Logo

Description automatically generatedWashingtonTechnology Student Association

*PO Box 1635*

*Goldendale, WA 98620*

I, \_      , have read and understand the qualifications of a Washington TSA State Officer, and realize the duties of those officers. I have also read and understand the election process, Officer Expectations, and all information provided in the State Officer Application Packet.

If elected, I agree to attend and participate fully in all required Washington TSA activities during my term of office, and fulfill my duties to the best of my ability. I understand travel will be required within COVID pandemic restrictions, and agree to that travel.

If elected, I agree to attend all of the following events. I understand many of the events will require hours of work ahead of time, travel the evening prior to the event, setup prior to the event, and staying after the event to help with clean up.

|  |  |  |
| --- | --- | --- |
| **Date** | **Event** | **Location** |
| April 20, 2023 | State Officer conference call | Zoom meeting – 7:30 pm |
| May 21-24, 2023 | Joint State Officer Training | University of Puget Sound, Tacoma, WA |
| June 28 – July 2, 2023 | National TSA Conference *(optional)* | Louisville, KY |
| August 6-7, 2023 | WA-ACTE Conference | Spokane, WA *(not all officers)* |
| 4 days in summer (TBD) | Officer Planning Retreat | TBD |
| Oct-Dec 2023 | WTSA Leadership Training | TBD (6 separate days & locations) |
| Jan-Feb 2024 | CTSO Legislative Advocacy Day | Olympia, WA |
| March 2024 | WITEA Conference | Wenatchee, WA |
| March 2024 | WTSA State Conference | Doubletree Seatac |

If elected, I understand and agree to the following:

* Dates are subject to change and will require Officers to miss approximately 15 days of school.
* All WTSA events are mandatory, and all State Officers will be expected to be at all events for the entire length of the event.
* The State President will be expected to attend all WTSA Board of Directors meetings (mostly conference calls).
* WTSA officers will be required to attend and assist at regional competitions throughout the state which are not listed on the above schedule.
* All WTSA State officers will be expected to adhere to the WTSA Code of Conduct at all times.
* WTSA State Officers are expected to meet deadlines, communicate effectively, and work independently throughout the entire year. Officers must be able to balance school, work, sports and WTSA activities.
* WTSA Officers may be required to miss personal events such as sports banquets, family events and other activities if they fall during a WTSA event.

If elected, I understand that I must attend the **mandatory** State Officer Training (May 21-24, 2023). Failure to attend this event will result in my immediate removal from office.

I certify that I am a member in Good Standing of the \_      Chapter.

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Candidate Signature Date

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Parent/ Guardian Signature Date

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One of the goals of Technology Student Association is to become an integral part of the Technology Education program in all schools. Technology is an integral part of the American culture; it is necessary for schools to provide students with an appreciation and understanding of the role and dynamics of technology in our society. TSA springs from the human abilities to reason, solve problems, create, construct and use materials imaginatively. The study of technology, integrated into the school curricula, promotes the development of these abilities and prepares students for a fulfilled and responsible adulthood.

**It is the responsibility of all Washington TSA State Officers to conduct themselves in an outgoing, professional, respectful, and businesslike manner at all times.**

