

SCHOOL DISTRICT OF CLAY COUNTY  
FIELD TRIP REQUEST

1. School Requesting: Wilkinson JR High

2. Transportation (Check One):

School Bus(s) \_\_\_\_\_ Private Vehicle(s) \_\_\_\_\_ Commercial Carrier \_\_\_\_\_ Other X

If Commercial Carrier or Other, please state type: \_\_\_\_\_

3. Trip(s) overnight: Yes ✓ No \_\_\_\_\_ Trip(s) out-of-state: Yes \_\_\_\_\_ No ✓

4. Dates of Field Trip\*: 11/10-11/12 Destination\*: Hilton Daytona Beach Oceanfront Resort - Fall Leadership Conference  
\* For School Buses...if more than one bus is requested, reference bus request form.

5. Group Taking Trip: FBLA Officers

6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. \_\_\_\_\_

7. Educational Value of Field Trip: Students will participate in leadership training workshops, team building activities, & networking activities. They will be involved in management and organizational skill building and use of decision making skills to be used in leading their local chapter.

8. Supporting SSS Benchmark(s) with Narrative(s): 12.04, 17.02 - Digital Information Technology (8707310), organizational skills, communication, time management, human relations, & interpersonal skills.

9. Number of Students\*: 5 Number of Chaperones\*: 1

10. Cost Per Student: 300.00 Budget Code or Source to be charged: Internal  
(example: Internal Accounts, 5100-331, Athletic Departments)

11. Departure Time\*: 1130am Returning Time\*: 9.00pm

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division Director or Supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be listed below.

Bus Requisition Number(s):  
\_\_\_\_\_  
\_\_\_\_\_

Kathryn Lee Hall  
Teacher, Team Leader, Department Head, Etc.  
Cornel  
Principal

District Office Approval

Information

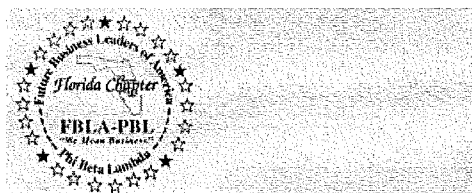
FBLA ML

FBLA

PBL

Prof. Div.

Foundation



## FLORIDA FBLA-PBL IMPORTANT DATES

### 2016

- July 20-21 FBLA-PBL New Adviser Training, Lake Buena Vista Hilton, Orlando
- July 21-22 PBL Bootcamp, Lake Buena Vista Hilton, Orlando
- July 22-23 FBLA-PBL District Director Summit, Lake Buena Vista Hilton, Orlando
- July 23-24 FBLA-PBL Board of Directors' Meeting, Lake Buena Vista Hilton, Orlando
- September 30 Receipt deadline for articles for the fall issue of Florida Communicator
- October 14 Receipt date for State Fall Conference Registration
- October 20 State and national dues deadline, to be eligible for Gold Seal Award
- Nov. 10-11 State Fall Leadership Conference, Daytona Beach, FL
- Nov. 11-12 National Fall Leadership Conference, Daytona Beach, FL
- November 15 American Enterprise Day
- November 17 FBLA District Directors must have district test orders to State Adviser if competition is in December
- November 30 Receipt deadline for articles for the winter issue of Florida Communicator
- December 2 FBLA District Directors must have district test orders to State Adviser if competition is in January or February
- December 15 FBLA state and national dues must be postmarked, first-class mail, to be eligible for district, state, and national competition

### 2017

- January 1 Deadline for receipt of intent letters/resumes to run for national office
- Jan 21-22 FBLA-PBL Board of Directors Meeting, TBA
- January 30 Receipt deadline for articles for the spring issue of Florida Communicator
- January 31 FBLA deadline for 2nd semester dues to be eligible for district/state competition
- Feb 5-7 Tallahassee Trip for State FBLA and PBL Officers
- Feb 5-11 FBLA/PBL WEEK
- February 15 PBL State/National dues postmark deadline to be eligible for State Competition
- February 15 PBL **received** date for State Conference registration/hotel reservations/pre-judged materials
- February 17 FBLA **received** date for State Conference registration/hotel reservations/pre-judged materials
- March 16-19 PBL State Leadership Conference, Doubletree by Hilton at SeaWorld, Orlando
- March 23-26 FBLA State Leadership Conference, Hilton Orlando
- April 29 FBLA-PBL Pre-NLC, TBA
- May 6 FBLA-PBL Pre-NLC, TBA
- June 24-27 PBL National Leadership Conference, Anaheim, CA
- Jun 29-Jul 2 FBLA National Leadership Conference, Anaheim, CA

