

Virginia Association of the Technology Student Association

August 24, 2009

TO: Technology Teachers

FROM: LaTasha Watson, State Advisor
Virginia TSA

SUBJECT: Technology Student Association Affiliation

Welcome to a new year of exciting possibilities and opportunities! As a technology teacher, you are driven to provide your students with every opportunity to explore the dynamics of technology and the role TSA can contribute to your students' understanding about the technical world. We encourage you to include TSA activities as an integral co-curricular part of your classroom and laboratory instruction. There are events and activities available for all students. Please consider the opportunities you can provide for your students by joining the only student organization which focuses specifically on students enrolled in technology education.

We encourage you to affiliate your local chapter with National TSA early in the school year so your students may receive the full benefit of the state and national membership. Virginia TSA and National TSA provide a unified annual membership package. Affiliation, which is conducted online through the national website, will begin in September. ***This year each chapter will receive a free competitive event guide CD with affiliation.***

There are two membership options available to students and schools. The options are provided below:

1. Individual Affiliation:- Students may affiliate within a chapter. Each chapter is required to have a minimum of 10 members.
2. Chapter Affiliation Program (CAP): CAP membership is effective in chapters where students rotate through a technology education class for a portion of the year. Large chapters may also be interested in the CAP membership, which allows chapters to affiliate on a "flat fee" basis with an unlimited number of students. In order to take advantage of the CAP membership, advisors must enter their ENTIRE roll when affiliating.

The affiliation deadline for non-interrupted services is November 13, 2009. If you affiliate by November 13th, you will receive uninterrupted service, recognition of continuous annual chapter affiliation, a gold seal affiliation certificate, and a complimentary copy of the *2009/10 TSA Information Directory*. Only chapter affiliations received by the close of business on November 13th will be eligible for these bonus benefits. Affiliations completed online are not processed until dues are received by the national office through a school purchase order, credit card number, or check.

We look forward to working with you to promote technological literacy for your students. To find out more about Virginia TSA, visit the association Web site at www.VirginiaTSA.org. If you have any questions, please call LaTasha Watson at 804 524-8989 ex 1119 (w), 804 524-6807 (f), or email tsa@vatsa.org.

LW
c: Lynn Basham

Virginia Association of the Technology Student Association



CHAPTER AFFILIATION INSTRUCTIONS

Technology Student Association
1914 Association Drive
Reston, VA 20191-1540
Phone 703/860-9000
FAX 703/758-4852
www.tsaweb.org

- Each member pays all applicable state and national dues.
- To add members throughout the school year, follow the regular online procedure.

Chapters may affiliate at any time during the school year; however, chapters that affiliate by November 13, 2009 will receive:

Uninterrupted service

TSA 2009-2010 Directory

Gold Seal affiliation certificate

DIRECTIONS FOR AFFILIATION

To Affiliate ONLINE

1. Click on the Manage My TSA button found at www.tsaweb.org on the right side of the page.
2. Select Chapter Advisors on the left side of the page.
3. For returning advisors, input username and password given to you by National TSA. New schools and advisors without logins, please select [Click Here](#) to request a login.
4. Input or review your school and membership information.
5. Required fields that must be updated are:
 - Principal
 - Membership Type: CAP or Individual
 - Number of MembersHit submit once all information has been entered.
6. On the Membership Roster page: Note: Once you submit a student name, they are a member of TSA and another student's name cannot be substituted during the membership year. Spelling corrections may be sent to lguido@tsaweb.org.
 - **CAP membership:** click on Input Roster and you will have the option to download and import a roster template or you may type in student names directly into the system.
 - **Individual membership:** click on Input Roster and type in the student names. Hit Save after each student is entered.
7. All advisors registered during the 09/10 affiliation are automatically included on your registration for this year. Please use the Add/modify Advisor button to change your advisors selections for affiliation.
8. Once you have made all your affiliation selections, click on [View Invoice and Payment Screen](#).
9. After reviewing your invoice, if you need to make changes, click on the [Return to Chapter Information](#) button.
10. Once you have verified that your invoice is correct, select payment by purchase order or credit card. If you are paying by purchase order but don't know the po number, simply type in "TBD" where it asks for the PO number. If you are paying by check without a purchase order, choose the purchase order option and write the word "CHECK" where it asks for a PO number. You will received an automatic invoice to your e-mail after clicking on Submit. Once you hit submit, your existing chapter information cannot be changed. Please fax your purchase order within three business days to TSA at 703.758.4852.
11. A confirmation/invoice will be e-mailed to the address you have already provided. Please submit this e-mailed invoice to your financial department for payment. Mail affiliation funds to: **Technology Student Association 1914 Association Drive Reston, VA 20191-1540.**

