

66th ANNUAL PENNSYLVANIA DECA
STATE CAREER DEVELOPMENT
CONFERENCE

*“Lights,
Camera,
PA DECA”*

HERSHEY LODGE

February 22-24, 2017

TABLE OF CONTENTS

Topic	Page
Conference Checklist	3
State Conference Information	4 – 5
Conference Registration Form	See Separate Attachment
Correction Form	6
Special Consideration Form	7
Patron List	8
Housing Summary Sheet / Rooming List	See Separate Attachment
State Officer Elections	9
Suggested News Release	10
Chapter Allotment	11
Pennsylvania Rules & Regulations	12 – 13
Code of Ethics for Adults	13
Pennsylvania Dress Code	14
Schedule of Events (Tentative)	15 – 19

PENNSYLVANIA DECA STATE CAREER DEVELOPMENT CONFERENCE CHECKLIST

DEADLINE IS January 20

1. Did you email Howard at hleight@verizon.net
 - PA DECA **CONFERENCE REGISTRATION FORM (separate excel attachment)**
 - Correction forms by January 27, Page 6
2. Did you mail Jerry DiGiovanni (920 Woodland Ave., Norristown, PA 19403)
 - Written manual entries. All written entries must be **postmarked** by January 20. **Original in DECA folio plus two color copies.**
 - Officer Candidate Credentials (information is online)
 - PA DECA Scholarship Applications (PA DECA, State Business Partnership, and Food Merchants) – (Online and in the Supplemental Guide)
 - Patron List, Page 8
 - Special Consideration Form, Page 7
3. Did you email me a Microsoft Word copy of the Written Event Entries to jerry@padeca.org;
2. Did you mail James White (PO Box 15294, Pittsburgh, PA 15237):
 - Copy of PA DECA **CONFERENCE REGISTRATION FORM (separate excel attachment)** and check made out to "PA DECA" for registration fee.
3. Did you email Hershey:
 - Housing Summary Sheet and Rooming List: (separate excel attachment)

**PENNSYLVANIA DECA
STATE CONFERENCE INFORMATION**

ATTENDANCE INCLUDES THE FOLLOWING:

DISTRICT ATTENDANCE:

Refer to the *District Attendance Report on Page 11* to determine the total number of competitors from your district that are eligible for Principals of Bus. Admin Events, Individual Series Events, and Management Team Events.

CHAPTER ATTENDANCE:

Refer to the *Chapter Allotment Chart, page 11*, and the *Competitive Events General Information Chart* found in the Supplemental Guide for this information.

- ❑ A maximum of one voting delegate per chapter. One delegate guarantees you representation at the meet the candidates and election sessions. You may seat as many students as you have votes if they are not involved in competition at the time of the sessions, but you may register only one student with the sole activity being a voting delegate.
- ❑ State and national officer candidates, present state officer and state district representatives, and new elected state district representatives must be registered for a competitive event or serve as a voting delegate.
- ❑ One Plan of Action representative if your chapter has completed all projects by the deadline date. He/She must be registered for a competitive event or serve as a voting delegate.

DISQUALIFICATIONS:

Competitive event disqualification will only occur for those who arrive late or do not arrive at all. (Please note: Late arriving students will be permitted to complete their competition, but will only be give the remaining preparation time from the time of their arrival.)

Disqualification may occur for failure to abide by the PA DECA Rules and Regulations.

DOOR SIGNS:

For security reasons, please refrain from posting door signs.

CHAPERONES:

At least one chaperone or advisor must be in charge of the students at ALL times.

The chaperone ratio of one adult to every fifteen students will be enforced. Guidance counselors, school nurses, parents, administrators or school security may serve as chaperones. All chaperones must be registered and pay the conference registration fee.

Chaperone Chart:

1-15 students: 1 chaperone

16-30 students: 2 chaperones

31-45 students: 3 chaperones, and so forth.

