

SkillsUSA California
52nd Annual State Leadership and Skill Conference

UPDATED 3/1/19

April 25 through April 28, 2019

Ontario, California

Ontario Convention Center

Opening Ceremonies Begin PROMPTLY at 7 p.m. on April 25th
Plan to arrive in time to register at the Ontario Convention Center PRIOR to the beginning of the Opening Ceremonies

IMPORTANT DATES

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| Hotel Reservations Close | April 4, 2019 |
| Cancellation (hotel and/or registration with Refund) | April 11, 2019 |
| State Officer Applications due | April 4, 2019 |
| Online Conference Registration Closes | April 11, 2019 |
| (Conference registration fees must be received & paid in full by April 19, 2019) | |
| Voting Delegate Registration DUE | April 11, 2019 |

Registration: *Contestants, Observers, Chaperones, Advisors* **\$160.00**

To register login to
www.skillsusa.org

Courtesy Corps, registered Voting Delegates \$110.00

(For student members attending the conference and serving as Courtesy Corps participants – **MAXIMUM of 4 participants per Chapter**). Courtesy Corps members CANNOT be contest participants/alternates at the conference. One room will be reimbursed at checkout for a team of 4 from one school. Students attending to **serve only as Voting Delegates** (special schedule of events including celebration dinner on Saturday evening).

Mail Conference Registration payment to: SkillsUSA California, Board Treasurer
1809 S Street, Suite 101-274
Sacramento, CA 95811

(submit a copy of your invoice along with your check payable to SkillsUSA California)

Hotel Reservations:

Hotel Reservation System OPENS on March 1, 2019 and Closes on April 4, 2019
DO NOT contact the hotels directly, they will not accept your reservations or assist you.
ALL conference attendees are required to stay at one of the Conference Host Hotels.

Conference Hotel reservations are open from March 1 to April 4, 2019. Here is the link for hotel reservations

<https://book.passkey.com/go/USA19>

The SkillsUSA California State Conference lodging rates have been negotiated to include special amenities for each property and vary by property as well.

All hotel costs are paid by the chapter directly to the hotel.

SkillsUSA California conference attendees are required to stay at the host hotels.

CONFERENCE REGISTRATION & HOTEL RESERVATION INFORMATION

SkillsUSA California 52nd Annual State Leadership and Skill Conference

PLEASE READ CAREFULLY

Conference Registration:

- ALL contest scores and placements will be posted on the SkillsUSA California website www.skillsusaca.org . Each advisor must register their state competitors and conference participants by logging on at www.skillsusa.org , go to Registration, Conference Registration, California Skills Leadership Conference, and enter your participants names and **complete** information. When you submit your conference registration, an invoice will immediately be emailed to you. Submit the invoice along with the proper conference fees to the SkillsUSA California Board Treasurer **before the April 19, 2019 deadline** in order for the medal winners to be registered and advance to the State Conference. NOTE – you are also required to register your Courtesy Corps members, individuals that will be solely serving as registered Voting Delegates and other conference participants (advisors, observers, chaperones, and contest models) from your chapter by following the above steps.
- All contestants identified on the SkillsUSA California website as 'ATS' (Advancing to State) from regional competitions will be guaranteed a spot to compete at the state conference (through the April 11th registration deadline).
- **NEW FOR 2019 STATE CONFERENCE** - Contestants are allowed to compete in one (1) skill, - OR - one (1) leadership contest, as identified by ATS at the Regional Conference level. If you qualified to participate in both a leadership and skill event at the regional level, you will have to make a choice when you register for the State Conference. The Conference Registration System WILL NOT allow you to register a student for more than one competitive event.
- All registration payments must be received by **April 19, 2019**. If payment is not received by this date, the Chapter will be advised that your State Conference Registration materials will be held at the conference site delaying the registration process for your conference attendees.
- All registered students and advisors are required to have a completed and signed Form 1 on file with the SkillsUSA California Conference Office. Chaperones and school staff responsible for student oversight **must be registered for the State Conference** and have a completed and signed Form 1 and Form 2 on file with the SkillsUSA California Conference Office. (these forms are located on the www.skillsusaca.org website). **Forms will be reviewed and collected at Conference Registration.**
- If a contestant requires special consideration or accommodations during the conference, **include this information on the conference registration form** AND contact Clay Mitchell clay.mitchell@skillsusaca.org via email **at least three weeks prior** to April 25, 2019. All reasonable efforts will be made to accommodate special needs.

Any questions should be directed to Clay Mitchell (916) 717-1339 clay.mitchell@skillsusaca.org

SkillsUSA CA Housing Information Summary

All participants must stay at one of the official conference hotels for the duration of the conference, which is a minimum of 3 nights (April 25-28, 2019). Students needing to leave the conference on Saturday to attend other events, can do so by providing the State Director with a written request on or before the registration deadline, April 4, 2019.

Hotel Reservations are made by each chapter by clicking on the following the SkillsUSA California reservation link <https://book.passkey.com/go/USA19>

IMPORTANT INFORMATION

- DO NOT CONTACT THE HOTELS DIRECTLY. All reservations and requests are handled through the Ontario Convention Center Housing Bureau from March 1, to April 4, 2019.
- Reservations at your lodging property must be secured by using a credit card at time of reservation **for guarantee only**.
- Hotel payment policies vary. In order for the hotel to secure guest room reservations when a school is paying by check, the hotels require that they receive the check for all charges no later than **14 days prior to arrival**.
 - Schools that choose to pay by check will not be allowed to check-in if check is not received by this deadline.
- **Hotel reservations must be made by April 4, 2019.** If you wish to cancel hotel reservations, you must do so before April 4, 2019 or you will be responsible for the first night's room and tax for each room unoccupied or canceled.

