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**July**

Advisor Training

New local officer training and year planning.

**August**

Member recruitment *(collect dues)*

Officer meeting *(Year 2+)*

Program of Work planning: Yearly calendar planning.

*(If not completed over the summer.)*

Kick-off event

**September**

1st chapter meeting

Officer elections *(If not completed at end of previous school year).*

Fall Leadership

* + Typically, 3rd week of September
  + East & West conference *(only need to attend one).*

**October**

Submit membership first week of October.

2nd chapter meeting

* + Guest Speaker – Professional Development

Community service

Mid-America Conference *(Midwest Officer training event)*

Fall fundraiser.

**November**

3rd chapter meeting

* + SkillsUSA State Leadership Conference (SLC) Event Planning.
  + Complete step one of Chapter Excellence application.

Fall fundraiser.

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**December**

East Middle School Conference

4th chapter meeting

* + Finalize SLC contest competitors.

Holiday social

Work on Chapter Excellence application.

**January**

5th chapter meeting

* + SkillsUSA Week planning *(1st week of Feb.)*
  + Verify SLC competitors are getting coaching and are practicing.

Submit any remaining membership.

Encourage chapter officers to run for state office.

Work on Chapter Excellence application.

Begin registration for SLC early January.

**February**

SkillsUSA week!

6th chapter meeting

SLC registration due February 26! NO LATE REGISTRATIONS!

* + Encourage chapter officers to run for state office.
  + Complete Chapter Excellence program application.

**March**

West Middle School Conference

7th chapter meeting

* + Check SLC competitors’ preparation and questions.
  + Review SkillsUSA Official Dress & Contest Dress.
  + Provide final information for SLC.

Spring Fundraiser

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**April**

SkillsUSA State Leadership Conference (SLC)

Local officer elections following SLC.

**May**

State officer leadership academy for newly elected State Officers.

New elected officer meeting to decide office.

Plan for officer training and year planning during the summer months.

**June**

SkillsUSA National Leadership & Skills Conference (NLSC)

* Typically on last full week of June.