FALL STATE LEADERSHIP CONFERENCE
NOVEMBER 22, 2021

SkillsUSA Massachusetts
250 Foundry Street
South Easton, MA 02375

SkillsUSA Massachusetts
@skillsusa
@maskillsusa
SkillsUSA Massachusetts
SkillsUSAAMerica
smile.amazon.com
The Fall State Leadership Conference

WELCOME! We hope you are ready for a jam-packed day of excitement and experiential learning as SkillsUSA Massachusetts members and Advisors develop personal, workplace and technical skills and discover Chapter development strategies. Your experiences will also include interactions with education, business, and community leaders as well as opportunities for community engagement and individual and team recognition. So, get ready to meet your peers and become United as One!

**Student Schedule**

8:00–9:00  
Registration & Welcome Breakfast – East Wing Ballroom  
Kahoot Trivia Competition – test your knowledge of SkillsUSA facts, history, and current events

9:15–10:00  
Opening General Session: East Wing Ballroom  
Presentation: Practical Ways to Practice Positivity  
Featured Speaker: Pam Garramone, M.Ed.

10:10–1:00  
Community Engagement Project – West Entrance  
Parking Lot (Tents)  
Community Engagement Focus: Picnic Table Build & Paint for Students and Advisors pre-registered for the Service Project

10:10–1:00  
Skill Focus Training – West Wing Conference Rooms  
Personal Skills Focus Training  
**Focusing on Program of Work & Essential Elements of Teamwork & Self-Motivation**  
Technical Skills Focus Training  
**Focusing on Chapter Excellence Program & Essential Elements of Professional Development & Computer and Technology Literacy**  
Workplace Skills Focus Training  
**Focusing on DEI & Essential Elements of Communication & Multicultural Sensitivity and Awareness**

10:10–11:00  
Skill Focus Training #1  
Assigned Focus Group Meeting Room

11:10–12:00  
Skill Focus Training #2  
Assigned Focus Group Meeting Room

12:10–1:00  
Skill Focus Training #3  
Assigned Focus Group Meeting Room

1:00–2:15  
Lunch & Panel Discussion - East Wing Grand Ballroom  
Featured Presentation: Letting Your Voice Speak and Allowing That to Be Enough  
Panel: SkillsUSA Massachusetts Alumni

2:30–4:00  
Framework Focus Group Meetings – West Wing Conference Rooms & Courtyard  
Battle for the Best: Framework Competition Projects

4:15–5:15  
Afternoon General Session - East Wing Ballroom  
Featured Presentation: United as One  
Featured Speakers: State Executive Council  
Project Judging: Assigned Advisors

5:30–6:30  
School Focus Groups – West Wing Conference Rooms  
Chapter Action Planning

6:45–8:30  
Closing Dinner & Awards Ceremony – East Wing Ballroom  
Featured Presentation: The Value of SkillsUSA Membership – An Alumnus Prospective  
Featured Speaker: Patience Noah, Founder & CEO, Patience Noah Insurance  
Awards & Recognition Presentations

**Advisor Schedule**

8:00–9:00  
Registration & Welcome Breakfast – East Wing Ballroom  
Kahoot Trivia Competition – test your knowledge of SkillsUSA facts, history, and current events

9:15–10:00  
Opening General Session: East Wing Grand Ballroom  
Presentation: Practical Ways to Practice Positivity  
Featured Speaker: Pam Garramone, M.Ed.

