

BACK TO SCHOOL

# INFORMER



2017 →

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# PRESIDENT'S WELCOME

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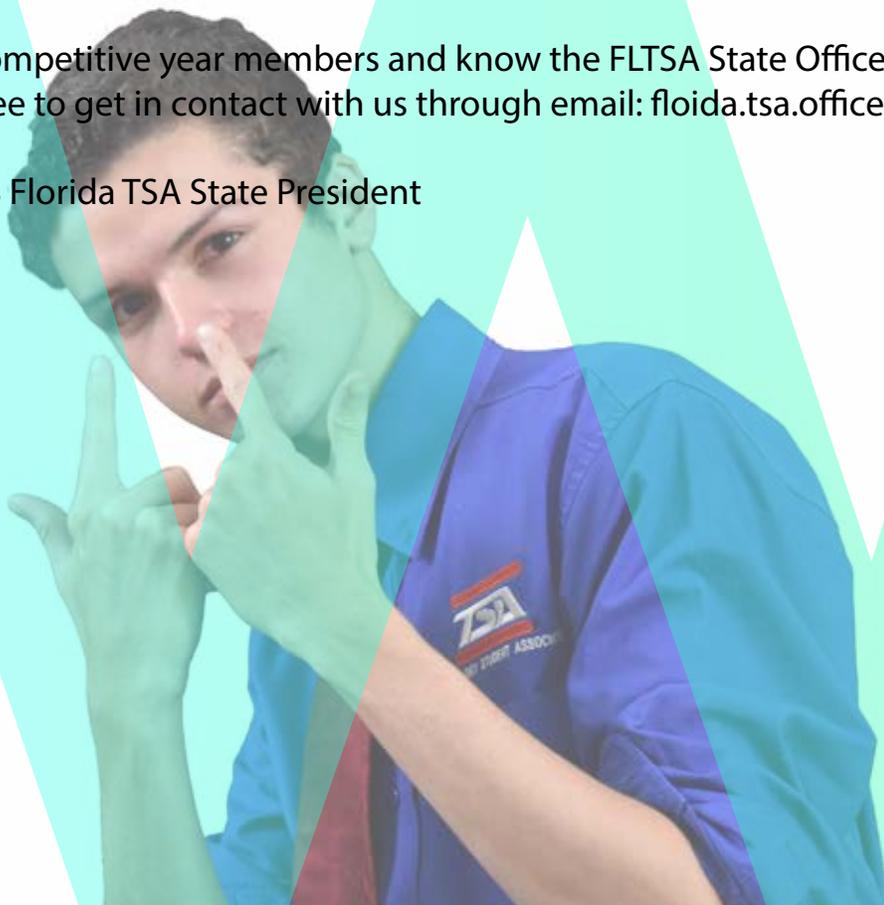
Was that summer eventful? Or not? I hope everyone relaxed after what proved to be a historic conference for many. Together as a delegation we represented what it means to be a team by receiving 134 top 10s, 52 of which being top 3 finishes, and 21 of those were 1st place champions. As national competitors, we not only represented our delegation with competitive drive but also with sportsmanship while being the host state for the 2017 National TSA Conference. I hope we can continue to "celebrate our success" at the 2018 National TSA Conference in Atlanta, Georgia.

With my fellow State Officer, we have fabricated what I feel like is the most innovative year Florida TSA has seen in a long time. After reshaping our Leadership Conference to incorporate the initiatives LEAP has to offer. At this conference, you will test your leadership skills in a variety of ways and mental checks to get off an island where your teams been shipwrecked. This conference will feature new activities while sustaining the old traditions. Be sure to register before September, 29th 2017.

As you can probably tell the State Officers have a lot of plans this year like increasing the leadership opportunities to members and furthering the success Florida TSA has in our competitions. I hope throughout the year you find your passions through TSA and make an impact in your communities as you grow as leaders. If your team exemplifies any leadership skills in your chapter be sure to share it with the delegation by posting it on social media and tagging us @FLTSA.

Have a competitive year members and know the FLTSA State Officer Team is here every step of the way. Feel free to get in contact with us through email: [florida.tsa.officers@gmail.com](mailto:florida.tsa.officers@gmail.com) .

