



Field Trip Approval Form

Teacher/Advisor: Elaine Shaffer Date of Request: 1/12/2011

Lab/Class: NWT/ECE/HEA/CUA

Destination: Harrisburg for CTE Week Exhibit in the Capitol Rotunda

Date(s) of Trip: Feb 7-8-9, 2011 Time(s): 3 days

What form of transportation will be used: SUV - personal car

List of chaperones (where applicable):
Elaine Shaffer

Students: Jeff Harris (CUA-McDowell) Steven Pavliko (NWT-NW) Joelene Dieter
+ Britteny Roskie (HEA-NE) (ECE-Fair)

Educational Rationale:

Students will develop professional skills by conversing with
legislators and the public as they serve as ambassadors of ECTS

Number of students participating: 4

Cost to students: NO cost to students

Cost to ECTS: \$1,337 (\$866 reimbursible by PDE) (Attach an itemized description if necessary.)

Where applicable please attach itinerary. - attached

(this is an annual event
last year's statement is attached)

Principal's Signature: Joseph Tasciuta

Date: 1/12/11

Applicant's Signature: Elaine Shaffer

Date: 1/12/11

Board Approval Date: _____

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

Career & Technical Education Week
Two-Day Exhibit in the Capitol Building, Harrisburg
February 7 -9, 2011

EMERGENCY PHONE NUMBER: Mrs. Shaffer's Cell Phone 1-814-397-6403

Monday, February 7, 2011:

- Travel Day – Leave from ECTS at 8:30 am., Lunch at “The Deli” in State College
- Arrival In Harrisburg at approximately 5:00 pm - Drop Off & Set Up Display Capitol Bldg. – East Wing Rotunda
- Check In & Dinner – Crowne Plaza
2nd & Chestnut Streets
Harrisburg PA 17102
Phone: (717) 234-5021

Tuesday, February 8, 2011:

- Breakfast at the Crowne Plaza
- 9:00 am – Participate in the exhibit at the Capitol Building and greet legislators
- 12:00 noon - Ribbon Cutting Ceremony in the East Wing Rotunda of the Capitol Building for Career and Technical Education Month.
- 12:45 pm – 2:30 pm Exhibit of student displays
- 1:00 – Lunch and visit official CTE displays in the East Wing
- 3:45-4:45 pm – “Get Acquainted Student Reception” at the Hilton Hotel, Pennsylvania Room – 2nd Floor
- 5:00 pm – 7:00 pm Dinner & Presentations at the Harrisburg Hilton Hotel (2nd & Market)
- 7:30 pm -11:00 pm Free time at the Crowne Plaza – enjoy the fitness room, pool or do the make-up school work you’re missing!

Wednesday, February 9, 2011:

- 7:30 am – 9:30 am Breakfast & Recognition Program at the Harrisburg Hilton
- 9:30 am – 1:00 pm Exhibit
- 10:00 – 12:00 – Tour of State Capitol (Meet in the Main Rotunda at the Tour Guide Desk)
- 12:00 noon – Door Prize Drawing.
- 1:00 pm Take down exhibit & depart for Erie. Arrive back at ECTS at approximately 9 or 10 pm. (For ride purposes, we will telephone parents when we reach the Meadville exit on I-79.)

ACTIVITIES:
 STUDENTS MUST DISCUSS SOME ASPECT OF THE PROGRAM !!
 MEET WITH GUESTS AND LEGISLATORS
 SIGN UP FOR A TOUR OF THE CAPITOL BUILDING
 SIGN UP FOR DOOR PRIZES
 MEET STUDENTS FROM OTHER TECHNICAL SCHOOLS

- Criteria For Display:
- (a) quality of presentation
 - (b) its relationship to the integration of academic and vocational technical education, advanced technology and/or business/education partnerships
 - (c) the theme: "Spark Your Creativity With Career and Technical Education"
 - (d) students available to explain the display.