10:10–1:00  
Community Engagement Project – West Entrance  
Parking Lot (Tents)  
Community Engagement Focus: Picnic Table Build & Paint for Students and Advisors pre-registered for the Service Project

10:10–1:00  
Advisor Skill Focus Training 1 – Seminar Room  
SkillsUSA Curriculum Overview (Career Essentials, Fundamentals, Advanced and Adult Learner)  
SkillsUSA Curriculum Integration with Professional Practice 'SMARTIE' Goals  
SkillsUSA Advisor "Signing Day"  
1:00–2:15  
Lunch & Panel Discussion - East Wing Grand Ballroom  
Featured Presentation: Letting Your Voice Speak and Allowing That to Be Enough  
Panel: SkillsUSA Massachusetts Alumni

2:30–4:00  
Advisor Skill Focus Training 2 – Seminar Room  
Framework, CTE and DEI Certification Coursework  
Community Engagement Advisors - Courtyard

4:15–5:15  
Afternoon General Session - East Wing Ballroom  
Featured Presentation: United as One  
Featured Speakers: State Executive Council  
Project Judging: Assigned Advisors

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Awards & Recognition Presentations

**FSLC AWARDS**

Join us to celebrate the FSLC Awards:  
on Monday, November 22, 2021 at 7:00 PM  
Tune in at www.maskillsusa.tv
### SKILL FOCUS WORKSHOP ASSIGNMENTS

<table>
<thead>
<tr>
<th>ROOM</th>
<th>Skill Focus Training Workshop</th>
<th>10:10 AM–11:00 AM</th>
<th>11:10 AM–NOON</th>
<th>12:10 AM–1:00 PM</th>
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</thead>
<tbody>
<tr>
<td>Southborough</td>
<td>Program of Work &amp; Essential Elements of Teamwork &amp; Self-Motivation</td>
<td>Focus Session 1</td>
<td>Focus Session 2</td>
<td>Focus Session 3</td>
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<tr>
<td>Boxborough</td>
<td>Program of Work &amp; Essential Elements of Teamwork &amp; Self-Motivation</td>
<td>Personal Skills - 1</td>
<td>Workplace Skills - 1</td>
<td>Technical Skills - 1</td>
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<tr>
<td>Sterling</td>
<td>Chapter Excellence Program &amp; Essential Elements of Professional Development &amp; Computer and Technology Literacy</td>
<td>Technical Skills - 1</td>
<td>Personal Skills - 1</td>
<td>Workplace Skills - 1</td>
</tr>
<tr>
<td>Weyland</td>
<td>Chapter Excellence Program &amp; Essential Elements of Professional Development &amp; Computer and Technology Literacy</td>
<td>Technical Skills - 3</td>
<td>Personal Skills - 3</td>
<td>Workplace Skills - 3</td>
</tr>
<tr>
<td>Marlborough</td>
<td>Diversity, Equity &amp; Inclusion &amp; Essential Elements of Communication &amp; Multicultural Sensitivity and Awareness</td>
<td>Workplace Skills - 1</td>
<td>Technical Skills - 1</td>
<td>Personal Skills - 1</td>
</tr>
<tr>
<td>Hudson</td>
<td>Diversity, Equity &amp; Inclusion &amp; Essential Elements of Communication &amp; Multicultural Sensitivity and Awareness</td>
<td>Workplace Skills - 3</td>
<td>Technical Skills - 3</td>
<td>Personal Skills - 3</td>
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### FRAMEWORK FOCUS GROUP MEETINGS

<table>
<thead>
<tr>
<th>ROOM</th>
<th>Framework Focus Group Meetings 2:30 PM–4:00 PM</th>
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<tbody>
<tr>
<td>Southborough</td>
<td>Personal Skills - 1</td>
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<tr>
<td>Boxborough</td>
<td>Personal Skills - 2</td>
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<tr>
<td>Northborough</td>
<td>Personal Skills - 3</td>
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<tr>
<td>Sterling</td>
<td>Technical Skills - 1</td>
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<tr>
<td>Sudbury</td>
<td>Technical Skills - 2</td>
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<tr>
<td>Weyland</td>
<td>Technical Skills - 3</td>
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<tr>
<td>Marlborough</td>
<td>Workplace Skills - 1</td>
</tr>
<tr>
<td>Westborough</td>
<td>Workplace Skills - 2</td>
</tr>
<tr>
<td>Hudson</td>
<td>Workplace Skills - 3</td>
</tr>
<tr>
<td>Courtyard</td>
<td>Community Engagement</td>
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</tbody>
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### BEST WESTERN FLOOR PLAN

[Diagram of Best Western Floor Plan]
**THE LEADER AWARD:** This award recognizes members who have demonstrated quality leadership skills and have mastered certain requirements in leadership, character, teamwork, service and environmental stewardship.

