



OREGON
LEADERSHIP INSTITUTE
REGISTRATION
PACKET



Oregon Leadership Institute 2011

November 6-7, 2011
Sunriver Resort - Sunriver, OR



Oregon FBLA and Oregon DECA, along with TRI Leadership Resources, are proud to present a unique leadership experience designed especially for our members and chapter advisors. The Oregon Leadership Institute (OLI) promises to provide our members with leadership skills that are transferable to every aspect of their lives. It is the “must attend” state experience of the fall! Come to discover the benefits of your membership; meet your state officers; and prepare for the best year ever!

Highlights:

- **More** than 20 leadership achievement workshops that focus on leadership development, communication, marketing, time management, community service and competitive event preparation.
- **Banquet** – Enjoy a formal banquet while learning the “how to” of etiquette dining
- **FUN!** Enjoy the Leadership Adventure Session, dance and meet students from all over Oregon!
- **Network** with other enthusiastic FBLA and DECA members and your state officer teams.
- **Be recognized** at your respective state conferences for your participation.
- **Receive** a Certificate of Completion once you have attended OLI. To use for college applications and scholarships.

Presented by:

Oregon DECA and FBLA State Officer Teams, TRI Leadership Resources,
and Oregon DECA and Oregon FBLA state associations.

OLI Fact Sheet

- When:** November 6-7, 2011
(Sunday, Noon – 11:00 p.m. and Monday 8:30 a.m. – 12:30 p.m.)
- Where:** Sunriver Resort Phone: (800) 801-8765
17600 Center Drive Fax: (541) 593-5458
Sunriver, OR 97707 www.sunriver-resort.com
- \$93.00 + 17.5% (taxes/assessments/resort fees) – Single to Quad Occupancy
- Registration:** \$50 for students, advisors, and chaperones, this includes leadership training and etiquette dinner. Make checks payable to “Oregon DECA.”
- Registration Deadline:** *Hotel Reservations: Monday, October 17, 2011*
Hotel rooms will be released after this date.
- OLI Registration: Friday, October 21, 2011*
We need to know that you are coming by this deadline in order to not incur a late fee. All chapters must have a zero balance with their respective organizations or proof of purchase order by the onsite registration in order to attend.
- Late Registration:** Registration received after October 21 will be subject to a late fee of \$10.00 per person.
- Substitutions:** Substitutions are accepted, but no refunds will be made. Submit all information for new attendees via email to registration@oregondeca.org. All name changes made onsite will be accepted with a \$10.00 payment per change.
- Submitting Registration:** Submit the following registration materials no later than October 21, 2011:
1. Advisor Statement of Assurance (*email to registration@oregondeca.org*)
 2. OLI Registration Spreadsheet 2011 (*email to registration@oregondeca.org*)
 3. Check made payable to "Oregon DECA" and mailed to:
Oregon DECA
PO Box 912 | Jacksonville, OR 97530
- Hotel Reservations:** Each chapter is responsible for making their own hotel reservations. You need to call the hotel directly (800) 801-8765 and ask for the “Oregon Leadership Institute block.” Hotel rooms will be released after the **October 17** reservation deadline. ***Please note that the hotel deadline comes prior to the conference registration deadline. Be sure to make hotel arrangements by October 17.***

