

# Memo

Office of the Assistant Principal

Date: March 13, 2017  
To: Dr. Kent Mutchler *OK KM*  
From: Scott McPeak  
Re: Out-of-state Field Trip Request

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The following information pertains to a request made by a GHS faculty member and club sponsor to attend an event outside the State of Illinois:

Event: DECA International Career Development Conference

Trip Destination(s)/Date(s): April 26 – 30, 2017 to Anaheim Convention Center, Anaheim, CA  
ICDC Info:  
(<http://www.deca.org/high-school-programs/high-school-educational-conferences/international-career-development-conference-hs/>)

Length/time of trip: Each trip will be a day trip from the hotel to the convention center (departing in the morning, returning in the evening)

Staff Member: Jamie Dunlap (sponsor)

Group: DECA Business & Marketing Club

# of Students: 8

# of Chaperones (if app.): 2

Transportation: Southwest Airlines; Rental Car

Total Cost of trip: Appx. \$800 (airfare, hotel, registration fee, misc.)

How the trip will be paid for: Student funded

Educational Benefit of trip: 14,000 high school students, advisors, businesspersons and alumni gather for several days; most participants at ICDC compete in one of DECA's competitive events. The top competitors in each event are recognized for their outstanding achievements. In addition to the competitive events, many students and advisors participate in a variety of leadership and career advancing academies.

Cc:

Bonnie Johnson, Tom Rogers, Jamie Dunlap