except Welding &amp; Diesel Equipment Technology</b> (Note: some contests may run longer), GICC Exhibit Hall
9:00 a.m.—3:00 p.m.	<b>3D Visualization/Animation, Architectural Drafting, &amp; Technical Drafting</b> , GICC Australian Suite
9:00 a.m.—2:00 p.m.	<b>Exhibit Hall Open—Career Expo</b> (GICC) Must Have Name Badges
12:30 p.m.—3:30 p.m.	<b>Welding Contest</b>

**CEFGA Construction Related Contests:** 3-D Visualization and Animation; Architectural Drafting; Cabinet Making; Carpentry; CNC Milling Specialist; CNC Technician; CNC Turning Specialist; Electrical Construction Wiring; Heating, Ventilation, Air Conditioning, & Refrigeration; Industrial Motor Controls; Masonry; Plumbing; Sheet Metal; Team Works; Technical Drafting; Welding; Welding Fabrication; and Welding Art Sculpture

**TEFGA Transportation Related Contests:** Additive Manufacturing; Automotive Service Technology; Diesel Equipment Technology; Firefighting; and Motorcycle Service Technology

**SkillsUSA Georgia Postsecondary**

**Championships Schedule**

**Friday, March 22, 2019**

**REMOTE CONTESTS SCHEDULE**

Note: some contests may run longer

**TENTATIVE**

7:30 a.m.—3:00 p.m.

TEFGA Remote Site Contests:

**Auto Refinishing and Collision Repair Technology Contests,  
Caliber Collision Center of Morrow at Allan Vigil Ford**

*Contestants must arrive by 7:30 a.m. for contest orientation*

**SkillsUSA Georgia Postsecondary**

**Championships Schedule**

**Saturday, March 23, 2019**

**TENTATIVE**

8:30 a.m.—12:30 p.m.

**Prize Room Open (Renaissance Hotel)**

10:00 a.m.—12:00 p.m.

**Awards Ceremony (Renaissance Hotel Ballroom)**