1. All officers are expected to attend and be on time to all meetings and eventsduring the year.
2. All officers are expected to communicate regularly with the Executive Director and other state officers, including replying to all correspondence.
3. All officers are expected to meet deadlines, and complete any tasks assigned to them.
4. All officers shall behave in a courteous and respectful manner, refraining from language and actions that might bring discredit upon them, their school, their families, or upon Washington TSA.
5. Conduct not conducive to a business environment will not be allowed.  Such conduct includes, but is not limited to, actions disrupting a businesslike atmosphere, association with non-conference individuals or activities that endanger self or others.
6. At any function sponsored by TSA, all officers, participants and guests shall abide by the dress code.
7. There shall be no defacing of public property. The individual(s) responsible must pay any damages to the property or furnishings in the hotel rooms or building.
8. If male and female officers visit each other in their hotel rooms at any time, the door must be open.  These visits must have prior approval of the State Advisors.
9. All officers will be in their own rooms by designated curfew and will not leave the room after curfew.  Advisors will always do one or more room checks, following curfew. Officers may expect the advisor to also follow-up with a phone room check at any hour following curfew.
10. Officers shall keep the State Advisors informed of their activities and whereabouts AT ALL TIMES.
11. Accidents, injuries or illnesses must be reported to the State Advisors when they occur.
12. Officers must always travel with a group (never alone) and should not go into hotel stairwell alone, areas that are poorly lit, or areas that have light pedestrian traffic.
13. Washington TSA Medical Release Forms are required for all activities.
14. Officers, delegates, or alumni shall possess no alcoholic beverages, narcotics, tobacco, or firearms in any form, at any time, under any circumstances.
15. Use of tobacco products is prohibited by all officers.
16. The Washington TSA Executive Director, and/or Board of Directors reserves the right to dismiss any officer from the team if they are in violation of any rules and regulations.
17. The Washington TSA Executive Director, and/or Board of Directors reserves the right to remove any officer from the team if they do not attend meetings, do not meet deadlines, or do not participate as an integral part of the WTSA State Officer Team.
18. Serving as a WTSA State Officer is a privilege, not a right.
19. WTSA is a student-led organization, not a student-run organization.

“We” (officer and parent(s)/guardian) fully understand the Washington TSA Code of Conduct and agree to comply with these guidelines.  Furthermore, we are aware of the consequences that will result from violation of any of the above guidelines.

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Officer/Candidate Signature                   Date

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Parent or Guardian Signature                       DateLogo

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**Permission to Publish**

As a Washington TSA State Officer and Candidate, the student’s name, photo, e-mail address, and school contact information will be posted on the Washington TSA Website and printed documents. The student’s home contact information will not be published.

I (the undersigned) give Washington TSA, and its partners, which include but are not limited to National TSA, Central Washington University, Washington Association for Career & Technical Education, Washington Industrial Technology Education Association, and the Washington State Office of Superintendent of Public Instruction, permission to publish electronic and printed documents with the materials above.

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Printed name of Student

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Student Signature Date

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Parent/ Guardian Signature Date

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Parent/ Guardian Signature Date

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Parent/ Guardian Signature Date

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Parent/ Guardian Signature Date

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**Candidate Name:\_**

**Parent/ Guardian Statement:**

We are willing for our son/daughter to be a State Officer for the Washington Technology Student Association should he/she be elected. We realize not only that additional time and effort will be required of our child in this position, but also that travel in and out of state during the year will be required, as will missing a certain number of days of school. We will cooperate with our child and Washington TSA in fulfilling of his/her responsibilities. We understand that our child may be required to miss other events relating to school, sports and family to meet WTSA requirements. We have read and understand the information provided in the State Officer Application Packet. We understand we may be required to transport our child to events, or to a meeting point for transportation. We understand our child must be able to work independently, and meet deadlines, throughout the year. We understand that this position is not only about presenting at events, but also about planning and organizing those events, and handling all the details of those events, including setup and cleanup.

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Parent/ Guardian Signature Parent/ Guardian Signature Date

**Chapter Advisor Statement:**

I recommend       as a State Officer for the Washington Technology Student Association. I agree to assist the student in any way required by his/her office, including assisting with transportation. I agree to oversee the student’s responsibilities and make sure the student is meeting deadlines and other requirements.

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Chapter Advisor Signature Date

**School Principal Statement:**

I understand that       desires to be a State Officer for the Washington Technology Student Association. I recommend this student for a State Officer position and believe he/she is capable of maintaining his/her academic work while fulfilling the responsibilities of this position. If the student is elected, my school will provide the necessary administrative support providing the student maintains his/her academic work while fulfilling the responsibilities of this position. I understand that the State Officer position requires missing a certain number of days of school, and will work to ensure that these dates are excused as a school-related activity.

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School Principal Signature Date

**CTE Director Statement:**

I understand that       desires to be a State Officer for the Washington Technology Student Association. If the student is elected, my school district will provide the necessary administrative support for the student and his/her advisor. I agree to assist the student in any way, including assisting with transportation. I agree to oversee the student’s responsibilities and make sure the student is meeting deadlines and other requirements. I understand the student will be removed as a WTSA State Officer if they are not meeting the requirements of the position.

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CTE Director Signature Date