**NOTE:** The 2021 Leader Award evaluation will be through an on-line exam. A link to the exam will be provided to all registered conference participants. The exam will open on Monday, November 22, 2021, at 8:00 AM and will close on Monday, November 22, 2021, at 5:00 PM.

SkillsUSA Leader Awards will be presented to all students, Officer and Advisors who have fulfilled the requirements. We encourage you to complete this award and expand your knowledge of SkillsUSA. **Good Luck!!**

**QUALIFICATIONS:**
- Must be an active SkillsUSA member.
- Must attend ALL SESSIONS of the SkillsUSA Massachusetts Fall State Leadership Virtual Conference.
- Must receive a qualifying score (90% or above) on the Leader Award exam.
- Special awards will be presented to the first 25 members that complete the exam with the required 90% proficiency.

The computer software will time stamp exam log on for each member.

**PROCEDURES:**
- Participate in all sessions of the Fall State Leadership Conference.
- Study and know each requirement for the SkillsUSA Leadership Award.
- Log on to the exam during the specified time frame and take your exam by Monday, November 22, 2021 at 5:00 PM.
- Exam must be taken completely in the same sitting. Once the exam is started it must be completed. Exam is untimed. You will be allowed 2 attempts to get 90% or above.
- Participate in the exam process demonstrating the framework personal skills of INTEGRITY, WORK ETHIC and PROFESSIONALISM ensuring your exam is authentic and you have done your best without cheating.

**REQUIREMENTS:**
1. Know the SkillsUSA Massachusetts Mission Statement.
2. Be able to state the six points of the SkillsUSA Creed.
3. Describe the official emblem and give its meaning.
4. Know the organization’s official colors and be able to give their meaning.
5. Understand why SkillsUSA has official attire? When should it be worn?
6. Describe the official dress options for SkillsUSA members.
7. Know the components of the SkillsUSA Framework.
8. Know the purposes of SkillsUSA.
9. Know the SkillsUSA Pledge.
10. Know the duties of the following Officers: President, Vice President, Secretary, Treasurer, Parliamentarian, Reporter, Historian.
11. Know one part or a part of the official Opening & Closing Ceremonies.
12. Know how many there are and be able to state the components, which make up the Massachusetts Constitution and the year written and by whom.
13. Possess skills in parliamentary procedure – the four basic types of motion.
14. Possess skills in parliamentary procedure – how to present a motion.
15. Know the motto of SkillsUSA.
16. Know the points of the SkillsUSA Program of Work.
17. Have a basic understanding of the SkillsUSA Career Essentials professional development curriculum offerings.

**OVERVIEW & CREDENTIALLING OPPORTUNITY**
OPENING SESSION: Practical Ways to Practice Positivity
Featured Speaker: Pam Garramone, M.Ed.

Pam Garramone, M.Ed., is an award-winning speaker who presents positive psychology - the science of happiness - to students, educators, and corporate and community employees. Through professional training and meaningful personal practices, Pam has found that the smallest changes make the biggest difference. You can truly become happier through the development of a new mindset and simple yet powerful exercises. Pam has shared her insights with thousands of stressed out and over-burdened youth and adults who have learned that feeling happier is simple when you practice happiness habits.

