

STUDENT ACTIVITIES:
TRAVEL

EXTRA-CURRICULAR
STUDENT TRAVEL APPROVAL FORM

Student travel must be approved based on the direct benefits for the students. The trip must have approval of Superintendent or designee before any travel arrangements and reservations are made or students and parents become involved with any facet of the trip. Out-of-state travel must have Board approval.

Name of Group: SkillsUSA Washington Leadership training Institute(WLTI) Campus: ECISD Advanced Technical Center Grandview (698)

Date of trip: September 17-23, 2016 Grade levels involved: 11-12 Number of students: 1
Number of instructional days: 5 Location: Washington D.C
(Please attach an itinerary)

Funding source: District Budget Campus Budget Department Budget Activity fund Personal

Instructional days out of the classroom: The sponsors/coaches/directors have checked the accrued number of days for each participant? Yes No

Trip function: Cocurricular Extracurricular Competition (Non-athletic)

Trip profile: In-state Out-of-state Overseas Tour Field trip Invitational
 Annual Biennial Post-district Competition associated with a tour or attraction

Transportation mode: School bus School suburban Charter bus plane

How does the trip relate to and benefit the Campus Improvement Plan, District Improvement Plan and/or the TEKS?

Does the trip require fund-raisers? Yes No

Are deadlines established to guide the sponsors/directors if the trip has to be canceled due to lack of funding?
 Yes No

How many sponsors will accompany the students? 1
What is the ratio of sponsors to students? Sponsors 1/Students 1 (gender appropriate)

Student orientation - Date: June 09, 2016 Time: 10:00 A.M. Location: Hunt, Texas
Parent orientation - Date: September 01, 2016 Time: 6:00 P.M. Location: Odessa, Texas
Sponsor orientation - Date: June 09, 2016 Time: 10:00 A.M. Location: Hunt, Texas
Sponsor criminal background check - Date: August, 1998

Will any kind of insurance be required? Yes No
Will room and baggage searches be required? Yes No

Medical and travel releases will be required.

Coach/Sponsor: [Signature] August 01, 2016
(Signature) (Date)

Principal approval: [Signature] 8.3.16
(Signature) (Date)
Field Trips/Excursions
UIL Competition

Superintendent or designee Approval: [Signature] 8/3/16
(Signature) (Date)
(District Sanctioned Competition)
(K-8 Field Trips/Excursions)

Board approval: _____
(Signature) (Date)
(Out-of-state)

Make your Congressional Appointments here.

The Power of One – The Legacy of SkillsUSA

SkillsUSA offers advanced training for students and advisors that focuses on the skills needed to be champions at work, in the communities and in their personal lives. It's known as the Washington Leadership Training Institute (WLTl). Student attendees must apply to attend the conference, which will focus on developing advanced leadership, citizenship and employability skills.

To help students learn how an individual can effect change, sessions will cover the following areas:



The impact of the individual as a leader

- Developing influence: how to manage for success
- Communicating: how to deliver persuasive messages
- Leading others: how to delegate and motivate

The impact of the individual as a citizen

- Decision making: having an impact on a local event
- Serving the community: developing altruism and influence
- Legislating: how government leaders effect change

The impact of the individual as an employee

- Risk taking: a dialog about success and failure
- Facilitating growth: teaching and reinforcing employability in others
- Becoming a change agent: developing vision and exercising focus



Other WLTl activities will include:

- Congressional visits
- Guided tours
- Touring the Smithsonian Institution and Washington area monuments
- Laying of a wreath at the Tomb of the Unknowns, Arlington, Va.
- Pentagon Memorial Ceremony
- Opportunity to earn National Statesman award
- Tour of National Leadership Center

Advisor Sessions



Like students, advisors will have opportunities to learn how to be change agents for career and technical education. Sessions for advisors will inspire advisors to lead the change process in their schools and districts, develop strategies to gain support for education issues, motivate supporters and learn from those who take risks.

Who should attend WLT?

Members of SkillsUSA who are committed to the developing their leadership potential. Interested students need to apply to participate. Applicants must articulate their leadership commitment by submitting information on previous experiences and leadership training. Acceptance of students is based on a history of involvement demonstrating a commitment to leadership development. Applicants should describe their active roles in school, community, church and/or other organizations.

Registration must be completed by Aug. 28.

If you must cancel, the final deadline is Aug. 29. Anyone canceling after this date will lose 50 percent of the package fee.



Where are we staying?

Hotel is the Hilton Washington Dulles Airport (13869 Park Center Rd. Herndon, VA 20171; 703-478-2900)

The Texas state director will make all hotel and registration payments. Costs of the conference are found below. Please be sure to choose your hotel stay when registering online.



Registration fees include:

4 nights package: Souvenir T-shirt, awards, participant notebook, conference materials, bus transportation (two trips to Washington, one visit to National Leadership Center and Dulles airport shuttle), and eight meals at the hotel.

7 night package: all of the above + SkillsUSA Texas shirt, additional leadership training, entry fees to Gettysburg National Park, Mt Vernon with tour guides for each, entry fee for Museum, night monument tour and additional breakfast on Thursday and Friday, Lunch on Friday, Dinner on Friday, bus transportation to the above.

Cancellation Policy: Participants canceling after Aug. 29 will lose 50 percent of their total package fees.

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Toll Free - 800-444-2297
Fax - 903-887-7981*

WLTl Statesman Award: The coveted WLTl Statesman Award is presented each year to participants during WLTl who have demonstrated their leadership skills and have mastered certain requirements in leadership training.



You can download the requirements for the WLTl Statesman Award and begin preparing now.

What to Bring and Dress Code: Participants should bring SkillsUSA attire: Blazer, windbreaker or sweater, Black pants or skirts, Black



socks/hosiery, Black professional shoes, Black ties (males only), white shirt. On the casual side, comfortable shoes, jeans, shorts, T-shirts; fun clothes, camera, spending money and sweater or jacket (September in Washington can

be cool).

Dress for WLTl is as follows:

- Opening Session Dinner Saturday night – Official SkillsUSA attire
- Day of touring on Sunday – Casual (conference shirt)
- Day of training on Monday – business/casual (i.e. SkillsUSA logo polo and khakis)
- Congressional visits on Tuesday – Official SkillsUSA attire and comfortable black shoes
- Statesman Interviews and closing breakfast Wednesday – SkillsUSA attire, logo shirt or business attire: No jeans, flip flops or sweat suits
- Wednesday Afternoon, Bring your district shirts or local chapter shirt, shorts, capris, jeans (not torn) with good walking shoes will be appropriate. Bring hat, sunscreen and water bottle. This is a walking tour of Gettysburg the town.
- Thursday – SkillsUSA Texas Polo, (given to you at conference) with shorts, capris, jeans (not torn) with good walking shoes will be appropriate. Bring hat, sunscreen and water bottle. Mt. Vernon walking tour.



- Friday – WLTl Polo, with shorts, capris, jeans (not torn) with good walking shoes will be appropriate. Bring hat, sunscreen and water bottle you will be hiking during this event for short intervals. Hands on activities at the museum but walking in the afternoon. Guided tour of Gettysburg.

Resources – Download additional information from our state web page at www.skillsusatx.org, click on conferences.