Guidelines For Dress: shirts with a collar (polo, dress, etc), no T-shirts. A uniform is the only exception such as those worn by the Technical Student Organizations. Appearance is important at the Wednesday morning breakfast and at all times in the East Wing Rotunda of the capitol building. You will need two good set of dress clothes for Tuesday and Wednesday.

To bring:

- Two sets of dress clothing (need professional dress - slacks, dress shirt or suits are good)
- Recreational clothing for the hotel fitness center and pool
- Your portfolio and/or samples of your work
- Snacks/pop for the road if you wish
- A DVD or CD or two for the road
- If you wish, spending money for souvenirs (ECTS will pay all expenses - food, transportation and lodging.)

Please review the ECTS website (www.ects.org) to learn about all its high school programs. Also, you may want to learn about our legislators by visiting the website www.state.pa.us. Click on "contact your legislators" and you will find some neat biographical information on them, as well as photos. Check out: Representatives Patrick J. Harkins, Florindo J. Fabrizio, John Evans, Curt Sonney, John Hornaman, and Senators Jane Earll and Mary Jo White. You will have an opportunity to meet and talk with most of these legislators. And who knows, maybe we'll even meet the governor, Edward G. Rendell.

DATE	SITE	PURPOSE	PDE RATE	EXPENSE	TIP	PDE REIMB
2/8/2010	The Deli Restaurant	Lunch for Five/State College	@\$6/ea. max	\$80.56	\$10.00	\$30.00
2/8/2010	Parking State College	Park at the Deli Restaurant		\$2.00		\$2.00
2/8/2010	Domino's Pizza	Dinner for Five/Harrisburg	@\$16/ea. max	\$55.17	\$7.00	\$55.17
2/8&9/2010	Crowne Plaza	Parking		\$36.00		\$36.00
2/9/2010	Aramark, Capitol Bldg.	Breakfast for Five/Harrisburg	@\$6/ea. max	\$31.28	\$0.00	\$30.00
2/9/2010	Aramark, Capitol Bldg.	Lunch/Harrisburg	@\$6/ea. max	\$6.13	\$0.00	\$6.13
2/9/2010	Ceoltas	Dinner for Five/Harrisburg	@\$16/ea. max	\$72.61	\$10.00	\$72.61
2/10/2010	Crowne Plaza	Breakfast for Five/Harrisburg	@\$6/ea. max	\$52.62	\$7.00	\$30.00
2/10/2010	Berkey Creamery/Homans	Lunch for Five/On the Road	@\$6/ea. max	\$21.52	\$0.00	\$21.52
2/8-9/2010	Crowne Plaza Harrisburg	Lodging for five (3 rooms) @(\$65 + 6% Tax)(2 rooms)(2 nights)		\$631.14		\$275.60
2/8-10/2010	Mileage on Automobile	END: 117,512 BEG: 116,880 TOTAL: 632 miles				
			@.550 (ects) @.485 (pde)	\$347.60		\$306.52
			TOTALS:	\$1,336.63	\$34.00	\$865.55
Representatives In Attendance:		Elaine Shaffer, Business Partnerships Eric Vogel, Networking Student		Melanie Damore, Art & Design Student Brittney Ferguson, Culinary Arts Student Chris Harned, Drafting & Design Student		

Elaine Shaffer
Erie County Technical School



Field Trip Approval Form

Teacher/Advisor: DAVE MICHALAK Date of Request: 1/14/2011
Lab/Class: AUTOMOTIVE TECHNOLOGY
Destination: CCAC WESTERN PA AUTOMOTIVE COMP.
Date(s) of Trip: FEBRUARY 10 Time(s): 7:00 AM - 5:30 PM
What form of transportation will be used: SCHOOL CAR
List of chaperones (where applicable):
DAVE MICHALAK

Educational Rationale:
VISIT CCAC, POSSIBLE SCHOLARSHIP MONEY
TO CCAC, TOOLS, TEST STUDENT KNOWLEDGE
Number of students participating: 4
Cost to students: NONE

Cost to ECTS: \$130 - mileage (Attach an itemized description if necessary.)