Virginia Association of the Technology Student Association

Please fill out and mail to the Virginia TSA Office.

Chapter Name: _____

Advisor Name and Phone #: _____

Region Name: _____

Circle Chapter Type: Middle School High School

**There is a required minimum of ten (10) members per chapter.*

List the names of chapter officers below

- | | | | |
|-------------------|-------|---------------------|-------|
| 1. President | _____ | 6. Sergeant-at-Arms | _____ |
| 2. Vice President | _____ | 7. Historian | _____ |
| 3. Secretary | _____ | 8. Parliamentarian | _____ |
| 4. Treasurer | _____ | 9. | _____ |
| 5. Reporter | _____ | 10. | _____ |

Signature of Chapter Secretary: _____

Date: _____

Name of Additional Chapter Advisor(s):

Mail to:

Virginia TSA
VSU
P O Box 9045
Petersburg, VA 23806

Virginia Association of the Technology Student Association

General Advice to Advisors

Hints for starting a TSA chapter in your school:

1. Use the TSA Activities in your classroom. Why reinvent the wheel?
2. Visit TSA events as a judge or chaperone to get the “inside scoop” without having your own chapter around to be supervised.
3. Call and ask other TSA advisors' in your area for hints and help. Your state
4. When competing, provide each student with his or her own set of rules. This appropriately places the responsibility for competition on the student.
5. Let your officers be more than a figurehead. The treasurer needs to solicit funds, the reporter needs to provide publicity for the local paper, and the historian creates an archive and produces bulletin boards.
6. Fundraise early and often. Parents are a great asset, if you ask.
7. Publicize your successes. Take your students to school board meetings, display your trophies in the main office, and write press releases for local newspapers.
8. Keep a visual archive. This not only inspires future members, but also keeps the memories alive.
9. Create a local TSA newsletter for parents and interested supporters such as the school superintendent, CTE director, and principal.
10. Create a local website for TSA news and events. This is a cheap and easy way to keep locals informed of your chapter events. Be certain to provide a button or form that identifies ways to donate funds to your chapter.
11. Stay up to date by visiting the Virginia TSA website at www.VirginiaTSA.org.

Virginia TSA Calendar of Events 2009-2010

Date	Event	Location
August 3	Virginia TSA Addendum Available Online	www.VirginiaTSA.org
August 4 -7	VTEA Summer Conference	Richmond, Virginia
August 4	Virginia Scene Articles Due	tsa@vatsa.org
September 12	Executive Council Meeting	Virginia State Univ. Petersburg, Virginia
September 19	Valley Regional Fall Rally	James Madison University
September 28	Regional Fair & Technosphere Management Meeting	CTE Resource Center, Richmond
October 1	Virginia Scene Mailing	Affiliated Chapters
October 17	South Central Regional Fall Rally	VCU School of Engineering
October 17	Northern Regional Fall Rally	Franklin Middle School and The Smithsonian National Air & Space Museum
October 22	Tidewater Regional Fall Rally	Hickory High School
November 4	Southwestern Regional Fall Rally	Abingdon High School
(Pending)	Blue Ridge Regional Fall Rally	TBA
November 9	Virginia Scene Articles Due	tsa@vatsa.org
November 13	Deadline for Affiliation for Uninterrupted Service	Nationwide
November 14	Executive Council Meeting	Turner Ashby High School
November 20-21	Virginia TSA Leadership Academy	Lynchburg
January 13	Virginia Scene Mailing	Affiliated Chapters
January 14-15	VACTE Legislative Seminar	Richmond
January 22	Deadline for Affiliation in Order to Compete at Regional Fairs and Technosphere	Statewide
February 8-12	Career and Technical Education Week	www.acteonline.org
February 12	Deadline for Registration for the Regional Fairs	Statewide
February 12	Regional Officer Candidate Application Due	Statewide
February 14-20	National Engineers' Week	www.eweek.org
February 20	Executive Council Meeting	Highland Springs High School
February 25-26	Children's Engineering Convention	Holiday Inn Kroger
March 6	Northern Regional Spring Fair	Colonial Forge High School
March 6	South Central Regional Spring Fair	Matoaca High School

