

March 5th, 2019

KYTSA Advisors and Members,

As we gear up for the annual KYTSA State Conference (April 22-24, 2019) at the Crowne Plaza in Louisville, KY we wanted to have a one stop shop to make the process as painless as possible. We have streamlined several steps along the way to help make it easier to attend than ever before!

The information below will help make this process easier for both new and veteran chapters. **Please read it carefully.** For those of you who are new to TSA, the State Conference and competitions are opened to any chapter who has affiliated with National TSA. It is not mandatory that your students compete at regionals to qualify for state. It is only a suggestion that your students attend regionals to help them prepare.

Online registration will **open on March 11th and close on April 12th** with late registration fees starting on April 10th. **Please don't procrastinate. There will be no extensions. There will be no changes after this date. No changes or substitutions are allowed at the conference.**

Registration Link

<https://www.registermychapter.com/tsa/ky>

Book Drive Service Project: This year Kentucky TSA will be running a book drive for our service project. We have partnered with the [International Book Project](#). While this is an International organization it is based out of Lexington, KY. In hopes of making books accessible to more people, we believe that the best way to do this is to donate books to this organization who will distribute them around the world! We are asking local TSA Chapters to collect books for this project and bring them to our state conference. In hosting this service project, we will do our part to ensure that educational opportunities exist outside of our classrooms. At state conference the book donations will be collected and the middle school and high school with the most donated books will each win a 3D printer! Please review this page on what type of books are accepted. Any books brought to state conference that do not meet these needs are to be given back to the TSA chapter who brought them.

<https://www.intlbookproject.org/home/our-work/give-books/>

KYTSA State Officer Candidates: As we look toward our KYTSA State Conference we are seeking KYTSA State Officers to serve as state officers for the 19-20 school year. Please see pages 2-3 of the [KYTSA Bylaws](#) for State Officer qualifications. This year we will use an electronic form for candidate submissions and files must be submitted to a Google Drive folder. The form must be completed in full by March 22nd. Details Here: [State Officer Information](#).

LEAP: We will REQUIRE LEAP Responses (MS) & LEAP Report (HS) at state conference this year. Templates and more information: <http://www.tsaweb.org/LEAP-competition-engagement>. **Students who check into an event without this documentation will be disqualified.**

Competitive Events: As many of you are aware, TSA competitive events have very detailed instructions, rules and regulations. Most of these details are contained within the Competitive Events Guide for MS & HS, but the national website also includes details in various places and are sometimes difficult to find. To avoid unnecessary disqualifications, we have provided all this information here: <http://www.kentuckytsa.org/state-competition-info..html>. This webpage also includes state specific clarifications for events.

Advisor Checklist per Student Member:

- Potential Local Requirements – different in each district
 - School Permission Slip
 - Request a Sub
 - Request Professional Leave
 - Extended Field Trip Request
 - Transportation Request
 - Chaperones
 - Purchases Orders
 - Misc.
 - After Trip: Request Reimbursements from District
- Register for Conference and Events – March 11th – April 12th, 2019
 - The registration price includes, entrance into the social event, the meal at the awards breakfast on Wednesday, medals/plaques for top three in each event, and a conference T-shirt.
 - T-shirt Sizes
 - Order goodies through KYTSA shop
 - Assign Voting Delegates - Information
 - Voting Delegates are required to attend:
 - Tuesday April 24th, 2018 Voting Session in Taylor/Whitley from 7:30-10:00pm
 - Must have voting delegate ribbon to vote for officers and bylaw amendments
- High School & Middle Tentative School Agendas - <http://www.kentuckytsa.org/state.html>
 - try not to double book students if possible
- Competitive Event Limits – highlighted items in these documents are changes from last year.
 - High School
 - Middle School
- Book Hotel Room – **must be booked by March 21st, 2019**
 - details here: <http://www.kentuckytsa.org/state.html>
 - Up to 4 students per room
 - Advisor & Chaperone Rooms
- Medical Release Form – per student
- Code of Conduct – per student
- Ribbons Request – submit 1 form per chapter
- Minimum Dress Code Policy
- State Officer Application – if applicable
- Register for VEX Competition – must register with this link & in KYTSA registration system
- KYTSA Student Scholarship Application – if applicable (2 awarded \$500 each)
- KYTSA ECU Engineering Technology Scholarship - if applicable (1 awarded \$1,000)
- Check Competition Info Webpage Frequently
- Submit Website Design (MS) & Webmaster (HS) Early Entry – Due April 10th, 2019
- Submit Video Game Design (MS/HS) Early Entry – Due April 10th, 2019

More information is located here: <http://www.kentuckytsa.org/state.html>

We hope that you find all the information you need but if we have left something out, please let us know and we will gladly answer any questions you may have.

Sincerely,



Mark Harrell - Director of KYTSA