Your initial registration must indicate the correct number of chaperones even if you do not have their names by the deadline date. You can inform us of chaperone name once identified.

JUDGES:

Invitations to judges have been sent. However, we can always use additional names. Email names to jerry@padeca.org.

STATE OFFICER CANDIDATES:

Officer candidates should be reminded to take their credentials to the District Conference and submit them to their District Board representative who must forward all credentials to Jerry DiGiovanni by January 20. **Please keep copies of all your paperwork. Information and application can be found on our web at: <http://www.padeca.org/running-for-state-office/>.**

DO NOT include current state officers on your housing reservation form. Pennsylvania DECA will pay for their conference package and make their reservations. The officers will room together for the entire conference.

HERSHEY Costs/Payments:

See Housing Summary Sheet for this year's Lodging and meal prices. You must give a purchase order # or give a credit card number to hold rooms (credit card will not be charged). Total amount is due upon check-in. Deadline for changes is 72 hours prior to check-in. All conference attendees must be housed at the Hershey Lodge and Convention Center.

Conference Registration Fee:

The conference registration fee is \$70.00 per person. Refunds will be made only to those students that are determined by PA DECA as ineligible to attend the conference. **No others refunds due to cancellations will be allowed following January 27.** Chapters shall be financially liable for registration fees equal to the number of participants and chaperones registered by the deadline date.

ARRIVAL:

ONLY advisors are permitted in the registration areas. All students are to remain on the bus/van or in the car until registration procedures have been completed. Luggage may be stored in the Red Room until rooms are ready. Note check-in is not officially until 4 p.m.

Hotel registration is to be completed by each individual advisor in the hotel lobby.

PENNSYLVANIA DECA
Correction Form
Career Development Conference

Return to: hleight@verizon.net

School Name _____ Date _____

Advisor _____ Signature _____

Student Name	Registration Abbreviation(s)	
	Cancel	Add/Correct
1.		
2.		
3.		
4.		
5.		

- Drops only after January 27.
- Last minute drops may be brought to the state conference. Fill this form out prior to your arrival and bring it to the registration area.

PENNSYLVANIA DECA
SPECIAL CONSIDERATION FORM
STATE CAREER DEVELOPMENT CONFERENCE

REASONABLE ACCOMMODATION STATEMENT:

DECA members with disabilities will be reasonably accommodated in state competitive events through event modification as a means of providing them an equal competitive opportunity. Such members may be allowed to provide and utilize special equipment that DECA may not be able to provide. Requests for reasonable accommodations, along with suggestions for meeting these needs, must be sent with the conference registration forms and submitted by the conference deadline date.

If the disability situation requires special hotel accommodations or dietary requirements, the local advisor must submit a special request to the hotel indicating the needs of the student. Be sure to include a copy of this form.

SPECIAL CONSIDERATION REQUEST:

Please complete the following information relating to the student who needs special consideration.

Participant's Last Name:	First Name:
--------------------------	-------------

Home Telephone Number (include area code):	Date of Birth:	Grade:
--	----------------	--------

School Name:	Address:	State	ZIP
Telephone number (include area code):			

Advisor's Name:

Name of Competitive Event:

Please list what accommodations the student will need for competition:
--

Please list any special hotel accommodations needed by the student:

Please list any services you or your school are willing to provide to meet these needs:

SEND TO: jerry@padeca.org

PENNSYLVANIA DECA PATRON LIST STATE CAREER DEVELOPMENT CONFERENCE
--

All names will be printed in the State Career Development Conference program.

- Procedures: √ Solicit patrons from friends, parents, relatives, businesses, etc.
- √ Program space will be limited to name of sponsor only.
 - √ Type all patron names to avoid any misspellings.
 - √ Minimum donation of \$5.00 per patron.
 - √ Make checks payable to "PA DECA."