OLI Tentative Program

OREGON LEADERSHIP INSTITUTE PROGRAM								
Time	Sunday, November 6, 2011							
12:00 – 1:00 p.m.	Registration/Check in – Location TBA							
1:00 – 1:50 p.m.	Opening Welcome Session – Location TBA							
	Room 1	Room 2	Room 3	Room 4	Room 5	Room 6	Room 7	Room 8
Session 1 2:00 – 2:45 p.m.	TBA <i>Kelly Barnes TeamTRI</i>	TBA <i>Curtis Haley TeamTRI</i>	DECA 101 <i>Emma/Fallon</i>	FBLA Chapter Workshop <i>Oregon FBLA Chapter Members</i>	FBLA State Officer Workshop 1 <i>Oregon FBLA State Officers</i>	FBLA State Officer Workshop 2 <i>Oregon FBLA State Officers</i>	DECA Advisors	FBLA Advisors
Session 2 3:00 – 3:45 p.m.	TBA <i>Kelly Barnes TeamTRI</i>	TBA <i>Curtis Haley TeamTRI</i>	DECA Building a Strong Chapter <i>Aliyyah/T.J.</i>	FBLA Chapter Workshop <i>Oregon FBLA Chapter Members</i>	FBLA State Officer Workshop 2 <i>Oregon FBLA State Officers</i>	FBLA State Officer Workshop 3 <i>Oregon FBLA State Officers</i>	DECA Advisors	FBLA Advisors
Session 3 4:00 – 4:45 p.m.	TBA <i>Kelly Barnes TeamTRI</i>	TBA <i>Curtis Haley TeamTRI</i>	DECA Competition (Role-Plays) <i>Saurabh/Simone</i>	FBLA Chapter Workshop <i>Oregon FBLA Chapter Members</i>	FBLA State Officer Workshop 3 <i>Oregon FBLA State Officers</i>	FBLA State Officer Workshop 1 <i>Oregon FBLA State Officers</i>	DECA Advisors	FBLA Advisors
5:00 – 6:30 p.m.	Individual Chapter Planning Time							
Session 4 6:30 – 8:30 p.m.	<i>You are cordially invited to attend the Oregon Leadership Conference Etiquette Dinner. Attire for this dinner may be Formal or Professional attire.</i>							
	Location TBA							
	OLI Dance – Location TBA							
8:30 – 11:00 p.m.	<i>The FBLA Presidents Council Meeting will be held at 8:30 p.m. in _____. All FBLA Chapter Presidents should attend. The DECA Chapter Presidents Meeting will be held at 8:30 p.m. in _____. All DECA Chapter Presidents should attend.</i>							
	Monday, November 7, 2011							
9:00 – 9:30 a.m.	Energizer Session – Location TBA							
9:30 – 11:00 a.m.	Leadership Adventure!! Be prepared to get involved as never before!!!! - Breakouts							
11:15 – 12:30 p.m.	CLOSING SESSION with Keynote Speaker (Kelly Barnes)							
	Location TBA							

OLI Training Team

Oregon DECA State Officer Team



Pictured from Left to Right

Aliyyah Howes (Secretary/Treasurer), **Emma Toohey** (District II VP), **T.J. Foltz** (Publicity Director), **Saurabh Mahajan** (President), **Simone Smith** (District I VP), **Fallon Wallace** (District III VP)

Oregon FBLA State Officer Team



Pictured from Left to Right

Giselle Naranjo-Cruz (Northwest Territory Vice President), **Christy Flores** (Rogue Umpqua Vice President), **Cole Mulkey** (State President), **Taylor Sarman** (Executive Vice President), **Rachael Jones** (Blue Mountain Vice President), **Kiran Bernard** (Mt. Hood Vice President), **Lexi Waters** (Willamette Valley Vice President)

OLI Training Team (continued)

Kelly Barnes

Our speaker's experience and message about potential, leadership, and success are so sweet he has earned the nickname "SUGAR" from audiences and fans from across the nation.

People from all walks of life love hearing Kelly Barnes speak because he's the real deal. From the President of the United States to the high school class president, everyone who has had the chance to work with "SUGAR" knows he shares the right ingredients for achieving success and fulfillment.



Kelly knows both the sweet and sour of life. Through determination and grit combined with the opportunities that come from being an active member of a career technical student organization, he has risen above when he otherwise might have been left behind to become another negative youth statistic.

That's why he's dedicated his life to service and to helping youth and people from all corners of society discover their true potential and the happiness within. He uses his storytelling to make you laugh while you learn. He uses his experience to entertain while he educates and encourages.

In addition to being an amazing speaker, leadership coach, and author, Kelly is also a dynamic leader. While earning honors distinction in Oklahoma State University's agricultural leadership program he led more than 26,000 students and managed a \$2 million budget dedicated to youth services and programs.