Visit www.VirginiaTSA.org to keep informed of the most up-to-date happenings.

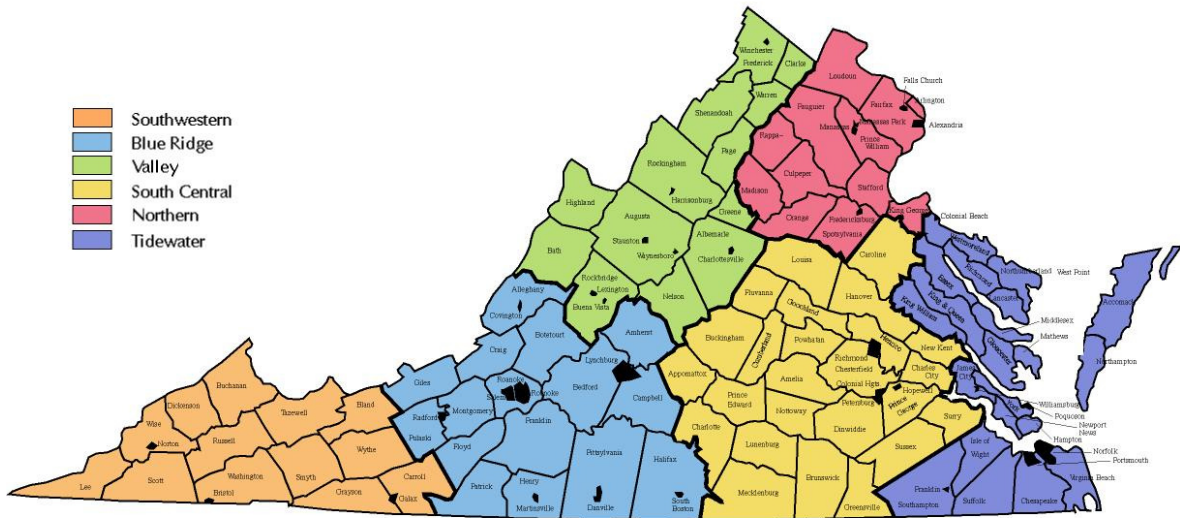
Last updated on 08/1/09

**Virginia TSA Calendar of Events
2009-2010**

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Last updated on 08/1/09



Effective 8/25/2004

**The Virginia Association
of the Technology Student Association
is proud to announce the ...**

2009 Regional Fall Leadership Rallies

<u>Region</u>	<u>Date</u>	<u>Location</u>
Blue Ridge	Pending	(TBA-Roanoke Area)
Northern	October 17, 2009	Franklin Middle School & Smithsonian National Air & Space Museum
South Central	October 17, 2009	VCU School of Engineering
Southwestern	November 4, 2009	Abingdon High School Washington County
Tidewater	October 22, 2009	Hickory High School Chesapeake City
Valley	September 19, 2009	James Madison University

Registration packets will not be mailed.

For more information, visit www.VirginiaTSA.org for a registration packet.