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasuta Date: 1/14/11
Applicant's Signature: [Signature] Date: 1/14/2011

Board Approval Date: _____

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ISO Form #: 2700.03.01	Creation Date: December 26, 2001
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Fundraiser/Community Service Approval Form

Teacher/Advisor: Sandy Carr + Elaine Shaffer

Date of Request: 1/20/2011

Lab/Class: SkillsUSA

Please check: Fundraiser ☒ Community Service Project ☐

Event Description: Spring Candy Sale using Wolfgang Candy Catalog (York, Pa.) -
items for sale are: chocolates, mints, nuts, dried fruit mix, jelly beans,

Date(s) of Activity: Feb + Mar 2011 gummy beans, peanut brittle, soft pretzels,
Goal of Activity earn money for SkillsUSA hard candy, cinnamon rolls.

Faculty Advisors: competitions and activities -
Sandy Carr expenses include transportation + lodging

Elaine Shaffer

Educational Rationale:

The profit from this sale will fund SkillsUSA competitions. Students
will develop communication, finance-related and customer service skills through

Number of students participating: 100 participation in this effort.

Requirement of Students:

Students take pre-paid orders - orders are sorted and packaged by
Wolfgang and shipped to ECTS - students deliver orders to their customers.

Cost to ECTS: None (Attach an itemized description if necessary.)

Principal's Signature: Joseph Tarasontel Date: 1/21/11

Applicant's Signature: Elaine Shaffer Date: Jan 20, 2011
Tandra M. Carr Jan 20, 2011

Board Approval/Director Approval Date: _____



Field Trip Approval Form

Teacher/Advisor: Robert Craft Date of Request: 1/25/11

Lab/Class: Hospitality

Destination: Penn State

Date(s) of Trip: 3/9 thru 3/12 Time(s): 7:00 AM - 3:00 PM

What form of transportation will be used: Rental Van

List of chaperones (where applicable):

Robert Craft

Educational Rationale:

The Mission of the Competition is to recognize and honor outstanding LMP Schools with the winner going on

Number of students participating: (4) Four

Cost to students: spending money

Cost to ECTS: 1750 ⁰⁰/₁₀₀ (Attach an itemized description if necessary.)

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch Date: 1/25/11

Applicant's Signature: [Signature] Date: 1/25/11

Board Approval Date: _____

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Introduction

The Pennsylvania Tourism & Lodging Association (PTLA) is inviting you to the Second Annual **Lodging Management Program State Competition**, scheduled for March 9-10, Penn State

The mission of the Competition is to recognize and honor outstanding Lodging Management Program Schools, with the winner of the State Competition representing Pennsylvania at the National Competition in Orlando, Florida this April.

Purpose

This exciting three-day Competition will allow students to demonstrate their hospitality knowledge by competing in a question-and-answer knowledge bowl, complete room inspections, night audit tasks, analyze case studies in Food & Beverage and Sales & Marketing, as well as, demonstrate their knowledge, skills and abilities in planning an event, to include the invitation, Banquet Event Order, menu and floor plan.

Winning teams from each of the three events as well as the overall winners will be awarded medals. Each student will be recognized for his/her excellence and participation in the competition. First, Second and Third place **overall** winners will receive scholarships, and the overall winner will receive a trophy to display in their school.

Eligibility Requirements

Teams must consist of students from the same school and should have two (2) to four (4) students on the team. Only schools teaching a full Lodging Management Program are eligible. A "full" LMP Program is a school using both Year 1 and Year 2 curriculum and all of its components.

Participating teams, teachers and mentors are responsible for understanding and following all of the procedures and guidelines contained in this document. Please read this entire document carefully to avoid receiving penalties during the Competition. Anyone caught violating local drug and alcohol laws will be immediately disqualified.

