


**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 1 X C **DATE:** November 6, 2019

TOPIC/TITLE: Travel Request/WCHS/FCCLA/National Fall Conference/Dallas, Texas/
November 14-17, 2019

PRESENTER: Jimmy Brehm 

ORIGIN:

- TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
- ACTION REQUESTED AT THIS MEETING
- ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
- ACTION REQUESTED AT FUTURE MEETING: (DATE)
- BOARD REVIEW REQUIRED BY

- STATE OR FEDERAL LAW OR REGULATION
- BOARD OF EDUCATION POLICY
- OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
- PREVIOUS REVIEW OR ACTION

- DATE:
- ACTION:

BACKGROUND INFORMATION:

Per Board policy - prior approval for overnight and out of state travel and collection of student fees.

SUMMARY OF MAJOR ELEMENTS:

Request Board approval for the WCHS FCCLA (Family, Career, and Community Leaders of America) to travel to Dallas, Texas, to attend the FCCLA National Fall Conference to be held on November 14-17, 2019, per the attached request.

IMPACT ON RESOURCES: See attached form

TIMETABLE FOR FURTHER REVIEW OR ACTION:

SUPERINTENDENT'S RECOMMENDATION: Recommended Not Recommended



SCHOOL RELATED STUDENT TRIP REQUEST FORM

Group Requesting Trip:	WCHS FCCLA
Dates of Trip:	November 14th-17th, 2019
Trip to:	Dallas, TX
Method of Transportation:	Airplane
Accommodations:	Omni Hotel 555 S Lamar St, Dallas, TX 75202
Educational Objective and Curriculum Objective:	Attached
Trip Highlights:	Attached
Number of Students Predicated to Participate:	16
Number of Chaperones:	2
Name of Individual Dispensing Medications:	Laura Moffett Tori Coyle
Total Estimated Cost:	\$8,640
Cost Includes:	Airline Travel Hotel Accomodations FCCLA National Conference Registration FCCLA Competitive Events Fee
Cost to Each Student:	\$480.00
Funding Assistance:	0
Fund Raisers Incorporated:	0
Principal Recommendation:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended
Superintendent Recommendation:	<input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended

Reviewed/Revised: 05/19/03



2019 GUIDE

NATIONAL FALL CONFERENCE

DALLAS, TX
NOVEMBER 15 - 17



2019 National Fall Conference



Preparing to Attend NFC 4

Registration Rates 5

Conference Deadlines 6

Conference Guidelines 7

Dress Code Policy 9

Registration Policies 10

Hotel Information & Policies 11

Competitive Events General Information 14

Begin your NFC story with the FCCLA365 mobile app!

Want access to 2019 NFC schedules, information, announcements, and updates? Visit Guidebook.com/app/FCCLA365 to request a text message with instructions to download the app, or search for "FCCLA365 App" in your mobile app store. The app will launch in October.

Follow Us Online!