Name	Donation Amount	Date Paid
1.	\$	
2.	\$	
3.	\$	
4.	\$	
5.	\$	
6.	\$	
7.	\$	
8.	\$	
9.	\$	
10.	\$	
PAGE TOTAL	\$	

Submitted by: _____ DECA Chapter: _____

Mail this form with payment to:

Jerry DiGiovanni
 PA DECA
 920 Woodland Avenue
 Norristown, PA 19403

DEADLINE DATE: January 20

PENNSYLVANIA DECA
STATE OFFICER ELECTIONS
STATE CAREER DEVELOPMENT CONFERENCE

YOUR VOTE COUNTS!
MAKE SURE YOUR CHAPTER CASTS A BALLOT.

Register one voting delegate from your chapter. The Board of Trustees recommends that each chapter choose an individual who is not competing in any other competitive event.

One voting delegate casts all the votes for your chapter.

Your voting delegate is required to attend the following sessions.

- Meet the Candidates Session and visit the Campaign
- Marketing Cluster Exam Testing (unless competing in another event)
- Elections Session

Failure to attend all three assignments will result in the chapter's loss of voting privileges for the current and following year.

Pennsylvania DECA Suggested News Release

Name: **For Immediate Release**
Name of School:
School Address:
School Phone:
E-Mail Address:

(number) members of DECA (An Association of Marketing Students) at (school name) participated in the 66th Annual State Career Development Conference at the Hershey Lodge, February 22-24, 2017.

(name of student), a (senior, junior, etc.) at (school name), won a (place) trophy in the (event) and will represent Pennsylvania DECA at the International DECA Career Development Conference in Anaheim, California, April 26- 29, 2017. The (son/daughter) of (parent/guardian), (student's first name) is (name of office or other activity) in the (school name) DECA chapter. (He/She) is employed by (place of work) as part of his/her Marketing Education studies.

(student name), a (junior, sophomore, etc.) at (school name), was elected (office) of Pennsylvania DECA and will serve on the State Officer Team for the 2017-2018 school year. The (son/daughter) of (parent/guardian), (student's first name), is (name of office or activity) in the (school name) DECA chapter. (He/She) is employed by (place of work) as part of (his/her) Marketing Education studies.

Other State Conference winners were:
(List names and awards.)

(student name), a senior at (school name), was awarded a (scholarship name) to pursue (his/her) education in the field of marketing. (He/She plans to attend (college or school name) to pursue (major). (He/She) has been active in the (school name) DECA chapter, serving as (list of offices or other activities).

Other State Conference participants were:

(name), voting delegate; (name), event, etc.

DECA is the only Career and Technical Student Organization operating through the nation's schools to attract young people to careers in marketing management, and entrepreneurship. Its purposes are to develop respect for education which will contribute to occupational competence and to promote understanding and appreciation for the responsibilities of citizenship in our free enterprise system.

More than 1900 students participate in the three-day State Conference.

There are 85 DECA chapters in Pennsylvania with a membership of more than 4500 students, alumni, teachers, and business professionals.

**PENNSYLVANIA DECA
CHAPTER ALLOTMENT
STATE COMPETITIVE EVENT ENTRIES**

The chart below was developed to help you in determining the number of competitors allowed for your chapter. Utilize the chart for all events on the Competitive Events General Information pages that refer to the Chapter Allotment chart. All allotments are based on student membership received by November 15.

NUMBER OF CHAPTER MEMBERS	COMPETITORS ALLOWED
1-26	1
27-52	2
53-122	3
123-157	4
158-192	5
193-227	6
228-262	7

DISTRICT ATTENDANCE

THE NUMBER OF DISTRICT WINNERS ELIGIBLE TO COMPETE AT THE STATE CONFERENCE IS:

	TEAM EVENTS (1 per 150, minimum 2)	INDIVIDUAL EVENTS (1 per 100)
DISTRICT 1	2	3
DISTRICT 2	2	3
DISTRICT 3	2	3
DISTRICT 4/5	2	3
DISTRICT 6	2	3
DISTRICT 7	4	6
DISTRICT 8	4	6
DISTRICT 9	5	8
DISTRICT 10	3	5
DISTRICT 11	4	6

PENNSYLVANIA DECA RULES AND REGULATIONS

Chapter Advisor Responsibility: Advisors are responsible for reviewing the following rules and regulations with students and discussing the consequences of infractions.