**The Virginia Association of the
Technology Student Association
is proud to announce the ...**

2010 Regional Spring Fairs

The spring fairs provide a chance for students to showcase their knowledge of technological activities for the year. The six regional events feature competitions, regional officer elections, and technology learning experiences. Students will be recognized for outstanding achievement in over thirty regional events. Only the top three finishers in these specific regional contests will advance to statewide competition at Technosphere. We invite you and your students to participate at this year's regional fair to demonstrate each student's technological capability. Outstanding Virginia TSA members are encouraged to run for a regional or state TSA officer position. Download the ***Virginia TSA Addendum*** to find out which events are held at regionals and other Virginia specific information for competition.

<u>Region</u>	<u>Date</u>	<u>Location</u>
Blue Ridge	March 20	Staunton River High School Bedford County
Northern	March 6	Colonial Forge High School Stafford County
Tidewater	March 6	Grassfield High School Chesapeake City
South Central	March 6	Matoaca High School Chesterfield County
Southwestern	March 6	Lebanon High School Russell County
Valley	March 6	Wilson Middle School Augusta County

The regional fair packet will be available online.
Visit www.VirginiaTSA.org for more information.

Technology Student Association

**The Virginia Association of the Technology Student Association
Welcomes you to...**



2009-2010 Virginia TSA Executive Council

Technosphere

2010

- WHAT:** Virginia TSA State Leadership Conference
- WHERE:** Sheraton Premier at Tyson's Corner, Vienna
- WHEN:** Friday, April 23, 2010 - Sunday, April 25, 2010
- WHO:** Technology students, advisors, chaperones, and parents
- WHY:** Compete, meet new friends, and elect the new student leaders for TSA in Virginia



Frequently Asked Questions

When do I need to affiliate?

Affiliate as soon as possible so your students can receive the full benefit of membership at the Regional, State, and National level. If you affiliate prior to November 17, you will receive uninterrupted service. This means, you will receive recognition of continuous annual chapter affiliation, a gold seal affiliation certificate, and a complimentary copy of the 2009/10 TSA Information Directory from National TSA. You will also receive 10 copies of each issue of the Virginia Scene for your chapter once you affiliate.

What is the cost to affiliate?

The membership costs are \$11 for individual membership and \$425 for CAP membership.

What are the benefits of the Chapter Affiliation Program (CAP)?

It provides a means for all the technology education students in your school to affiliate at a much lower cost. If you join as a CAP member, your chapter roster may be updated at any time without an additional charge. This is especially helpful when you have technology classes that are 6, 9, or 18 weeks long.

When affiliating as a CAP member, do I need to send the chapter roster?

As a CAP member, your entire school is affiliated. Send National TSA your technology education roster from all your classes. If you have more than one technology teacher in your school, provide their rolls also. This will allow any student enrolled in technology education to become an active member during the school year.

What does TSA offer my students?

Access to the national TSA programs, 6 regional fall leadership rallies, 6 regional spring fairs, Technosphere, the Virginia Scene, recognition, leadership opportunities, scholarships, and a way to explore the technology activities in a competitive environment.

How are the regional and state event fees used?

The regional and state registration fees provide for event materials, plaques and trophies, mailing fees, copy costs, facility rental costs, custodial fees, and much more. The fees also provide Virginia TSA funds to provide services such as to print and distribute the newsletter, hold Executive Council meetings, and maintain an independent website.

How do I receive more information about regional events?

Visit www.vatsa.org or call the Virginia TSA office at (804) 524-8989 ext 1119. Regional information packets are posted on line for affiliated chapters at least 30 days prior to the event and can be found at the Virginia TSA website.

How do my students get involved in the leadership aspects of Virginia TSA?

Take them to the Leadership Academy. Ask them to join a state or regional committee. Read the committee reports online to learn more about the opportunities available. To nominate a student, send their name, chapter, email, advisor, and committee name to tsa@vatsa.org. Nominate your local student leaders for regional or state office. Download the regional or state officer application at www.VirginiaTSA.org.

How do I know which events are offered at the regional fairs?

The addendum provides information for the regional and state competitive events. The addendum will be available online after national guidelines are released in September.

Do the event requirements change at regional and state competitions?

Adjustments must be made to some competitive events in order to comply with Virginia requirements. Some events are developed and only offered in Virginia. The addendum contains updates on the regional and state competitive events.