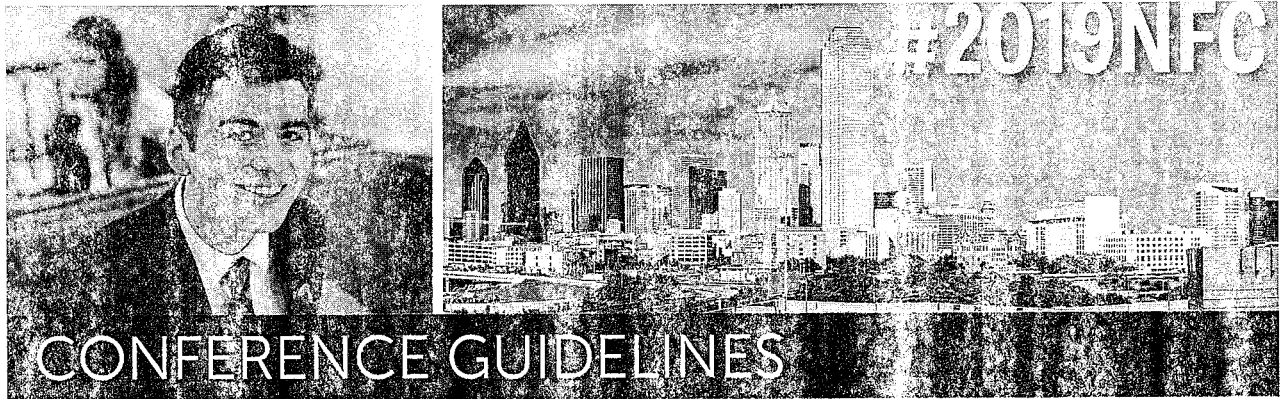
#2019NFC | @NationalFCCLA



Registration is required to participate in all sessions at the National Fall Conference. Name badges will be checked for admission to sessions, the Exhibits, and all other conference activities. Competitive Events participants must be affiliated to compete in a Skill Demonstration Event or the FCCLA/LifeSmarts Knowledge Bowl. Online registration opens in August 2019.

When planning your weekend at NFC, please closely review the conference and Competitive Events schedules. Some conference sessions take place simultaneously. Competitive Event participants and volunteers may not be able to attend all conference workshops. Ensure that your planned activities do not conflict with Competitive Events orientations or competitions.

2019 National Fall Conference Registration Rates	Regular <i>Ends October 15 at 5:00 PM EDT</i>	Late <i>Begins October 15 at 5:01 PM EDT</i>
Affiliated students and advisers	\$60	\$75
Non-affiliated students, parents, and guests	\$85	\$95
Skill Demonstration Events	\$25	\$25
FCCLA/LifeSmarts Knowledge Bowl	\$20	\$20
CEU Credits	\$20	\$20
Meeting Room Fee <i>Attendees not staying at one of the official conference hotels are required to pay a meeting room fee per registration. This option is not available for Competitive Events participants.</i>	\$25	\$25



Student Delegates

Delegates are expected to attend and participate in all sessions, workshops, and activities so they gain as much as possible from the conference. Students who disregard the rules will be subject to disciplinary action. Parents/guardians will be notified, and students may be sent home at their own expense. All conference attendees should be informed of the following:

- Behavior at all times should be such that it reflects a positive, professional image of you, your school, your state, and the national organization.
- Be on time for all sessions and remain until sessions are adjourned.
- Name badges are required for admission and must be worn when attending sessions, the Exhibits, and when shopping at the FCCLA Store.
- Any accidents, injuries, or illnesses should be reported to an adult chaperone immediately. National Staff should be informed of such incidents, and an incident form should be completed.
- If a student is found responsible for stealing or vandalism, the student and their parents/guardians will be expected to pay all damages.
- Students may not purchase, possess, consume, or be under the influence of alcohol or illegal drugs at any time. Violators will be subject to stringent disciplinary action.
- Smoking and vaping are prohibited.
- Use of air horns or other noisemaking devices will not be permitted during general sessions or throughout the convention center or hotels.
- Be considerate of sleeping hours and the privacy of other hotel guests and FCCLA members. All students will observe the 11:30 PM in-room curfew.
- Check your room carefully before departure. Be sure all personal belongings have been removed before checking out of the hotel.

Adviser/Chaperone Responsibilities

Advisers and chaperones are responsible for the behavior and discipline of their students throughout the conference. Attendees causing a disturbance or displaying inappropriate behavior will be asked to leave the conference and their hotel.

- The National Association of Secondary School Principals (NASSP) requires one adult chaperone per every 15 high school students or 12 middle school students attending NASSP sponsored conferences. Parents/guardians may serve as chaperones and must register online, pay the required registration fee, and attend the entire conference for supervision of the student(s). Please be advised that your local school district may have specific rules that require a higher adult chaperone-to-student ratio. You should follow the rules of your school district if the requirements are higher than those set forth by NASSP sponsored conferences.
- There is a 11:30 PM in-room curfew each night for student attendees. This curfew should be enforced by advisers/chaperones and will be strictly enforced by the hotel security. This curfew is for the safety of the students and in respect of other guests staying at the hotel(s).
- Advisers/chaperones are responsible for enforcing the mandatory dress code policy. The mandatory dress code policy applies to delegates, advisers, guests, and all other attendees at the National Fall Conference. Thoroughly review and impress upon your chapter delegation the importance of adhering to the mandatory dress code policy. Emphasize that any individual not adhering to the mandatory dress code policy will not be admitted into sessions, the Exhibits, or the FCCLA store.