NOTE: The term “delegate” shall mean all DECA members who are attending high school and those persons under the age of 21.

1. Discipline reports must be filed for every infraction of the rules and regulations. Any **major** infraction of rules and regulations must be reported **immediately** to a member of the discipline committee and a discipline report initiated by the person reporting the incident.
2. Delegates shall respect and abide by the authority vested in the Board of Trustees, State Advisor, hotel security personnel and any advisor responsible for conduct and rules at the conference.
3. Conference identification badges must be worn at all times.
4. There will be **NO** smoking or use of any tobacco product at any time during the conference.
5. **NO** alcoholic beverages, narcotics, weapons or drug paraphernalia in any form shall be in the possession of delegates at any time, under any circumstances. Violations will be referred to the local and state law enforcement officers.
6. Personal stereo and CD players may **ONLY** be used in accordance with a personal headset or ipod.
7. All delegates attending the conference must be registered and stay as overnight guests at the conference hotel and not with friends or relatives.
8. No student delegate may leave the hotel property without the specific consent of his/her advisor.
9. Students shall keep their advisors informed of their activities and whereabouts.
10. Under **NO** circumstances shall a delegate be in another delegate’s room with someone of the opposite sex **regardless** of time of day or night.
11. Everyone will be in his/her room at curfew time. Chapter meetings are **NOT** to be conducted after curfew. **NO** food deliveries (pizza, etc.) will be permitted after curfew. All delegates will be quiet during curfew hours.
12. **NO** room changes are to be made by students or advisors. Delegates will be assigned a room by the hotel and must stay in that assigned room.
13. Delegates shall attend all conference activities including meals, general sessions, and assigned events.
14. Each advisor is responsible for checking out at the hotel desk, paying any outstanding bills and returning all keys.
15. All outside phone calls **must** be made from cell phones. Room phones are not to be used for outside calls.
16. Any damages to any property or furnishings in the hotel rooms or building must be paid by the individual room occupant(s) or chapter as warranted.
17. Linens, towels or any other hotel property may not be removed from the rooms or housekeeping carts.

18. From the time delegates arrive at the conference, delegates shall adhere to the dress code requirements, and it is the chapter advisor's responsibility to see that his/her delegation complies with the rules established for proper dress.
- 19. Hand-held, simple, 4 function (add, subtract, multiply and divide), battery operated calculators are allowed in competition. Outside notes or study aids are not allowed in competition.**
20. Students are required to bring a sharpened #2 pencil to events.
21. Notification of disqualification will be sent to tabulation by the series director in charge. This disqualification may be due to tardiness, cheating or failure to compete in their event.
22. Delegates should be prompt and prepared for all activities.
23. Delegates should be financially prepared for all possibilities.
24. Delegates violating or ignoring any of the conduct rules may be sent home at their own expense.
25. Under no circumstances may student delegates drive to an official state or national DECA function.

PENNSYLVANIA DECA CODE OF ETHICS FOR ADULTS

DECA conferences provide an opportunity for DECA members to engage in leadership development activities. You, as an adult advisor, must help in maintaining appropriate conduct and appearance.

Since setting a good example is one method of teaching, and students participating in this conference are impressionable, a Code of Ethics (or guidelines) is set for adult advisors.

It becomes the responsibility of each and every conference participant to see that proper conduct is adhered to at all times. Violations of these practices and procedures, as established, will be referred to the Pennsylvania DECA Board of Trustees.

Advisors must attend a brief Orientation on the first day of the Conference.

Advisors shall meet with participants daily for progress reports, times schedules, and other activities.

