



Field Trip Board Approval Form

Instructor: Sandra Carr Date of Request: 4-25-16

Program: SkillsUSA Session: AM ☐ PM ☐ Both ☐

Date(s) of Trip: June 20-25, 2016 Time(s): All Day

Number of students participating: 1 - Catherine Brennan - HEA

Destination: SkillsUSA National Competition

Address: Louisville, KY

Mode of transportation: School Car

List of chaperones (where applicable):
Sandra Carr

Educational Rationale:
Catherine will compete at the National SkillsUSA Competition for Health Occupations Professional Portfolio.

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

Cost to Program: Approx \$2500 for Registration, Hotel, Gas, Food, etc.

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasowitch Date: 4-25-16

Applicant's Signature: Sandra M. Carr Date: 4-25-16

Board Approval Date: _____

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

ISO Form #: 2700.03.01

Revision Date: March 3, 2011

This is a controlled document. Hard copies of this form must conform with Forms Index date.



Pennsylvania Association

National Leadership Conference

June 20 – June 25, 2016

Louisville, Kentucky

Including:

- Roundtrip Air Transportation from Philadelphia
- Flight Bag
- Five nights accommodations at the Brown Hotel
- Ice Cream Social following Awards Ceremony on Friday
- Services of Traveltyme
- Taxes and gratuities

(*) For reservations if you are driving, please register with Traveltyme as NO AIR.

Cost per person with NO AIR:

Quad	\$333
Triple	\$402
Double	\$510
Single	\$895

Add \$680 per person WITH AIR FOR Philadelphia Departure

Deadlines:

- **Deadline to submit reservations: April 25**
- **If flying from Philadelphia, \$600 Deposit per person due: April 29**
- **Full payment due on or before: May 20**

Register:

- **For reservations go to www.traveltymeinc.com; Click Conferences; SkillsUSA; PENNSYLVANIA Association**
- **See attached reservation check list and how-to guide**

Traveltyme, Inc. • 3021 Bethel Road • Suite 200 • Columbus • Ohio • 43220
Telephone: 614.442.1505 • Fax: 614.442.1537 • www.traveltymeinc.com

Any increases imposed by Airline prior to ticketing will be assessed to each passenger.



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skillsusapennsylvania@comcast.net

DATE: April 15, 2016
TO: SkillsUSA Pennsylvania Advisors
FROM: Jeri Widdowson, Executive Director, SkillsUSA Pennsylvania
SUBJECT: National Conference Registration

This year's National Leadership and Skill Conference (NLSC) will be Monday June 20, through Saturday, June 25 in Louisville, KY. We will again be utilizing the services of Traveltyme, Inc., as our official travel agent. This year's package will include Philadelphia transportation only, lodging, Friday evening social, taxes and gratuities. Other participants are responsible for their own transportation. There is a bus fee for parking at The Brown Hotel of \$35.00 per week.

Traveltyme Travel Package Enclosed.

Reservation Deadline is April 25

If flying from Philadelphia, deposit of \$600 per person due no later than April 29

Balance Due: May 20

Tickets will be mailed to Advisor two (2) weeks prior to departure.

Due to the limitation of PA's room blocks, if you need triple accommodations, reserve a king bed room with a cot instead of two doubles. Students will be more comfortable. ASAP check with other schools to fill your rooms with other students.

National Registration forms are due at www.skillsusa.org by May 9th, 2016.

Registration: The registration fee is \$140 per person (including guests, wives, husbands, parents, etc.). All persons attending the NLSC as official participants must register through SkillsUSA Pennsylvania. Bus, conference insurance (accidental death or medical treatment), conference socials, entertainment, general conference production, meeting room charges, NLSC equipment, and the awards ceremony are included in the registration fee.

Advisors are responsible for completing all forms on line – absolutely no student/parent/guest is allowed to complete the form on line. A form must be completed for ALL participants because it is a medical release and doctors, in many cases, will not provide treatment without a signed release. You should have an assigned password as the school advisor because you registered your membership at www.skillsusa.org.

- You can use your copy of the liability form from State Conference to update the NLSC form on line. Download from www.skillsusa.org. **BE SURE TO USE THE CORRECT DATE OF BIRTH.** For those under 18, send a copy of the form home for parent/guardian signature. The signed copy allows you to indicate in the box on the NLSC form that the attendee is under 18. This is a computer legality.
- Students must use their home address. Prizes will be shipped to that address.
- **DO NOT** send this copy to the SkillsUSA Pennsylvania Office.
- You must complete the NLSC form on line, my office will receive all your forms.