FCCLA's Board of Directors has set forth a mandatory dress code policy for the National Fall Conference. Please review the policy prior to attending to ensure you and your students do not miss out on any sessions.

The FCCLA official dress is worn for National FCCLA activities per the dress code as outlined. Students may select the attire that best fits the gender with which they identify. This is a personal choice as long as the FCCLA guidelines are followed. This also applies to the dress code guidelines for FCCLA conferences.

NATIONAL FALL CONFERENCE DRESS CODE:

General Sessions, Exhibits, Workshops

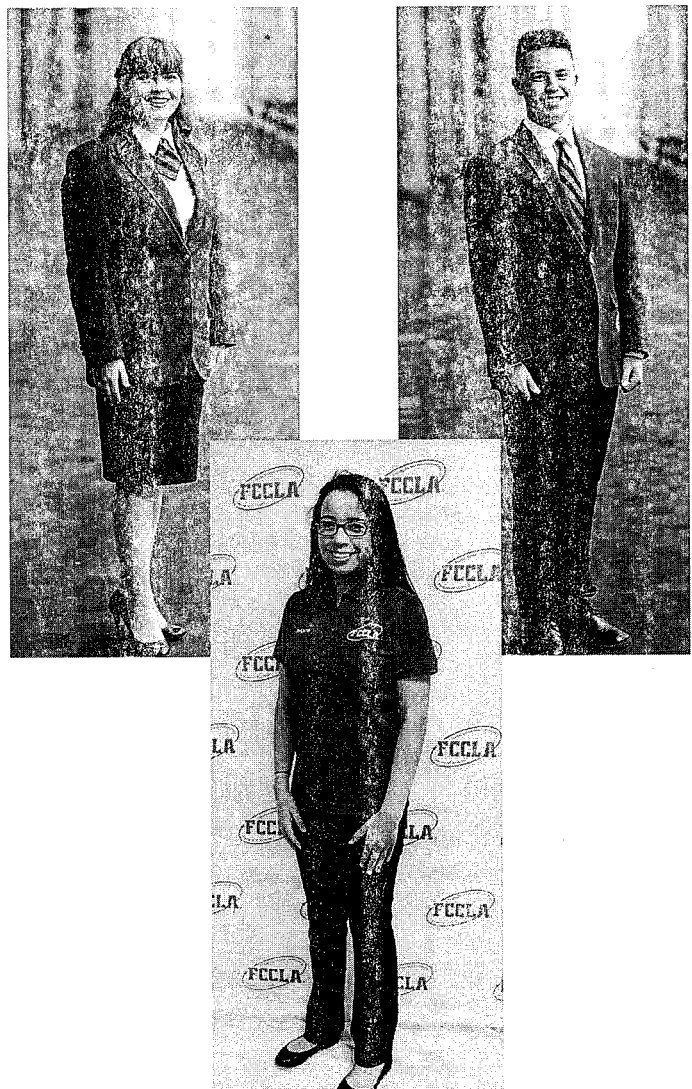
- FCCLA Red Blazer is encouraged
- Red, black, or white polos or professional white or black shirt (long or short sleeves)
- Black bottoms (slacks, skirt, sheath dress)
- Shoes (black preferred)
- Jeans, t-shirts, athletic wear are NOT acceptable