What are three good things that have happened to you in the last 24 hours?
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What is one thing you learned from the keynote presentation on Positive Psychology?
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What action will you take after learning about Positive Psychology – the science of happiness?
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LUNCH PANEL DISCUSSION: Letting Your Voice Speak and Allowing That to Be Enough • Panel: SkillsUSA Massachusetts Alumni

SkillsUSA Massachusetts Alumnae; Samantha Dorwin, Senior Assistant in Audit and Assurance, Deloitte & Touche, and Carly Ward, MPA, Membership Coordinator, Women Presidents’ Organization (WPO) along with SkillsUSA Massachusetts Alumni; Darrell Johnson, Sous Chef, Eurest Dining at Hasbro, Ricky Jordan, Liability Claims Representative II at Rental Claims Services, Enterprise Rental Company, and Stafford Johnson-Rodriguez, CALP Property Manager, CP Management have found ways to develop their voice; not something new inside; but instead, a little more of themselves. Thus, finding the joy that comes with a little more freedom to speak, express, and be heard.

List at least two thoughts shared by the panelists that will help you share your voice.
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Why is it important to share your voice?
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How can you help to ensure everyone gets to share his or her voice?
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How can you contribute your voice?
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Immediately after college, she began her career in the insurance industry. As an insurance executive, she crafted marketing plans for insurance agencies, trained staff, and guided insurance agencies to restructure their financial and business models to increase profitability.

As she grew in her career she noticed the lack of diversity in the insurance industry, which became an opportunity to grow a successful woman owned business that serves as a leader in increasing diversity and inclusion in the industry. Patience Noah Insurance was founded in 2019 and since then Patience has learned that running a business has its challenges but it can also be very rewarding. In July 2021, Patience Noah and her company were featured in an article and on the cover of Independent Insurance Agents and Brokers magazine as one of the 10 young agents that are taking the industry to new heights.

In her spare time Patience mentors young adults looking to create their own path in life and make an impact in their communities. She currently serves on the Board of African Community Education (ACE) an organization in Worcester Massachusetts empowering refugee and immigrant youth and families through education. She is also a member of The National African American Insurance Association (NAAIA), Boston Chapter.

As Miss Liberia USA 2012, Patience says it is an honor to serve as a role model for young women and always encourage them to aim higher. “If someone denies them [young women] an opportunity, they must create one for themselves.”
ESSENTIAL ELEMENTS • COMPUTER & TECHNOLOGY LITERACY AND PROFESSIONAL DEVELOPMENT

Sample Framework-Based Activities:

FRAMEWORK COMPONENT 1 • PERSONAL SKILLS

The purpose of this component is to encourage members to develop essential values, personality traits and personal characteristics for success in life.

List one major activity: 
___________________________________________________________________________________ 
___________________________________________________________________________________

Select the personal skills the activity developed in you:

- Integrity
- Work Ethic
- Professionalism
- Responsibility
- Adaptability/Flexibility
- Self-Motivated

FRAMEWORK COMPONENT 2 • WORKPLACE SKILLS

The purpose of this component is to encourage members to develop essential attitudes and abilities for success in the workplace.

List one major activity: 
___________________________________________________________________________________ 
___________________________________________________________________________________

Select the workplace skills the activity developed in you:

- Communication
- Decision Making
- Teamwork
- Multicultural Sensitivity and Awareness
- Planning, Organizing and Management
- Leadership

FRAMEWORK COMPONENT 3 • TECHNICAL SKILLS

The purpose of this component is to encourage members to develop essential knowledge and competencies for success on the job.

List one major activity: 
___________________________________________________________________________________ 
___________________________________________________________________________________

Select the technical skills the activity developed in you:

- Computer and Technology Literacy
- Job Specific Skills
- Safety and Health
- Service Orientation
- Professional Development

Sample SMART Goal: (Specific, Measurable, Achievable, Relevant, Time-Based)

___________________________________________________________________________________ 
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ESSENTIAL ELEMENTS • TEAMWORK AND SELF-MOTIVATION

FOCUS 1: How would you define self motivation?

__________________________________________________________________________________________________
__________________________________________________________________________________________________

FOCUS 2: How do you think that self motivation affects the way a team runs?
Think about a time when you were on a team and someone wasn’t pulling their weight. How did that feel for you? For your team?

