



**Southern Lehigh School District
Field Trip Request Form**

overnight on list
CURRICULUM OFFICE

OCT 03 2016

RECEIVED

School: High School

Teacher(s): Bonnie Organski and Jo Ann Peralta

Class/ Group: Future Business Leaders of America

Date Request Submitted: 9/26/2016 Date of Field Trip: November 6 & 7, 2016

Destination: Hilton Harrisburg, PA

Time of Departure: 7:00AM Sunday, Nov 6th Return Time: 3:00PM Monday November 7th

Method of Transportation: Brandywine Transportation

Number of Students 10 Number of Staff 2 Number of other Chaperones 0

How will students be grouped for supervision?

Students will be attending workshops of their choice throughout the event.

What preparation will occur for chaperones to ensure an understanding of expectations?

- Materials are provided to FBLA Adviser from PA FBLA

How is the trip financed? (Please provide details for all funding sources).

- Students will be responsible for
 - Workshop Registration /student or adviser \$ 35.00/pp
 - Hotel \$ 157.00 per room student 4/room
- Transportation Costs - Fund raising \$ 250.00 plus gas

Educational Goal(s) of Trip / How does this trip support the written/approved curriculum?

- Students will attend the opening meeting and keynote address, participate in various business and skill-building related workshops throughout the two days as well as several social.

What specific student activities are planned for before, during and after the trip to ensure "value-added" to the learning process?

- See Attached Schedule of Events

What method will you measure the achievement of the education goal(s)?

- Proof of attendance at workshops

Teacher Signature: *Bonnie Organski*

Date 9/27/16

Principal Approval: *[Signature]*

Date 9/28/16

Curriculum Office Approval: *[Signature]*

Date 10/4/16

Superintendent Approval:

John Chertner

Date: 10-4-16

After approval, a copy of this form will be returned to the building office.

Teachers/ Principals will ensure the following are completed:

- Submission for approval of School Bus Transportation -form SL-5130.2-1-77 to Central Office fifteen (15) days in advance.
- Secured parental permission slips for each student.
- Prepared for any student medical/health concerns
- Signed the trip verification from the bus driver and return it to the principal's office as soon as possible after the trip.
- Evaluation of the field trip.

2016 STATE LEADERSHIP WORKSHOP
Tentative SCHEDULE OF EVENTS
(Subject to Change)

SATURDAY SCHEDULE OF ACTIVITIES - OPTIONAL
Additional information for Saturday tours and activities will be available soon.

Saturday, November 5, 2016 (optional arrival day)

Guided Tours of the Pennsylvania State Capitol (optional)

- 11:00a Tour 1 – Guided Tour of Pennsylvania State Capitol
1:00p Tour 2 – Guided Tour of Pennsylvania State Capitol
3:00p Tour 3 – Guided Tour of Pennsylvania State Capitol

7:00p Tour 4 – Evening Activity – TBA

Registration for the above tours will be open soon. To participate in guided tours, you must register in advance.

SUNDAY SCHEDULE

Sunday, November 6, 2016*

*All Sunday afternoon activities and workshops will take place at the Hilton Harrisburg Hotel.

- 10:15a-5:35p **EXHIBITORS** Atrium Lobby
Be sure to stop by and visit with the exhibitors.
- 10:30a-11:30a **REGISTRATION** Satellite Registration Desk
- 10:45a-5:30p **CHARITY BASKET AUCTION** Atrium Lobby
All donations support the *National Kidney Foundation* - this year's state project.
- 11:30a-1:45p **OPENING SESSION** Harrisburg Ballroom
(Member and Advisers) Sarah Hohman President, presiding.
▪ *business attire*

LEADERSHIP PROGRAM

MEMBER SESSIONS (42 minute sessions)

- 2:00p-2:42p **MEMBER WORKSHOP SESSION 1**
2:57p-3:39p **MEMBER WORKSHOP SESSION 2**
3:54p-4:36p **MEMBER WORKSHOP SESSION 3**
4:51p-5:33p **MEMBER WORKSHOP SESSION 4**
▪ *business attire*

ADVISER SESSIONS

- 2:00p-4:00p **ADVISER SPECIAL PRESENTATION SESSION 1**
4:15p-5:15p **ADVISER WORKSHOP SESSION 2**
▪ *business attire*

2016 STATE LEADERSHIP WORKSHOP SCHEDULE OF EVENTS

(Subject to Change)

5:15p-8:15p
6:00p-7:30p

**HOTEL CHECK IN / DINNER ON YOUR OWN OR
DINNER – Food Station Fundraiser for the National Kidney Foundation*****

▪ casual attire

***Watch for details in the coming SLW Updates.

Sunday, November 6, 2016*

*All Sunday evening activities will be held at Central Dauphin East HS Gymnasium.
(Directions to Central Dauphin East High School Gymnasium will be published)

8:15p-11:15p

BATTLE OF THE CHAPTERS COMPETITION

Each chapter may enter a team of two- or three members. Don't miss out on all the fun as PA FBLA crowns the 2016 Battle of the Chapters champion.

▪ casual attire

DODGEBALL TOURNAMENT

All proceeds benefit *National Kidney Foundation*. Make plans to join us for the 7th annual PA FBLA SLW Dodgeball Tournament for an evening of fun and entertainment.

▪ casual attire

11:45p-6:00a

CURFEW

All members must be in their assigned room.

MONDAY SCHEDULE

Monday, November 7, 2016*

*All Monday morning workshops and activities will take place at the Hilton Harrisburg Hotel.

6:30a-7:45a

BREAKFAST ON OWN

A list of restaurants serving breakfast at the Hilton Harrisburg Hotel and Strawberry Square will be provided soon.

♦ business attire required

7:30a-10:30a

CHARITY BASKET AUCTION Atrium Lobby

This is your final chance to make a donation to the *National Kidney Foundation*.

♦ business attire required

7:30a-10:30a

EXHIBITORS Atrium Lobby

♦ business attire required

LEADERSHIP PROGRAM FINALE

MEMBER SESSION

8:00a-8:30a

MEMBER WORKSHOP SESSION 5

8:45a-9:15a

MEMBER WORKSHOP SESSION 6

♦ business attire required

2016 STATE LEADERSHIP WORKSHOP
SCHEDULE OF EVENTS
(Subject to Change)

ADVISER SESSION

8:00a-9:15a

ADVISER UPDATE SESSION 3

♦ business attire required

9:30a-11:00a

(Member and Advisers)

TELL YOUR STORYHarrisburg Ballroom

♦ business attire required

11:00a-12:00p

(Member and Advisers)

CLOSING GENERAL SESSIONHarrisburg Ballroom

Sarah Hohman, President, presiding

♦ business attire required