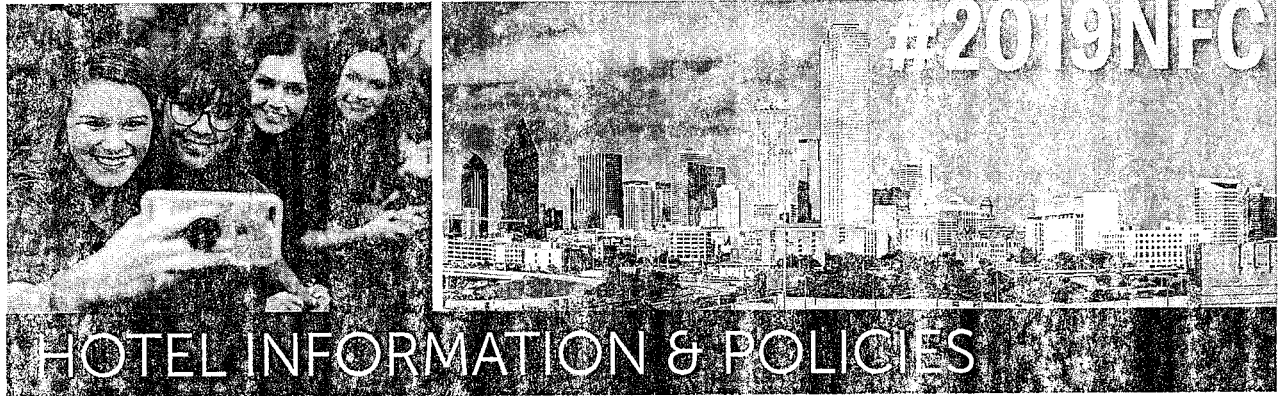
Advisers/ Chaperones/ Guests

- Business professional
- Jeans, t-shirts, athletic wear are NOT acceptable

Skill Demonstration Event Participants

Skill Demonstration participants are expected to adhere to the published dress code for all general sessions, exhibits, and workshops. For participation in competition, follow event specifications for dress, and wear appropriate clothing for the nature of the presentation. If attending conference activities prior to or immediately after a presentation, be prepared to change into clothing that meets the conference dress code.





All conference sessions will take place at the Omni Dallas and Kay Bailey Hutchison Convention Center Dallas. The Dallas Omni Hotel is connected to the Kay Bailey Hutchison Convention Center Dallas and convenient to many dining and entertainment options. Additional hotels may be added based on registration counts. In the event the additional hotel(s) is not within walking distance transportation may be provided.

Omni Dallas Hotel

555 Lamar, Dallas, Texas 75202

Check In 4:00 PM; Check Out 11:00 AM

Rate: \$199 plus tax

Room Type: King Bed (1-2 guests); 2-Queen Beds (3-4 guests)

Shining in the heart of downtown Dallas, Omni Dallas Hotel connects via sky bridge to the Kay Bailey Hutchison Convention Center Dallas and is close to popular restaurants, shops and the Dallas Arts District. Local history and flavor are showcased throughout the guest rooms, conference spaces, and restaurants with pieces from local Dallas artists. Stunning views of downtown can be enjoyed from the heated infinity swimming pool terrace deck.



HOTEL INFORMATION & POLICIES

Room Types

- Hotels have a limited inventory of double/double rooms and FCCLA secures the maximum number of double/double rooms the hotels can provide.
- Due to the high demand for double/double rooms, in most cases, double/double rooms will only be used to house triple and quad occupancy.
- The hotel will make every attempt to house rooms with three people in a double/double room.
- Rollaway beds may be requested for king rooms with two occupants for an additional charge and will be based on the hotel's available inventory.