__________________________________________________________________________________________________
__________________________________________________________________________________________________

What are the six points of the Program of Work?

1. __________________________________________________ 4. __________________________________________________
2. __________________________________________________ 5. __________________________________________________
3. __________________________________________________ 6. __________________________________________________

Personal Skills:
Leadership Development is define as:____________________
Example:_________________________________________________
Brainstorm a List of Ideas Here: ____________________________

Personal Skills:
Community Engagement is define as:____________________
Example:_________________________________________________
Brainstorm a List of Ideas Here: ____________________________

Workplace Skills:
Workplace Experience is define as:____________________
Example:_________________________________________________
Brainstorm a List of Ideas Here: ____________________________

Workplace Skills:
Financial Management is define as:____________________
Example:_________________________________________________
Brainstorm a List of Ideas Here: ____________________________

Technical Skills:
Advocacy and Marketing is define as:____________________
Example:_________________________________________________
Brainstorm a List of Ideas Here: ____________________________

Technical Skills:
Partner and Alumni Engagement is define as:____________________
Example:_________________________________________________
Brainstorm a List of Ideas Here: ____________________________
Implicit Bias and Effective Communication

Implicit Bias - The unconscious collection of stereotypes and attitudes that we develop toward certain groups of people. There are many different examples of implicit biases, ranging from categories of race, gender, and sexuality.

1. Provide one example of how you can show empathy to a person or group in your life, so you don’t unconsciously create an implicit bias?

________________________________________________________________________________________________________________
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2. How will you incorporate Listen, Reflect, Repeat in your daily routine when interacting with friends/groups to avoid implicit bias?

________________________________________________________________________________________________________________
________________________________________________________________________________________________________________
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3. How will you as a SkillsUSA Leader in your school chapter communicate effectively to DEBIAS your BIAS creating a more inclusive chapter? Think about building your Program of Work working towards a Chapter of Excellence.

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ESSENTIAL ELEMENTS • Curriculum and SMARTIE Goals

Be a SkillsUSA
SMARTIE PANTS

Advisor training is focused on Curriculum and Professional Practice through the lens of this year’s SkillsUSA theme - United as One.

SKILL FOCUS • PROFESSIONAL PRACTICE

- Review SkillsUSA curriculum offerings
  - Products, pricing, and ordering
  - Advisor experiences
  - Benefit and barriers

- Promoting SkillsUSA in your school (i.e. How to encourage participation from all students and staff, not just ‘the ones you know’)
  - Best practices and strategies for reaching more students and staff
    - What works?
    - What could be improved?
  - Incorporating SkillsUSA into teacher evaluation SMARTIE goals
    - What is a SMARTIE goal?
    - Student Learning goal (individual/team/school-wide)
    - Professional Practice goal (individual/team/school-wide)
  - INTRODUCING: Massachusetts SkillsUSA Advisor “Signing Day” 2022

Components of a SMARTIE Goal:

- Specific and Strategic
- Action-Oriented
- Timed and Tracked
- Inclusive
- Measurable
- Rigorous, Realistic, and
- Equitable
What SkillsUSA curriculum products might be useful to our school population?

______________________________________________________________________________________________

______________________________________________________________________________________________

What student group(s) could be best reached? (Grade? Shop? Chapter Officers?)

______________________________________________________________________________________________

______________________________________________________________________________________________

Where could it best be taught? (What teacher? What class?)

______________________________________________________________________________________________

______________________________________________________________________________________________

How should it be taught? (Fully in-class and independent? Fully independent?)

______________________________________________________________________________________________

______________________________________________________________________________________________

What do we do now to encourage SkillsUSA participation from students and staff at our school?

______________________________________________________________________________________________

______________________________________________________________________________________________

Is this practice effective at reaching a wide variety of students and staff?

______________________________________________________________________________________________

______________________________________________________________________________________________

What new strategies could we use to involve more students/teachers in SkillsUSA at our school?