Your 2017-2018 Florida TSA State President  
Kevin Tenczar



# How to: PREPARE FOR THE YEAR



Hey Florida TSA! As the new school year approaches, it is crucial that you prepare for all that is to come. Before you dive into building dragster, websites, and video games, it is important that you spend time preparing and planning for your events. TSA events ultimately fall back on the CRG, so make sure that, before you do anything event related, you look for events that interest you and the rules for the events. Are you a hands-on person? Do you enjoy debating? Those are the kinds of questions that you should consider when preparing for the new school-year with TSA in mind. Veteran TSA members, if you competed at nationals in Orlando, your chapter advisor most likely received official scoring rubrics for your events, so make sure to assess where you went right and where you lost points. With the scoring rubrics, you can learn from your mistakes and do better these upcoming state and national completions. Once you have gone through the CRG and decided what events interest you and which ones do not, it is time to begin gathering the materials and contacting the necessary people to clarify any questions you have (the earlier you email a national event coordinator, the better). Supplies stores such as Staples, Office Depot, and Michaels, are some great places for you to gather supplies ranging from balsa wood to stopwatches. Once you have gone through the CRG, bought materials, and possibly contacted people, you should be ready to begin your events once you have your teams formulated. If you are a chapter officer, it is crucial to establish your first chapter meeting date, time, and location, so your chapter can start off on the right foot! Make sure to have a method of communication between officers (Skype, or Google Hangouts, text message), the advisors (text, email), and the membership (remind, email, Edmodo, etc.) so that everyone has the correct information as to when events and meetings are; it is extremely important that everyone is on the same page. Officers, you can also prepare spreadsheets for membership, funds, and ideas, so everything is ready to go from day-one; if you are an officer of a new chapter, you can still utilize those principles. From checking the CRG to setting up documents, to purchasing materials, there is a variety of ways you can prepare for another great year of TSA without event starting your events. As Alexander Graham Bell once said, "Before everything else, preparation is the key to success," so, if plan accordingly, you'll be on your way to success!

- Obed Antoine (State Secretary)

# FUNDRAISING

Although competition and conferences are the most important parts of TSA, fundraising is how you get there! Fundraising has the negative stigma of being tedious, but in fact it can be a fun opportunity to kick off the year right with starting cash and a team bonding experience. Remember, the more money you raise, the more possibilities become available for your chapter. Here are some tried and true fundraising ideas to get your chapter started!

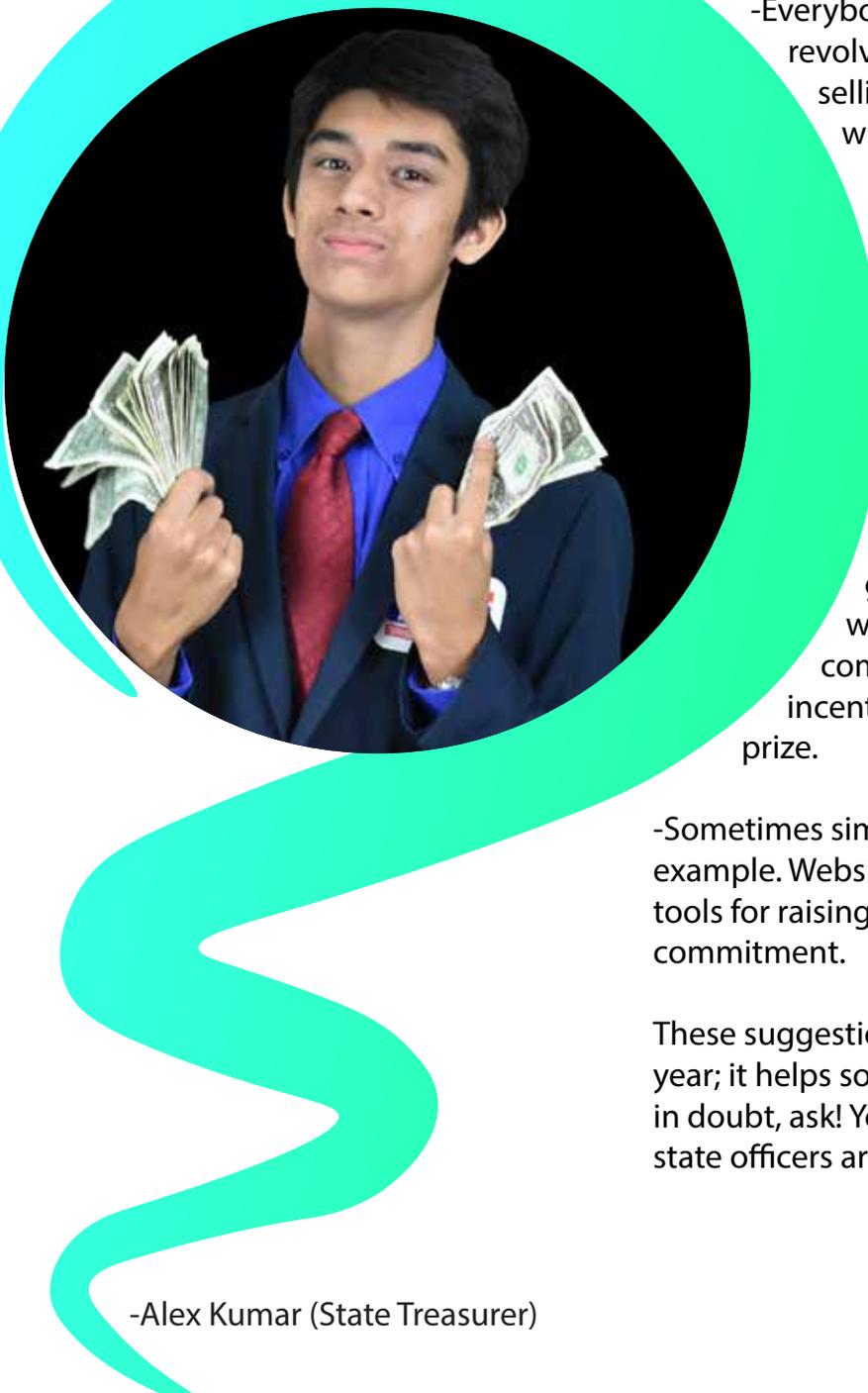
-Everybody loves food! Some of the best fundraisers revolve around it, such as afterschool candy sales, or selling cookie dough. Be sure to clear the idea with your administration first.