Frequently Asked Questions

- Q. I forgot to register my students and myself for the State Conference by the April 11, 2019 registration deadline, can we still attend and compete? A.** NO. Do not attend and ask that we allow you and your students to be able to participate in the conference. If you are not registered by the conference registration deadline, you are NOT allowed to compete.
- Q. What are the conference portfolio/resume requirements for 2019? A.** Competitors **will not** be required to provide a portfolio/resume at registration. However, some contests will require a portfolio/resume as part of their contest. Check the Contest Update page on the SkillsUSA California website www.skillsusaca.org for contest-specific portfolio/resume requirements and information.
- Q. How many contests can a member compete in at the State level? A.** A member can compete in one competitive event (1) leadership OR one (1) skill contest at state. This is in alignment with the national conference registration guidelines.
- Q. Do I have to attend the Opening Ceremony? A.** YES. The Opening Ceremony is an important component of member participation in SkillsUSA California. Important last-minute information is provided in conjunction with the opening ceremony.
- Q. Can I pay late? A.** No. Payments/fees *must be received* at the SkillsUSA California office no later than April 19, 2019. **Late fees and registrations will not be accepted.**
- Q. What form of payment is acceptable? A.** *Conference Registration* - All payments must be made by check, payable to SkillsUSA California or by using a credit card by contacting admin@skillsusaca.org . **PO's will not be accepted.** *Hotel Reservations* – Make payment arrangements with the Hotel at time of hotel reservation. **Hotel reservations must be made by April 4, 2019.** If you wish to cancel hotel reservations, you must do so before April 4, 2019 or you will be responsible for the first night's room and tax for each room unoccupied or canceled. Here is the link to the hotel reservation system <https://book.passkey.com/go/USA19>
- Q. Can I change someone on a team, i.e. Opening/Closing Ceremony? A.** YES, as long as the substitute is a paid member of the organization – AND – have paid their conference registration prior to the April 19, 2019 deadline. If a member has an unforeseen circumstance arise before the conference and cannot attend the conference, the advisor can make a substitution, providing the substitute meets the above-mentioned requirements. No substitution will be allowed after on-site registration.
- Q. One of my members left our district and no longer attends our school; can I get a conference registration refund? A.** Yes, up to April 11, 2019. Please note there will be a \$50.00 service charge per refund. **NO CONFERENCE REFUNDS WILL BE PROCESSED OR ISSUED AFTER April 11, 2019.**
- Q. If a member wins a medal do they have to be present to receive it? A.** YES. Winning a medal and receiving that medal is an important experience for members. Any member not present to receive their medal will forfeit that medal and all winners present will move up one spot. To be excused from the medal ceremony and still be eligible for a medal, written approval must be obtained from and on file with the SkillsUSA CA State Director **prior to the beginning** of the awards ceremony.
- Q. If a member wins a medal, and is not in appropriate dress, can they still receive**

their medal on stage? A. NO. Students that are called to the stage as winners for a contest must adhere to the following dress code in order to go onstage and receive their medal:

- Must be in Official Dress – or – in official contest attire

Students that do not receive their medal onstage due to dress code violations will be disqualified and the next highest contestant will move up to receive the medal and all associated prizes for that contest placement.

- Q. My contestant arrived late at the contest; can they get extra time? A.** NO. Extra time will not be given.
- Q. What do I get for my \$160.00 conference participant registration fee? A.** Registered conference participants will receive the following: Conference Package - Mandatory meals include Friday – lunch (\$17 value); Saturday – lunch (\$17 value), Vendor sponsored state pin and conference t-shirt. *Perkins or CTEIG funding can be used to pay the conference registration fee with the exception of the two lunches (\$34) – the state conference pin and t-shirt are sponsored by vendor fees.*
- Q. What is the Courtesy Corps, and what do they get for their \$110.00 conference registration fee? A.** Courtesy Corps members will serve as conference staff assistants and provide support for the operation of the 52nd Annual state conference. Each Courtesy Corps member will be required to attend a Courtesy Corps orientation meeting on Thursday afternoon prior to the Opening Ceremony and assist with conference operations Thursday through Sunday. A Chapter can register up to 4 Courtesy Corps members (the Chapter will receive one complimentary room for the team of 4 Courtesy Corps members that register and assist with the Conference operations for the duration of the State Conference activities). Each paid Courtesy Corps member/registrant will receive the following; Conference Package; meals noted above, and Vendor sponsored state pin and Courtesy Corps t-shirt. *Perkins or CTEIG funding can be used to pay the conference registration fee with the exception of the two box lunches (\$34) – the state conference pin and t-shirt are sponsored by vendor fees.*
- Q. What is a registered Voting Delegate and what do they get for their \$110.00 conference registration fee? A.** Individuals attending the conference as registered voting delegates will attend special training sessions lead by State officers as well as all voting delegate sessions. They will also attend a delegate dinner provided to all voting delegates as part of the voting delegate experience at the State conference. National voting delegates will be identified and selected at the conclusion of the delegate sessions. These individuals will receive state-sponsored NLSC Activate registration and serve as NLSC voting delegates at the 2019 NLSC representing SkillsUSA California.
- Q. Who do I contact to get clarification or more information regarding conference registration? A.** Call or email Clay Mitchell 916-717-1339 clay.mitchell@skillsusaca.org .