Competition Overview

Students will compete in three main events during the competition to include:

Part 1. Knowledge Bowl Competition – Participating teams will demonstrate their skills and knowledge by competing in a question-and-answer “Quiz Bowl Format” event. Lodging Management Program Year 1 and Year 2 curriculums will be used to develop the questions.

Part 2. Hotel Operations Competition – Teams will demonstrate their knowledge, skills and abilities in Housekeeping and Front Desk Operations. This competition will allow students to do the following:

- Complete room inspections...Students will receive a brief overview of the executive housekeeping operations. Each student will have 10 minutes to evaluate a room utilizing and executive housekeeping checklist.
- Night Audit Postings...Teams will demonstrate their skills in accurately posting front desk accounting information. Time allotted for this activity is 30 minutes. This is a paper posting competition and is not computer-based.
- Analyze case studies in Food & Beverage and Sales & Marketing...Students will have 15 minutes to prepare solutions to the case studies and an additional 5 minutes to present case analysis to a team of judges.

Part 3. The Hospitality Project – Teams will demonstrate their knowledge, skills and abilities in planning an event, to include the invitation, Banquet Event Order, menu and floor plan. Students will be judged on accuracy, presentation and organization of ideas. *Scenario and specific guidelines and rules will be given at orientation.*

Procedures

1. Each team will designate one student to serve as the “team captain” throughout the Competition.
2. Each team will be required to dress in business casual attire. This will include sports jacket, dress shirts/blouse, dress pants/skirt and dress shoes. No jeans, t-shirts or gym shoes will be allowed during the Competition or awards luncheon. **All students are expected to conduct themselves in a professional manner at all times.**

3. Every school can submit one team for the Competition.
4. Teams must compete in all three sections to qualify for the overall Lodging Management winner.
5. Teams are required to attend Team Registration and Orientation, on time, during the first day of the Competition. The event organizers will answer any questions about the Competition during that time.
6. Teams must report to the pre-determined station for these events, which will be given during Team Registration and Orientation.
7. One Advisor will act as the team's liaison. The Advisor shall not participate in the competition and shall not be allowed in competition areas. The Advisor shall not communicate with team members during the actual competition.

Disqualification

1. All participating team members must attend Team Registration and Orientation meetings on time, and arrive for Competition matches on time, or they will be disqualified.
2. Under no circumstances will drug or alcohol use be permitted. The entire team will be immediately disqualified. Other inappropriate behavior will be reported to the school principal.
3. Any team receiving any coaching and/or assistance during actual competition, including the audience will be disqualified.

Criteria for Overall Lodging Management Winner

Students will compete in three main events during the Competition. Each event is worth a maximum of 25 points towards determining the overall winner.

Team ranking for each competition is as follows:

First Place	25 Points
Second Place	20 Points
Third Place	15 Points
Fourth Place	10 Points
Fifth Place or Higher	9 Points

The highest combined event winners will determine the overall Lodging Management winner.

Prizes

First, Second and Third place overall winners will receive medals. In addition, the first place winner in each of the three (3) competitions will receive medals. All students will receive a certificate of recognition.

The overall winning team will also receive a trophy and scholarships will be awarded to each member.

Disclaimer

The Pennsylvania Tourism & Lodging Association reserves the right to change or alter competition events, as deemed necessary, but will notify competitors in advance.

2011 Lodging Management Program State Competition
March 9th – 11th, 2011
Nittany Lion Inn, State College, PA

Registration Form

Participating School: Erie County Technical School

Address: 8500 Oliver Road

City: Erie **State:** Pennsylvania **Zip Code:** 16509-4699

Contact Person: Robert N. Craft CHI **Phone:** 814-464-8635

Fax: 814-464-8625

E-Mail: bcrafft@ects.org

Student Team Members:

1. Nstasha Forbush
2. Steffany Jackson
3. Kaylie Mallette
4. Shayla Riefstahl

Instructor/Chaperones:

1. Robert N. Craft
- 2.

The Pennsylvania Hospitality Foundation has secured a room block at the Nittany Lion Inn for March 9th through 11th, 2011. Room rates are: \$93.00 single occupancy and \$113.00 triple occupancy plus applicable taxes. Please call 800-233-7505 to secure rooms for your school. The cut-off date for the room block is February 9, 2011.