Advisors shall keep an agenda for each student in order that he/she may be reached at any time during the conference.

Each chapter shall have one advisor on call at all times.

Each advisor shall be responsible for seeing that participants adhere to all conduct practices and procedures.

The rules as stated in the "Pennsylvania DECA Rules and Regulations" and the "Dress Code" are called to your attention to review. They should govern the behavior of advisors as well as students.

It is each advisor's responsibility to assist with the administration of competitive events throughout the conference.

All advisors will be expected to help with evening hall patrol (two hour shifts).

It is the advisor's responsibility to check all students in their rooms at curfew each night. No chapter meetings are permitted after curfew. Also, no food (pizza, etc.) will be permitted to be delivered to the hotel after curfew.

PENNSYLVANIA DECA DRESS CODE

Chapter Advisor Responsibility: Advisors are responsible for reviewing the following dress code with students and discussing the consequences of infractions.

- FEMALES:**
1. a. Business suit with blouse, shell or turtleneck **OR**
b. Blazer with skirt or dress slacks and with blouse, shell or turtleneck **OR**
c. Business dress with blazer
 2. Dress shoes and stockings

- MALES:**
1. a. Business suit with collared dress shirt and necktie **OR**
b. Sport coat/dress slacks, collared shirt and necktie
 2. Dress Shoes and socks

NOTE: No shorts, jeans, cut-offs, sweatshirts, sneakers, mini-skirts, mini-dresses or T-shirts will be permitted during the workshops, general sessions, meetings, competitive events and meal functions.

- **Written testing and orientation:**
Students are required to wear the current Pennsylvania DECA conference shirt with a business skirt or slacks. No denim or jeans. No sneakers.
- Business attire is required for the award sessions. Students dressed improperly or carrying any items will not be permitted on stage.
- Business attire is required for all meal functions, except for dinner the first night (in which the DECA Golf Shirt and khakis/slacks are required). Those not properly attired will be turned away at the door.
- A DECA blazer is appropriate for all occasions.

**NOTE: Students should be aware that points may be deducted because the judge considers their dress to be inappropriate or non-businesslike in appearance.
(Examples of this may include visible tattoos, excess or facial piercing, hairstyles or colors, etc.)**

**PA DECA
2017 STATE CDC CONFERENCE
SCHEDULE OF EVENTS (TENTATIVE)**

DRESS CODE KEY:

A = Golf Shirt, Khakis/Slacks, Shoes

B = Business Attire

C = Golf Shirts plus casual pants

D = DECA T-Shirts with jeans (no shorts)

WEDNESDAY, FEBRUARY 22, 2017

10:00-12 Noon.	STATE OFFICER/ADVISOR BRUNCH	Forebay Lounge
12:00-4:00 P.M.	REGISTRATION (Advisors Only)	Cocoa Suite 4 & 5
	CAMPAIGN BOOTH SET-UP	Convention Lobby
1:00, 3:00, or 4:30 P.M	ADVISOR ORIENTATION (All Advisors must attend one session)	Cocoa 1
3:30 - 5:30 P.M. Dress Code A	BUFFET DINNER	Blue Room
6:00 - 7:15 P.M. Dress Code A	OPENING CEREMONIES	Great American Hall
7:30 P.M.	ADVISORS Meeting- Individual Series	Chocolate Ballroom
7:30 P.M.	ADVISORS Meeting – Written Events	Confection Hall
8:15 - 9:15 P.M. Dress Code A	WRITTEN TEST FOR: INDIVIDUAL SERIES EVENTS PRINCIPLES OF BUSINESS ADMINISTRATION EVENTS TEAM DECISION MAKING EVENTS MODELING CONTESTANTS SCHOOL STORE EVENT VOTING DELEGATES	Chocolate Ballroom Principles of Business Management & Administration Principles of Finance Principles of Hospitality & Tourism Principles of Marketing Accounting Applications Apparel & Accessories Automotive Services Business Finance Business Services Marketing Food Marketing Hotel & Lodging Management Human Resource Management Marketing Communications Quick Serve Restaurant Management Restaurant & Food Service Restaurant Management Retail Merchandising Sports & Entertainment Management Materials Handling/Logistics Personal Financial Literacy