Hotel Room Occupancy

King Bed: 1-2 guests; 2-Beds: 3-4 guests

Hotel Check-In

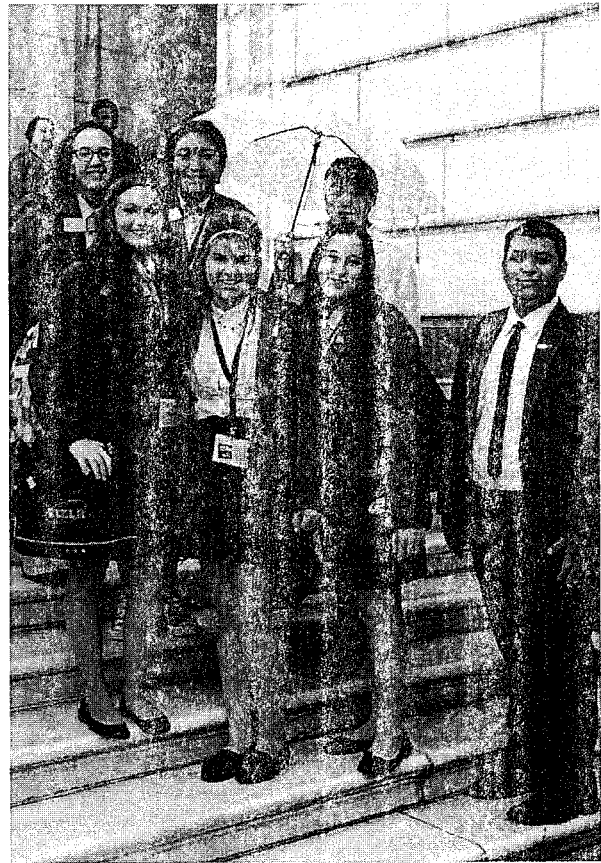
- Rooms will be pre-blocked by the hotel to keep groups together. The hotel will avoid placing males and females in adjoining rooms based on the reservations received. This will depend on the hotel occupancy the previous night. The hotels will make all attempts to place students and chaperones on the same floor.
- When you check-in, not all rooms may not be available. As your group's rooms become available the hotel will contact you. It is important that you allow the hotel to keep the rooms pre-blocked to keep your group together.
- Make your travel plans with check-in times in mind. Check with the hotel about special arrangements if you must arrive before check-in time or after 8:00 PM.
- Advisers should check the group into the hotel at one time and secure room assignments and keys. Have a copy of the housing confirmation and valid picture identification with you. If your state adviser secured housing reservations as a state group, this is your state adviser's responsibility.
- Outside telephone service will be restricted in rooms not leaving a credit card deposit. Pay movies, room service, and in-room internet access will be on a cash-only basis.

Hotel Check-Out

Refer to hotel for specific check-in and check-out times. Failure to vacate rooms by this time may result in a full rate being charged for that day. Advisers must assume financial responsibility for the room bill.

Special Accommodations

If you require special accommodations, please notify FCCLA at least 30 days prior to the conference at meetings@fcclainc.org and when registering for the conference.



COMPETITIVE EVENTS

Competitive Events Schedule

Competitive Events activities will be held Friday and Saturday. There will be some overlap with conference events and Competitive Events. Competitive Event participants and volunteers cannot participate in everything. Competitive Event activities should take priority over other conference options for all participants. Members may only compete in one Competitive Event (Skill Demonstration Event or FCCLA/LifeSmarts Knowledge Bowl) during the National Fall Conference. Please indicate potential conflicts or special instructions for volunteer placements during registration so they can be scheduled appropriately.

The Closing General Session is not required, but participants will not receive awards if they are not present to walk across the stage or if they do not send a substitute in their place. Awards will not be given out before or after the sessions, except in extenuating circumstances, as determined by the Senior Competitive Events Manager. Participants not in official mandatory dress code will not be permitted on stage to receive their award.

Competitive Event Participant Eligibility

- To be eligible to participate in national Competitive Events, participants are required to register for the NFC and must stay in the official meeting/conference hotel block for the length of the conference. In any extenuating circumstance, a written waiver may be submitted via the State Adviser to the National staff for consideration.
- FCCLA/LifeSmarts Knowledge Bowl team members may not compete in another competitive event at the National Fall Conference.
- All Competitive Events participants must be affiliated at the national level at the time of registration and must meet event eligibility.

Volunteer Requirements

With the continued growth of Competitive Events, increased numbers of volunteers are needed. State and chapter assistance in this area is crucial if Competitive Events are to continue to succeed. Assisting with the events is a worthwhile and rewarding experience.

Though national staff does their best to assign volunteers to their top choice of event or position, this is not always possible, so please make volunteers aware that they may be needed elsewhere. Volunteers will be notified of their selection and assignment approximately two weeks prior to the National Fall Conference. If their assignment conflicts with another obligation during the meeting, they should contact National Headquarters at competitiveevents@fcclainc.org.

Local, regional, district, or state Competitive Events officers are encouraged to volunteer to assist with Competitive Events at the National Fall Conference.

Competitive Events Deadlines

We strongly encourage you to register early, as event capacity is limited. The registration deadline for NFC Competitive Events is October 15, 5:00 PM EDT.