-Many restaurants are willing to host fundraising nights where the profit from that night is split between the two parties. This is easy way to make money and possibly new connections.

-Utilize your resources, including your school! School event fundraisers such as selling tickets to dances or movie nights are a great way to bring together the community as well as raise funds. Also, schoolwide classroom competitions, like change wars, are great ways for incentivizing people to bring in money to win a prize.

-Sometimes simpler is better, and crowd funding is a great example. Websites such as [www.gofundme.com](http://www.gofundme.com) are great tools for raising a lot of money with minimal time commitment.

These suggestions are a great way to transition into the TSA year; it helps solidify a new team and opens new doors. When in doubt, ask! Your peers, advisors, local chapters, and the state officers are just a question away and ready to help.



-Alex Kumar (State Treasurer)

# NEW MEMBER S

TSA members learn problem solving, teamwork strategies, and leadership skills, as well as countless other traits through competitions and conferences. The members are the backbone of our organization, and by increasing membership, we are increasing the diversity of talents being utilized in events. With new students being added to the Florida TSA delegation every year, our competitive edge continues to grow. It's this competitive edge that gives our state such a high standing at national conferences. This is a welcome to all our new members, and a few tips to help you get started in this new venture.

-Christina Cunningham (State SAA)



Be sure to read over the CRG to see which events you might be interested in. Talk to your teammates - someone may have done those events previously and can explain the requirements and give helpful hints.

Sign up for our Buddy Program, it pairs you up with a student who has been in TSA before. They can give advice and enrich your overall experience.

Reach out to your state officer team, we can answer your questions or put you in contact with someone who can.

If you have specific questions regarding an event, visit the National TSA website and contact the national event coordinator for that competition.

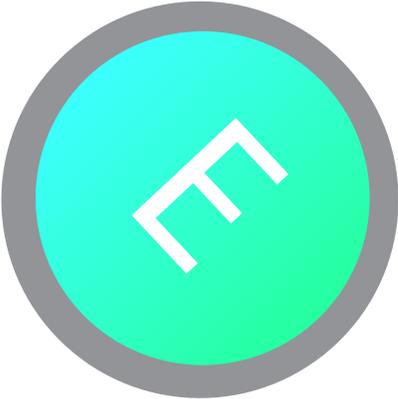
Most importantly, talk to your advisor, they want you to excel and succeed, and will do all they can to help you.



TSA



LEAP is an initiative started by National TSA to teach and incorporate leadership skills into the competitive events. LEAP stands for “Leadership. Education. Achievement. Personal Growth.” and was implemented to enhance the TSA experience. LEAP uses The Student Leadership Challenge as its method to teach and explain the leadership principles that TSA members are required to put to use. The 5 Basic Principles of The Student Leadership Challenge are Model the Way, Inspire a Shared Vision, Challenge the Process, Enable Others to Act, and Encourage the Heart. For example, you could give a presentation on how to write a basic binder (Enabling others to act) or you could raise 30 dollars to give to American Cancer Society (ACS) and encourage your team to raise money as well (Inspiring a shared vision). These are examples of activities that you can incorporate into your leap resume. The idea of a LEAP resume can be daunting, but it is a great way to practice being a leader. Each LEAP resume has 2 components: an event specific portion and a general leadership section. When writing the event specific portion, the activities should look like: “Our team created a Gantt Chart for \*name of event\* to plan out deadlines for specific tasks.” and “Every member followed through with each of the deadlines set and helped compile research.”