______________________________________________________________________________________________

______________________________________________________________________________________________

Sample ‘SkillsUSA-Focused’ Student Learning Goals

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______________________________________________________________________________________________

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______________________________________________________________________________________________

______________________________________________________________________________________________

Sample ‘SkillsUSA-Focused’ Professional Practice Goals

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______________________________________________________________________________________________

______________________________________________________________________________________________

______________________________________________________________________________________________

______________________________________________________________________________________________
SkillsUSA Massachusetts State Staff

Jared Berman  Conference Logistic Specialist - Conference COVID Compliance Officer
Alumni – Weymouth HS – 2013, former State Officer

Pam Dorwin  Curriculum & Professional Development Specialist former Advisor,
McCann Technical HS

Katelyn Roberts  Student Leadership Specialist
Alumni – Greater New Bedford RTHS – 2012, former State Officer

Brady McCarron  Community Service Coordinator
Alumni – Greater Lowell Technical HS – 2012

Carol Olsen  Computer Operations Specialist
former Advisor, Cape Cod Technical HS

Carly Ward  Global Engagement & Communications Specialist
Alumni – Sacred Heart HS – 2012, former State Officer

Karen Ward  Executive Director
Conference COVID Compliance Officer

Fall State Leadership Conference Staff

**Personal Skills: Program of Work & Essential Elements of Teamwork & Self-Motivation**

Maria Baker  Alumni - Plymouth South HS – 2020, former State Officer
Samantha O’Wril  Alumni - Greater Lowell Technical HS – 2014
Ashley Mello  Alumni - Bay Path RTHS – 2015, former State Officer
Dakota Chixarro  Alumni - Greater New Bedford RTHS – 2019, former State Officer

**Technical Skills: Chapter Excellence Program & Essential Elements of Professional Development & Computer and Technology Literacy**

Brian Anastasio  Alumni - Blue Hills Technical HS – 2019
Madelyn Oteri  Alumni - Blue Hills RTHS - 2019
Anthony Milisci  Alumni - Greater Lowell Technical HS – 2019, former State Officer
Megan Mills  Alumni - Greater Lowell Technical HS – 2015

**Workplace Skills: Diversity, Equity & Inclusion & Essential Elements of Communication & Multicultural Sensitivity and Awareness**

Adam Cavanaugh  Alumni - Blackstone Valley RTHS – 2019, former State & National Officer
Marissa McDonough  Alumni - Northeast Metro Technical HS - 2016
Ricky Jordan  Alumni - Bay Path RTHS – 2011, former State & National Officer
Brianne Allain  Alumni & Friends Association Member

**Service Engagement Project**

Brady McCarron  Alumni – Greater Lowell Technical HS – 2012
Ethan Westcoat  Alumni - Bristol Plymouth RTHS – 2017
Bradley Taylor  Alumni – Greater Lowell Technical HS – 2009
Darrell Johnson  Alumni - Madison Park Technical Vocational HS – 2007

**Track Leaders**

**Personal Skills**
Katie Girouard – Alumni – Blue Hills Technical HS – 2010

**Technical Skills**
Joseph Girouard – Alumni – Blue Hills Technical HS – 2009

**Workplace Skills**
Kaitlyn Cahill – Alumni – Bay Path RTHS – 2012

**Alumni Advisor**
Dr. Jillian Gentle  Alumni – Greater Lowell Technical HS – 1998, former State Officer

**Media Team**
Scott Bumpus  Alumni – Tri-County RTHS – 1998
John Pelletier  Alumni – Minuteman HS – 2006
Christopher Slavinskas  Alumni – Worcester Technical HS – 2004
John Steiner  Alumni – Montachusett RTHS – 2004, former State Officer
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250 Foundry Street
South Easton, MA 02375
www.maskillsusa.org

SkillsUSA Massachusetts, Inc. is a partnership of students, teachers and industry working together to ensure America has a skilled workforce. We help each student excel.