

SkillsUSA MARYLAND
REGIONAL GUIDELINES

Revised – September 1, 2004

SkillsUSA Maryland Competitive Regions

Eastern

Caroline
Dorchester
Queen Anne's
Somerset
Talbot
Wicomico
Worcester
Kent

Northeast

Carroll
Cecil
Harford
Howard
Baltimore County

Baltimore City

Baltimore City
Anne Arundel

Southern

Calvert
Charles
St. Mary's

Central

Prince George's
Montgomery

Western

Allegany
Frederick
Garrett
Washington

SkillsUSA Maryland Regionals Secondary Division

Guidelines

- Rationale:** Regional competitions serve two important purposes: they help to establish a maximum number of state competitors in events where space and/or safety concerns are an issue and they give more students from local chapters an opportunity to participate in competitions. Please refer to the following helpful guidelines when planning and facilitating a regional event.
1. There are six (6) SkillsUSA regions in the State of Maryland (see chart in Appendix). A region will not divide a local education agency. Each region shall be responsible for planning and conducting annual SkillsUSA Regional competitions and reporting the date, location, contests held and official results to the state director no later than the state established deadline.
 2. The number of students entering the State Championship shall be determined by the following:
 - a. **Leadership Development Contests** –
One (1) entry (individual or team entry) per chapter may directly enter the state championship with the following exceptions:
Action Skills – three (3) per chapter
Job Skills Demo A – six (6) per chapter
Job Skills Demo B – three (3) per chapter
 - b. **Health Occupations**
Three (3) per region with exceptions for low participation contests to be determined by state director after all regional competition result are received.
 - c. **Occupational Related Contests**
One (1) entry per chapter with the following exceptions:
Principles of Technology – two (2) per chapter
Related Technical Math – two (3) per chapter
 - d. **Trade, Industrial, and Technical Contests and “State Only Contests”**
Three (3) per region with exceptions for low participation contests to be determined by state director after all regional competition results are received.
 - e. **National Demonstration Contests**
By invitation of the State Director only
 3. If more than three (3) students from the same region who meet local school qualifications wish to compete in a state-level competition (ie. typically Health Occupations or Trade, Industrial and Technical competitions), a regionally binding contest must be held and the top three (3) winners will represent the region at the State Championship.
 4. Each region will hold a fall planning meeting to determine the number of contests that need to be facilitated and the number of competitors entering each contest. A representative from each

participating local chapter is required to attend this meeting. The maximum number of competitors participating in a contest will be determined by consensus at the regional planning meeting. If a consensus cannot be reached a maximum of three (3) competitors per chapter will be allowed to enter a regional contest.

5. SkillsUSA regional planning committees should consist of at least one (1) representative from each chapter and one (1) administrator/designee from the primary host school. *Chapters not represented at planning committee meetings may not be allowed to enter students in the regional contests.*
6. Each region is strongly advised to establish a rotation schedule for hosting competitions. A planning meeting should be held with representatives of all chapters in order to determine the logistics required to facilitate a regional competition and to make regional decisions. The regional chair (host) is responsible for notifying all chapters within the region of the dates and locations of regional meetings.
7. The State Director will not be involved in any aspect of planning or facilitating the SkillsUSA Regional competitions, but will attend competitions when possible.
8. A list of skills to be tested shall be selected from the “SkillsUSA Technical Standards 2005-2007” manual. All contest materials, personnel (ie. judges) and awards shall be the responsibility of the SkillsUSA regional planning committee.
9. Each local advisor, along with the regional host advisor, is responsible for ensuring that all assigned tasks are completed by the established deadlines.
10. All grievances shall be resolved at the regional level. The state director will not enter into any discussions regarding grievances at the regional level. It is recommended that each region establish a grievance committee and develop a grievance form. All situations/problems must be solved at the regional level.

*****The chapter advisor or an administrator from his/her school must file a written and signed grievance form within one hour of the conclusion of the contest.*****

11. The regional committee should establish regional conference fees in consultation with the chapters represented in the region. All chapter accounts (regional fees) **MUST** be paid in full prior to the regional chair submitting names of competitors to the state office for entry into the state competition.
12. Each regional competition should have policy guidelines, which may include, but are not limited to:
 - a. Late Arrivals
 - b. Awards/Certificates
 - c. Conduct and Dress Requirements
 - d. Meal Functions (if applicable)
 - e. Number of Competitors per Event
 - f. Planning Meetings
 - g. Adhering to Deadlines
 - h. Grievance Committees and Forms
 - i. Alternate Contestants

*****Policies should be forwarded to state director.*****

SkillsUSA Maryland Regional Contest Results

**Important: To be returned to Chuck Wallace, DCTAL, MSDE
immediately following Regional Contest**

Fax # - 410-333-2099 / cwallace@msde.state.md.us

Mail - MSDE

DCTAL/Chuck Wallace

200 W. Baltimore St.

Baltimore, MD 21201

Region: (Circle One) 1 2 3 4 5 6 **Date:** _____

Contest: _____

Results: **Student Name** (please print clearly) **School** (please print clearly)

1st _____

2nd _____

3rd _____

4th _____

5th _____

6th _____

Regional Chairperson's Signature: _____

(Please print name): _____