Business Law & Ethics Team Decision Making Event
 Buying & Merchandising Team Decision Making Event
 Financial Services Team Decision Making Event
 Hospitality Services Team Decision Making Event
 Marketing Management Team Decision Making Event
 Sports & Entertainment Marketing Team Decision
 Travel & Tourism Marketing Team Decision Making

8:15 - 9:15 P.M.
Dress Code A

ORIENTATION FOR:
BUSINESS OPERATIONS RESEARCH EVENTS
CHAPTER TEAM EVENTS
BUSINESS MANAGEMENT AND ENTREPRENEURSHIP EVENTS
MARKETING REPRESENTATIVE EVENTS Confection Hall

- Business Services Operation Research
- Buying & Merchandising Operations Research
- Finance Operations Research
- Hospitality & Tourism Operations Research
- Sports & Entertainment Operations Research
- Community Service Project
- Creative Marketing Project
- Entrepreneurship Promotion
- Financial Literacy Promotion
- Sports & Entertainment Promotion
- Learn & Earn Project
- Public Relations Project
- Innovation Plan
- Start-Up Business Plan
- Independent Business Plan
- Business Growth Plan
- Franchise Business Plan
- Advertising Campaign Event
- Fashion Merchandising Promotion Plan
- Financial Consulting Event
- Professional Selling Event
- Hospitality and Tourism Professional Selling Event
- Materials Handling Written Event
- Transportation Written Event
- Student of the Year
- Chapter Activity Scrapbook

8:15 - 9:15 P.M.
Dress Code A

ORIENTATION FOR:

- Job Interview Cocoa 6
- DECA Quiz Bowl Cocoa 2 & 3
- Public Speaking Tower 2

10:00 – 11:00 P.M.

MEET THE CANDIDATES CAMPAIGN SESSION Empire

9:30 P.M.
Dress Code B

PA DECA SCHOLARSHIP INTERVIEWS Tower 4

9:45 – 11:30 P.M.
Dress Code C

DANCE Great American Hall

9:45 - 11:30 P.M.
Dress Code C

SOCIAL HALL Blue Room

11:30 P.M. CURFEW
(ALL students MUST be in their assigned rooms.)

THURSDAY, FEBRUARY 23, 2017

7:00 A.M. – 9:00 A.M. Dress Code B	BUFFET BREAKFAST	Blue Room
7:45 A.M.	Advisors for Ind. Series Events	Trinidad
7:45 A.M.	Advisors for Individual Series Role Playing	Aztec
8:00 A.M.	JUDGES REGISTRATION/ORIENTATION	Trinidad

8:10 A.M. Dress Code B	INDIVIDUAL SERIES EVENTS ROLE PLAYING PRINCIPLES OF BUSINESS ADMINISTRATION EVENTS TEAM DECISION MAKING EVENTS INTERVIEW Principles of Business Management & Administration Principles of Finance Principles of Hospitality & Tourism Principles of Marketing Accounting Applications Apparel & Accessories Automotive Services Business Finance Business Services Marketing Food Marketing Hotel & Lodging Management Human Resource Management Marketing Communications Quick Serve Restaurant Management Restaurant & Food Service Restaurant Management Retail Merchandising Sports & Entertainment Management Materials Handling/Logistics Personal Financial Literacy Business Law & Ethics Team Decision Making Event Buying & Merchandising Team Decision Making Event Financial Services Team Decision Making Event Hospitality Services Team Decision Making Event Marketing Management Team Decision Making Event Sports & Entertainment Marketing Team Decision Travel & Tourism Marketing Team Decision Making	Chocolate Ballroom
	Job Interview DECA Quiz Bowl (holding room: Cocoa 1) Public Speaking School- Based Enterprise Event Chapter Banner Contest	Tower 1 Cocoa 2 & 3 Tower 2 Cocoa 6 Blue Room

8:30 A.M.