The general leadership section should mostly be TSA related activities that fall under these categories: Leadership Roles, Community Service/Volunteer Experiences, Leadership Development/Training, and College/Career Planning. These would be things individual members did or your team did as a group. After writing your activities, you must follow it with a statement of Be, Know, or Do. Be activities are where you are being a leader, being responsible, being helpful, basically embodying a positive trait. Be usually refers to individualized tasks, like each member meeting deadlines (being responsible). Know activities are where you are working to increase your knowledge base and skills. For example, you talk to someone who works in the field of Medicine that you are researching for Biotechnology Design or you go to a leadership summit at a local college. Lastly, Do activities are where you are putting those skills into action, such as “We tweaked problems with our prototype after 3 field tests” and “Our team created a suggestion box for chapter members to comment about the effectiveness of our meetings.” These resumes can seem tedious, but are useful tools to help your team grow closer and make your TSA experience richer. For further clarification, look under the Leadership tab on the National TSA website for LEAP related resources.

# How to: BOOST MEMBERSHIP

As we are just getting back into school for the year it is just about time to start forming your new TSA chapter. Throughout the state many run into the issue of the recruitment of new members, so here are some useful and unique tips to help you increase your chances of obtaining new membership.

-Spencer Waid (State Vice President)

First things first, if you haven't already formed an officer team do so as soon as possible. This team of leaders will be responsible for all club activities and will essential run the chapter. After your officers have been appointed, hold a parent and student informational meeting opened for any students interested in joining TSA. With this your officer team can notify people about your club, member expectations, and goals for the school year. Additionally, a good way to entice students to join is by showing them how cool and exciting TSA can be by making your past projects and trophies viewable to all. You can do this at school events such as back to school night or new student orientation. Moreover, an easy way to get new members to join is by using your current members to bring one or more friends to a TSA meeting so they can see what TSA is and how is run.



# HOW TO: READ A CRG



The Competitive Events Guide, also known as the Competitive Regulation Guide (CRG) can be confusing and intimidating at times. With every piece of information you should know for every event, it's hard to know where to start. Some information is straightforward, some is more implied. Starting with the first page of an event, let's break down the basics. Under the Eligibility header, It lists how many people per team, per chapter, and per state. If it lists a certain number of teams per state, that means only that many teams from Florida can compete at Nationals. These events are known as qualifiers. For Dress Code, Chapter Team is the only event that requires a blazer, but it is recommended to wear them for competition interviews, as it is more professional looking. A side note: check the competition updates on the National TSA website as new requirements, corrections to events, and themes/problems are released. All the specifications for events are listed under Time Limits, Procedures, and Regulations in the CRG. The Plan of Work Log that is required for most events can be found at the end of the CRG, unless a specific one for that event was included after the general rules. For presentations of any kind, your badge should be taken off, or flipped around/tucked in your blazer if it is needed to check in, because the judges should never know your name and/or school name. For events that have semifinalist presentations, LEAP interviews will be immediately afterward.

For semi-finalist teams, 12 are chosen but only 10 are announced on stage. If you have a project that is for open viewing, be sure to pick it up in the given time, as they are thrown away soon after. These are a few tips to help you understand basic rules and procedures that aren't written outright. If you have any further questions, please contact your officer team or the National Event Coordinators, who are listed on the National TSA website.

-Christina Cunningham (State SAA)



