

# **ADVISOR SESSION AGENDA**

2019 SkillsUSA Utah Leadership Training Institute



- How to run a Quality Chapter/CEP Applications
- New Policies/Bylaws/Etc.
  - Contest Cut Score/Scoring Procedure
- Review of Navigating the State Website
  - Where to Access Dates & Deadlines/Explain Late Fees
- Review of Navigating the National Website
  - New Advisor Resources
  - Membership Registration
  - Event Registration
  - How to Access Technical Standards
- Billing Payment Methods
- How to Access/Utilize the Officer Team & Officer Team Dress Code
- Question & Answer

## **IMPORTANT CONTACT INFORMATION & RESOURCES:**

***\*PLEASE make sure the following email addresses are unblocked from your school district's firewall or you may not be receiving crucial communications about SkillsUSA Utah.***

### **STATE DIRECTOR:**

- Richard Wittwer
  - 435-590-8386 Cell (You may have to leave a message.)
  - 435-865-3938 Office
  - [skillsusa.utahstatedirector@gmail.com](mailto:skillsusa.utahstatedirector@gmail.com)

### **ASSISTANTS TO THE STATE DIRECTOR:**

- Angelee (Angie) Day
  - [angelee.day@gmail.com](mailto:angelee.day@gmail.com) (Email Preferred)
- Savannah Whitney
  - [savysmiles@gmail.com](mailto:savysmiles@gmail.com)

### **SkillsUSA UTAH OFFICE:**

- (385) 212-4727
- [utahskillsusa@gmail.com](mailto:utahskillsusa@gmail.com)

### **SkillsUSA UTAH STATE WEBSITE:**

- <http://www.utahskillsusa.org>

### **STATE OFFICER TEAM:**

- (385) 312-0821
- [customersupport@utahskillsusa.org](mailto:customersupport@utahskillsusa.org)

### **National Office:**

Main phone number: 707-777-8810

**National Website:** <http://www.skillsusa.org>

### **National SkillsUSA Hotline:**

The hotline operators are trained to assist teachers in starting new chapters, strengthening existing ones and engaging more members where they are established. In addition to having extensive knowledge in educational resources and programming that SkillsUSA offers, the operators are well versed in assisting teachers with using the online membership registration system. Please contact them with membership registration needs.

**MEMBERSHIP HOTLINE: 844-875-4557**

### **Hotline Hours:**

- 8:00 am – 5:00 pm ET (6:00 am – 3:00 pm MT) Mon.-Wed.-Fri.
- 11:00 am – 7:00 pm ET (9:00 am – 5:00 pm MT) Tues.-Thur.