Florida FBLA/PBL © 2016 | [Home](#) | [Privacy Policy](#) | [Disclaimer](#) | [Contact Us](#)



DATE: August 28, 2016

TO: Florida FBLA-PBL Chapter Advisers  
*Florida FBLA-PBL Association, Inc.*

FROM: Jody A. Jones  
Florida FBLA State Adviser  
*P. O. Box 1106  
Zephyrhills, FL 33539-1106  
813-279-1942, FAX: 813-788-1874*

SUBJECT: 2016 Florida FBLA-PBL Fall Leadership Conference

Attached is the registration packet for the 2016 FBLA-PBL Fall Leadership Conference. This conference will be held in Daytona Beach, November 10-11, 2016. Members and advisers will be staying at the **Hilton** Daytona Beach Oceanfront Resort, 100 North Atlantic Avenue, Daytona Beach, FL 32118. Please read all sections of this packet carefully. All materials must be **received** by October 14, 2016.

This year, we have the unique opportunity of joining our State Fall Leadership Conference with one of the National Fall Leadership Conferences. Please pay particular attention to the details on the following pages so that you and your students may take full advantage of this combined conference!

The conference officially begins at 2:30 p.m. on Thursday, November 10, with registration. The first session will begin at 4:00 p.m. The conference will offer motivational speakers, a variety of workshops, a battle of the districts, entertainment sessions, and much more.

If you have any questions, please feel free to call our office at 813-279-1942. We look forward to seeing many of you in Daytona Beach.

Attachments

## 2016 Conference Packet Highlights

- This year we are pleased to be combining our Florida FBLA-PBL Fall Leadership Conference with the National Fall Leadership Conference in Daytona Beach. Florida's conference will be held on Thursday afternoon through Friday morning. We then encourage everyone to stay and experience the thrill of the National Fall Leadership Conference!
- Be sure to make hotel reservations by clicking here: [Hilton Daytona Beach](#). It is the same link as the one in the National Fall Leadership Conference packet.
- Rooms are available on a first come--first serve basis. Housing reservations must be ***received by October 14, but may sell out before that time.***
- The Florida Fall Leadership Conference registration fee for students is \$30. The fee is payable in advance. Advisers, state officers, and current district presidents do not have to pay a registration fee for the Florida part of the conference. Conference registration for the Florida Fall Leadership Conference must be done by clicking here: [Florida Fall Conference Registration](#).
- ***There is an additional registration fee for the National Fall Leadership Conference.*** To register for the National portion of the conference, click here: [National Fall Conference Registration](#).
- The deadline for all materials: RECEIVED: October 14, 2016.
- PLEASE note that the attached agenda is TENTATIVE!! Some events/activities may be scheduled at an hour different than what is listed here. Check your conference program when you register for exact times and locations of activities.
- Attire for the conference is Florida FBLA-PBL Dress Code.

### CONFERENCE REGISTRATION FEES

The Florida conference registration fee of \$30 per student is to be paid by school check and included with the registration form. Advisers, District Presidents, and State Officers do not pay a conference registration fee for Florida's part of the conference. A \$5 SERVICE CHARGE WILL BE ASSESSED FOR EACH ON-SITE REGISTRATION. ALL REFUNDS WILL BE ASSESSED A \$5 CHARGE. REFUNDS WILL NOT BE AVAILABLE AFTER OCTOBER 16.

***PLEASE NOTE:*** Registration for the National portion of this conference must be done by going to [www.fbla-pbl.org](http://www.fbla-pbl.org). The national registration fee is \$65 for members and advisers if done by October 14.