Dress Code B

**INTERVIEWS FOR:
BUSINESS OPERATIONS RESEARCH EVENTS
CHAPTER TEAM EVENTS
BUSINESS MANAGEMENT & ENTREPRENEURSHIP EVENTS
MARKETING REPRESENTATIVE EVENTS**

Confection Hall

Business Services Operation Research	Empire A
Buying & Merchandising Operations Research	Empire A
Finance Operations Research	Empire A
Hospitality & Tourism Operations Research	Empire B
Sports & Entertainment Operations Research	Empire B
Community Service Project	Empire C
Creative Marketing Project	Empire C
Entrepreneurship Promotion	Empire D
Financial Literacy Promotion	Empire D
Learn & Earn Project	Wild Rose A
Public Relations Project	Wild Rose A
Independent Business Plan	Wild Rose A
Start-Up Business Plan	Wild Rose B
Innovation Plan	Wild Rose B
Business Growth Plan	Wild Rose B
International Business Plan	Wild Rose B
Hospitality and Tourism Professional Selling	Magnolia A
Advertising Campaign Event	Magnolia A
Fashion Merchandising Promotion Plan	Magnolia B
Sports & Entertainment Promotion Plan	Magnolia B
Professional Selling Event	Magnolia C
Franchise Business Plan	Magnolia C
Transportation Written Event	Magnolia D
Material Handling Written Event	Magnolia D
Chapter Activity Scrapbook	Magnolia D
Financial Consulting Event	TBD

9:00 A.M. – 4:00 P.M.

WORKSHOPS (TBA)

ALL students must attend one of the following 45-minute workshops.
Attendance will be taken.

9:00 – 2:00 P.M.

New Advisor Orientation

Cocoa Board Room

11:30 A. M. --1:30 P.M.

Lunch - Students

Blue Room

Dress Code B

11:45 -1:00 P. M.

Lunch – Advisors & Judges

Trinidad

Noon-5:00 P.M.

Chocolate World and Outlet Shuttle Bus

Convention Entrance

12:00 P.M.

**MODELING CONTEST REHEARSAL
MALE DRESSING ROOM
FEMALE DRESSING ROOM**

Great American Hall
Convention Business Center
Cocoa 1

2:00 P.M.	ELECTION OF OFFICERS (All schools must send one voting delegate.)	Red Room
4:00 P.M.	PA FOOD MERCHANTS SCHOLARSHIP INTERVIEWS	Tower 3
4:00 P.M.	STUDENT OF THE YEAR INTERVIEWS	Tower 1
4:00 P.M.	STATE BUSINESS PARTNERSHIP INTERVIEWS	Tower 2
4:00 – 5:00 P.M.	MODELING CONTEST	Great American Hall
5:00-7:00 P.M. Dress Code B	DINNER	Blue Room
7:00 – 9:00 P.M.	MINI AWARDS SESSION	Great American Hall
9:30 - 11:30 P.M. Dress Code D	DANCE	Great American Hal
9:30 - 11:30 P.M. Dress Code D	SOCIAL HALL	Blue Room
11:30 P.M.	CURFEW	

FRIDAY, FEBRUARY 24, 2017

7:30-9:15 A.M. Dress Code B	BREAKFAST	Blue Room
7:30-8:30 A.M.	ADVISORS BREAKFAST	Cocoa Suites 2 & 3
8:00 A.M.-9:15 A.M.	CHECK OUT OF ROOMS	
9:45 A.M.-NOON Dress Code B	CLOSING CEREMONIES	Great American Hall
NOON	PICK UP RATING SHEETS	Cocoa 5