All participating schools are responsible to arrange and provide payment for their own lodging and transportation costs. All additional expenses regarding the event will be provided by the Pennsylvania Hospitality Foundation and of sponsors of the Competition.

Authorized Signature

Robert N Craft
Name Printed

January 24, 2011
Date

Fax to (717) 232-8948

You will be notified within 72 hours confirming your fax was received.

Bob Craft

From: PTLA [info@patourism.org]
Sent: Tuesday, January 18, 2011 5:24 PM
To: bcraft@
Subject: LMP Newsletter (January 2011)

[Click here to view this message in a web browser](#)



LODGING MANAGEMENT PROGRAM NEWSLETTER

January 2011

The holidays are over and the cold is here to stay for a little while yet. We would like to update you on some important dates and information in this newsletter. The Board of Directors of the Pennsylvania Hospitality Foundation, which oversees the Lodging Management Program, continues to develop the planning and create means for funding the LMP Program.

2011 State Competition

Don't miss the 2011 LMP State Competition being held at the Nittany Lion Inn, in cooperation with the Penn State School of Hospitality. **The event will take place on March 9 - 11, 2011 in State College.**

The competition will consist of five segments of night audit, sales & marketing, food & beverage, a hospitality project and the final Knowledge Bowl. Students will compete in teams of two, three or four. The winning team will go on to represent Pennsylvania in the Annual National LMP Competition in April in Orlando, Florida.

You can download a registration form at www.patourism.org/workforcedev/2011-lmpcomp/LMP11-reg.doc

For more information, please contact Leeann MacWilliams at 717-232-8880 x101 or at leeannm@patourism.org.

Culinary Career Day 2011

March 8, 2011, PTLA will host the 3rd annual Culinary Career Day. All high school and vocational students are eligible to attend this one-day event held at the Nittany Lion Inn in State College, PA.

Students will connect with post secondary school representatives, learn from culinary demonstrations, listen to a panel of industry experts discussing their careers, and learn from successful industry business persons on what it takes to run a business. PTLA has reduced the registration fee this year to **\$30 from \$49**. For more information and a registration brochure visit www.patourism.org/ccd.

A special rate of **\$93** has been established at the Nittany Lion Inn for this event. You can make reservations by calling **(800)**

233-7505. Be sure to reference the Reservation Number **CULC11A**. This special rate expires **Saturday, February 19, 2011**

Tourism Day at the Capitol

Students, industry professionals, legislators and consumers can take part in the 2011 Tourism Day on March 15th at the Main Capitol. A parade of industry professionals and iconic industry characters will march from the Harrisburg Hilton to the Capitol at 11:30am with a rally beginning at 12pm. Industry representatives from across the state will also provide a trade show in the Main Capitol and East Wing to learn more about the tourism industry. Various appointments with legislators and the media will be educated on how important the tourism industry is to PA's economy and to the over 400,000 tourism industry employees from across the state. For more information visit www.patourism.org/pts.

PTLA's Career Website

Hosted by PTLA, PaHospitalityCareers.com, allows employers to post job openings and job seekers to post their resume. Click to [download a flyer](#) that can be posted to make students aware of this free website.

Sign Up for PTLA Webinars

PTLA has developed a series of webinars on timely and important tourism industry topics. You and your students can take advantage of these one-hour educational sessions while never leaving your school. All you need is a telephone (the call is free) and a computer with internet access. The cost is only \$35.00. For more information, go to www.patourism.org/webinars.

Congratulations to Robert Craft and Erie County Technical School

The winners of PA Partners' Education Workforce Leadership award this year are Erie County Technical School and their partner, Scott Enterprises. This partnership involves a ten-year relationship that includes all of the school's Tourism & Hospitality Management students, plus some students in Culinary Arts and the Transition Center. Over 350 students have received direct internship experience through this partnership.