### ATTENDANCE CRITERIA AND ELIGIBILITY

#### 1 Adults

The Board of Directors has stipulated that there must be a minimum of one adult adviser for every five student delegates. Adult advisers are considered to be the chapter advisers. If more than one adult adviser is necessary, another adult may be designated by the proper school official to serve in this capacity.

#### 2. Criteria for Students to Attend FLC

To be eligible to attend the FLC, FBLA-PBL members must meet these basic criteria:

- Be an active member of FBLA-PBL;
- Have the approval of the FBLA-PBL Chapter Adviser;
- Have the approval of the school administration;
- Have the approval of parent or guardian (FBLA only);
- Have signed the Conference Dress Code and Delegate Conduct Procedures Forms;
- Be accompanied by an adult adviser (FBLA only);
- If staying in a hotel, it must be the conference hotel or the overflow hotel.

## REGISTRATION

Each FBLA-PBL chapter adviser is required to register the student delegates and adult advisers in his/her chapter delegation. Please follow directions carefully and fill in all forms completely.

Payment for your chapter's Florida registration must be mailed to the FBLA-PBL office. Please be sure that the amount of your check is equal to the registration fee multiplied by the number of delegates you have registered. You will receive a receipt in your registration packet at the conference. Make checks payable to FLORIDA FBLA-PBL. A \$5 SERVICE CHARGE WILL BE ASSESSED FOR EACH ON-SITE REGISTRATION AND ANY CHANGES.

The registration forms are to be **received** by October 14, 2016. The forms are used for advance preparation of identification badges. Badges will be printed according to the way that the name has been entered into the registration.

Please refer to the National Fall Leadership Conference registration packet to register for the National portion of the conference: National Fall Conference Registration.

It shall be the responsibility of the chapter adviser to verify that ALL student delegates are members of FBLA-PBL (district, state and national dues are paid).

## HOTEL INFORMATION

Hilton Daytona Beach Oceanfront Resort, is located on the world's most famous beach. Bordered by some of Daytona's best attractions, from the Daytona Beach Boardwalk and Pier to the shops and restaurants that line Ocean Walk Village. Sports enthusiast can enjoy the local golf courses and Daytona Speedway. The resort is an oasis in one of the world's most vibrant coastal locales.

### Hilton Daytona Beach Oceanfront Rates:

Single/double rooms	\$ 160 Per Night
Triple/quad rooms	\$ 165 Per Night

THE ABOVE RATES DO NOT INCLUDE MEALS. Hotel parking fees are discounted to \$7 per day for self-parking.

PLEASE TAKE NOTE THAT THE FIRST NIGHT'S DEPOSIT IS REQUIRED. The hotel will require that the first night's room deposit be mailed at the same time you send your reservations for the Fall Leadership Conference. YOU WILL NOT BE ABLE TO OBTAIN RESERVATIONS WITHOUT THIS DEPOSIT. Be sure to bring your Tax Exempt Certificate with you to registration and remember that there may be an occupancy tax that will not be exempted.

## TENTATIVE SCHEDULE

### THURSDAY, NOVEMBER 10, 2016

- 2:30 - 3:45 p.m. Registration
- 4:00 - 6:00 p.m. Opening Session (Motivational Speaker) and Battle of the Districts
- 6:00 - 8:00 p.m. Dinner on your own
- 8:00 - 10:30 p.m. Open Event Testing
- 11:30 p.m. Curfew for FBLA Students

### FRIDAY, NOVEMBER 11, 2016

- 8:15 - 9:00 a.m. Workshops
- 9:15 - 10:00 a.m. Workshops
- 10:15 - 11:00 a.m. Workshops
- 11:15 - 12:00 p.m. Closing Session of Florida Conference
- 1:00 ***We hope you join us for the National Fall Conference***

***PLEASE NOTE:*** This year's Fall Conference is being held in conjunction with the National Fall Leadership Conference. Florida's sessions will end at 12:00 p.m. on Friday and the National sessions will begin at 1 p.m. on Friday. We strongly encourage everyone to stay Friday and Saturday to take advantage of the educational and enjoyable events and activities of a National Fall Conference.