

# Memo

Date: Feb. 14, 2025  
To: Dr. Andy Barrett *AB*  
From: Scott McPeak  
Re: Out-of-state Field Trip Request  
Cc: Bonnie Johnson, Tom Rogers, Jamie Dunlap

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Office of the Assistant Principal

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:

Destination/Event: DECA International Career Development Conference,  
**Conference Venue:** Orange County Convention Center  
9800 International Dr.  
Orlando, FL 32819  
(404) 223-4000  
**Hotel:** Hilton Orlando Lake Buena Vista  
1751 Hotel Plaza Blvd.  
Lake Buena Vista, FL 32830  
(407) 827-4000

Date of trip: Saturday, April 26 – Wednesday, April 30, 2025

Length/time of trip: Leave early am Saturday; Return midday Wednesday.

Staff Member: Jamie Dunlap and Jennifer Higgins

Group: DECA

# of Students: 6-12 (TBD)

# of Chaperones (if app.): 2

Transportation: Plane to FL , probably meeting at airport

Total Cost of trip: appx. \$1100.00 per student (TBD, but already have commitment from parents)

How the trip will be paid for: Individual students

Educational Benefit of trip: 20,000 high school students, advisors, businesspersons and alumni gather for several day; 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.

Additional Information Resources:

<https://www.deca.org/high-school-programs/high-school-educational-conferences/international-career-development-conference-hs/>