**If you have any questions about anything in this newsletter, please contact
Leeann MacWilliams at 717-232-8880 x102 or leeannm@patourism.org**

2011 Pennsylvania Lodging Management Program Competition
Nittany Lion Inn, State College

Wednesday, March 10, 2010

- 3:00 p.m. Registration/Event begins-(Room TBD)-Leeann MacWilliams(explanation of event letter given to each student upon check-in)
Provide buckets to teams
Give guidelines for Hosp. Project
Give out team folders with schedules
(1 table for each team, spaced out so teams can't hear each other)
- 6:00 p.m. Dinner-Faculty Staff Club
(Pizza, Creamery Sundaes-make your own, chips, beverages)
- 7:00 p.m. Back to registration room for Hospitality Project work
- 12:00 a.m. Hospitality Project preparation time ends/projects are handed in

Thursday, March 11, 2010

- 8:00 a.m. Breakfast-Penn State Room
- 8:55 a.m. Break to respective rooms
Hospitality Competition Events
Guestroom Inspections (#1046, #1047, #1048, #1049) –table with 2 chairs in hallway(change rooms across from each other)
- Sales & Marketing Case Study-Boardroom 2
Food & Beverage Case Study-Mount Nittany
Night Audit Functions-Boardroom 1
- 12:00 p.m. Luncheon & Network with Colleges/Universities-Faculty Staff Club
- 1:00 p.m. Hospitality Project Presentations (Teams 3, 4, 5 & 6)-Mount Nittany
- 3:30 p.m. Hospitality Project Presentations (Teams 1, 2, 7 & 8)-Mount Nittany
- 5:45 p.m. 4 course meal served-Alumni Lounge-etiquette one page & printed menu
- 7:00-10 p.m. Movies/board games/popcorn, chips, soda, hot chocolate bar(Room TBD)

Friday, March 12, 2010

- 7:45 a.m. Breakfast-Penn State Room
- 8:30 a.m. Knowledge Bowl-Boardroom 1
Round 1 (Team 1 vs 2, Team 3 vs 4, Team 5 vs 6, Team 7 vs 8)
Round 2 (winners of each set compete)
Round 3 (Final Round)
- 12:30 p.m. Awards Luncheon-Boardroom 2



Field Trip Approval Form

Teacher/Advisor: Lesla Scalise Date of Request: 1-26-11

Lab/Class: Transition Center

Destination: Career Link (155 W 8th St, Erie 16501)

Date(s) of Trip: TBA (Between Feb 15-Feb 25) Time(s): AM / PM

What form of transportation will be used: BUS

List of chaperones (where applicable):
Lesla Scalise, Roseanne Gangemi, Jessica Litz

Educational Rationale:

Job services offered through Career Link are available for life. Students enrolled at the Transition Center will likely need assistance beyond graduation. Linking them with and making them comfortable with career link now will increase the likelihood of them utilizing this service in the future when pursuing work.
Number of students participating: AM - 18 PM - 18

Cost to students: 0

Cost to ECTS: bus: \$250.00 (Attach an itemized description if necessary.)

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasinski Date: 1/26/11

Applicant's Signature: Lesla D. Scalise Date: 1/26/11

Board Approval Date: _____

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Field Trip Approval Form

Teacher/Advisor: Dave Michalak Date of Request: 1/3/11

Lab/Class: AUT

Destination: Harrisburg, PA.

Date(s) of Trip: 1/26 1/27 1/28 Time(s): ALL DAY

What form of transportation will be used: School Car

List of chaperones (where applicable):
Dave Michalak

Educational Rationale:
PAA AUTO DEALER CONTEST

Number of students participating: 2

Cost to students: \$0

Cost to ECTS: hotel car mileage (Attach an itemized description if necessary.)

Where applicable please attach itinerary.

Principal's Signature: Joseph Taramita Date: 1/12/11

Applicant's Signature: _____ Date: _____

Board Approval Date: _____

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