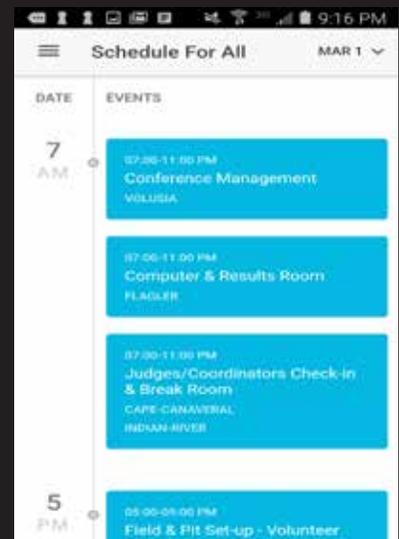
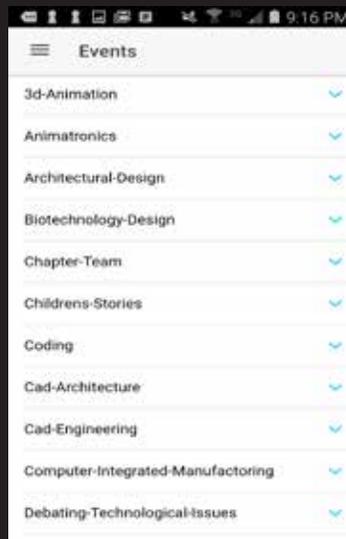
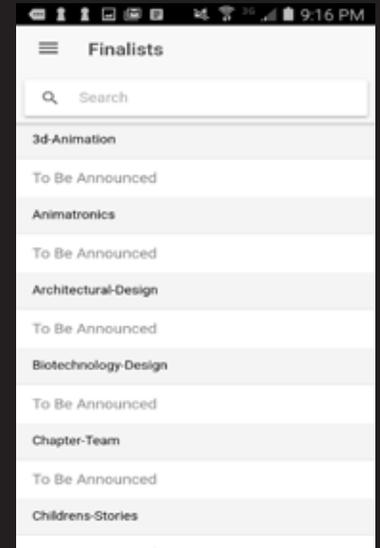
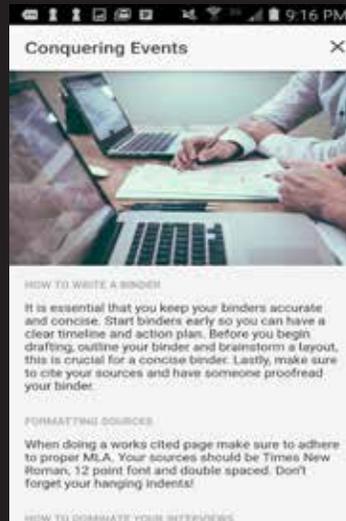
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# BRAND NEW TSA TOOLBOX



The TSA Toolbox builds the TSA experience for both new and current members through resources, assistance, and mentorship. This application is the ultimate stop for all information needed to succeed in TSA before, during, and after the conference. The TSA Toolbox software includes features ranging from a resource center, to conference scheduling, to building a LEAP resume. The resource center provides members with easily accessible information to help them progress through their TSA experience. The resource center includes information, such as conquering events and tackling interviews.

-Ahmad Ibsais (State Reporter)



# SECRETARY ESSENTIALS GUIDE

## What are Minutes?

Meeting minutes keep an official account of what was done or talked about at formal meetings, including any decisions made or actions taken. They are taken during a formal meeting of the board of directors or shareholders of a corporation, such as initial and annual meetings.

## How to take Minutes

It is common practice to take too many notes, but a secretary must learn avoid taking too many notes. A secretary should take notes on what is done at the meeting, and format those notes into a formal set of minutes at a later time. Additionally, minutes should reflect the correct wording of all motions.

## First Paragraph

1. kind of meeting.
2. name of society.
3. date and time.
4. whether the chair and secretary were present or not; substitutes.
5. whether the last minutes of the meeting were approved or not.

## Body

Business that is taken care of.  
Motions that are temporarily disposed of (Laid on the Table, made a special order or general order, or Postponed to a Certain Time)  
All points of orders and Appeals, whether withdrawn or not.  
All previous notices of motions.

## Last Paragraph

Hour of Adjournment

## Signature

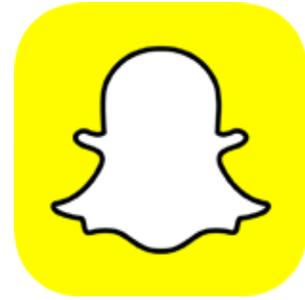
Signed by the Secretary, and if the assembly wishes, the president. The words, "Respectfully Submitted," may be added.

- Obed Antoine (State Secretary)

# < SOCIAL MEDIA



## TYPES OF SOCIAL MEDIA



@fltsa

H O W T O U S E

# MEET YOUR OFFICERS



PRESIDENT: KEVIN TENZCAR



VICE PRESIDENT: SPENCER WAID



SECRETARY: OBED ANTOINE



TREASURER: ALEX KUMAR



REPORTER: AHMAD IBSAIS



SERGEANT AT ARMS:  
CHRISTINA CUNNINGHAM

# CONTACT US



## REASON FOR IN-QUIRY



GENERAL  
QUESTIONS



SUGGESTIONS



EVENT HELP

[florida.tsa.officers@gmail.com](mailto:florida.tsa.officers@gmail.com)



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AIL

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