He is the recipient of the National FFA's highest honor the "American FFA Degree" and received "Man of the Year" honors from the Alpha Gamma Rho organization. And, he achieved all of this while perfecting his skills as a rapper and expert on Playstation's "Dance Dance Revolution" and "Guitar Hero!"

OLI Training Team (continued)

Curtis Haley

He has been a president, he has worked for THE President, and now Curtis Haley speaks to audiences around the country about the leadership lessons he has gained from those experiences and more in his workshops and presentations.

Curtis was one of just 50 students from the State of Oregon to be awarded a full-ride scholarship to his school, has been elected as the national president of a career and technical student organization, was hired as one of the youngest political organizers in the country by a 2008 presidential campaign, and speaks and presents to audiences as large as 15,000 people.

Curtis' presentations harness the power of two important qualities: ENERGY and EMPATHY. An entertaining, passionate speaker, Curtis focuses his message around themes of honesty, sincerity, and creating more meaningful relationships with the surrounding world. Specializing in topics ranging from economics to Facebook, Curtis' presentations will make you laugh, make you think and make you think differently about the world around you.



Conference Policies

The Participant Code of Conduct will be strictly enforced.

Only participants registered for the conference may enter the conference facilities. Students may not leave the conference facilities without the permission of their advisor.

Students may not attend the event unless there is a school approved chaperone in attendance with them. The adult advisor/chaperone must pick up registration onsite and ensure that their students are supervised and participating fully in the educational leadership activities.

Each conference participant/guest, by choosing to attend this conference, grants permission to Oregon FBLA and Oregon DECA and its affiliates and their respective licensing agents to utilize the participant/guest's image, likeness, actions, and statements in any live or recorded audio, video, or photographic display or other transmission or reproduction, in whole or in part, of the conference and any surrounding activities.

Please note any special accommodations or requests for a vegetarian entrée on the "OLI Registration 2011" Excel document.

All chapters must have a zero balance with their respective organizations or proof of purchase order by the onsite registration in order to attend.

Attire

Professional business attire is to be worn during all Oregon Leadership Institute sessions on Sunday. Appropriate casual attire may be worn during the dance. Appropriate business casual attire is to be worn on Monday.

Professional Attire

- Females:** Dress slacks, skirt, coordinated shirt/blouse, dress shoes. Appropriate hosiery is recommended.
- Males:** Dress slacks, dress shirt (which does not include polo shirts), dress shoes and socks, sweater and/or sport coat. Tie is recommended.

Business Casual Attire (Monday Only):

- Females:** Dress slacks or skirt (slacks are recommended due to the nature of hands on leadership activities that include sitting on the floor in groups, standing up, moving around, and otherwise participating in active leadership activities). Collared polo shirt or button down shirt or T-shirt that contains a CTSO logo or is from a past CTSO event. Tennis shoes are acceptable due to the nature of the activities on Monday.
- Males:** Dress slacks (no denim). Collared polo shirt or button down shirt or T-shirt that contains a CTSO logo or is from a past CTSO event. Tennis shoes are acceptable due to the nature of the activities on Monday.

STATEMENT OF ASSURANCE

Advisors attending Oregon DECA events must review, sign, and return this statement of assurance along with their registration materials for each Oregon DECA conference/event.

Event: Oregon Leadership Institute

Date: November 6-7, 2011

As the advisor responsible for the students attending this event I confirm that:

- I have reviewed the permission/medical release form with my students and I will have a completed copy of the permission/medical release form for each student attending in my possession for the duration of the above event, including travel to and from this event.
- I understand that Oregon DECA will not collect the individual student forms for this event and that they are to be kept in my possession.
- I understand that students attending the above event will have the opportunity to participate in activities outside of the conference facility, thus requiring walking or further public transportation. I have discussed this with the students and their parents/guardians and have also informed them of proper etiquette and safety precautions while traveling in/around metropolitan areas.
- I understand that proper completion of the permission/medical release form provides the best protection for my students' needs and my liability during a Oregon DECA event.
- I have checked with my administrator and have secured authorization for my chapter to travel to this event and have reviewed all school/district policies regarding supervision of students on trips and will abide by them.
- The responsibility for the safety of the delegates from this chapter rests with people signing this Statement of Assurance.
- I will participate in all general sessions during the conference and fulfill my assigned responsibilities during the conference.
- I will patrol the halls (even during the day, if necessary), stay up until students and/or halls are quiet, enforce the conference Code of Conduct and Dress Code, and regularly check-in with my students.
- I will ensure that myself and chaperones assisting me will:
 - Be 21 years or older
 - Follow the conference Code of Conduct and Dress Code
 - Act responsibly and interact appropriately with students

I have read the above and hereby offer assurance that I understand and agree to comply with the policies stated on the Permission Forms as indicated by my signature appearing below. (Typing/writing your name in the box below serves as your signature and confirmation of understanding):

Advisor Signature:	
Chapter Name:	
Date:	

PERMISSION/MEDICAL RELEASE FORM (3 PAGES TOTAL) ALL OREGON DECA SPONSORED ACTIVITIES 2011-2012

- Revised August 2011 -

CODE OF CONDUCT

Attendance at any Oregon DECA sponsored conference or activity is a privilege. The following conduct policies will apply to all delegates: students, alumni, advisors, and any other authorized persons attending the activity. This form must be signed by each student and alumni (under 21) attending a OREGON DECA activity and submitted to the chapter advisor prior to the respective registration deadline. The chapter advisor must have a completed copy of the permission/medical release form for each student attending in their possession for the duration of the event, including travel to and from the event. This Forms must be kept on file in the local school district after conference.

Delegates shall abide by the rules and practices of *OREGON DECA and school district policies* at all times to, during, and from the designated point of origin of the activity. Delegates shall respect and abide by the authority vested in the OREGON DECA organization. The standards outlined in this document constitute the Oregon DECA Code of Conduct.

The following shall be regarded as severe violations of the OREGON DECA Code of Conduct:

Should a conduct code violation occur for item 1 through 7 below, regardless of when exposed, the violating student(s) will be sent home and will not be eligible to attend any other state, regional, or national conference during that school year. If the violation warrants it, law enforcement may also be notified. Determination of penalties for violations will be at the discretion of the State Management Team or the Board of Directors/Trustees.

1. **Alcohol, Drugs and Tobacco:** a student shall not possess, use, transmit, be under the influence of, or show evidence of having used an alcoholic beverage, other drugs, substances or tobacco products capable of or intended, purported, or presumed to be capable of altering a student's mood, perception, behavior or judgment; other than properly used, over-the-counter pain relievers and medications prescribed by a physician for an individual student and must be on record with the advisor. Nor shall the student possess, use, sell or transmit paraphernalia associated with drugs, alcohol, or chemical substance in any form (including tobacco), at any time, or under any circumstances, on public or private properties.
2. **Curfew:** Committing serious violations of curfew regulations as outlined in item 9 below.
3. **Willful Companionship:** Being in the willful companionship of someone who violates any portion of the conduct code, or failing to report any direct knowledge (other than hearsay) of the conduct code violations.
4. **Personal Conduct:** Cheating, dishonesty, or taking unfair advantage of others; participating in social activities other than those with conference participants; conducting acts and/or possession of weapons capable of causing bodily harm or fear of life, defacing or stealing any public or private property (for which financial responsibility will rest solely with offending individuals or their chapter); breaking the law; other serious violations of personal conduct regulations.
5. **Serious Violations** of the student conduct code of the school district or school that the student represents.
6. **Private Transportation:** Driving or riding in a private automobile during a conference, unless accompanied by an authorized advisor. (Delegates are to be housed at the conference site) Occasionally a chapter advisor, under special circumstances, may allow a student to drive or ride in a private automobile to a conference. These students are required to complete a "Permission to use Private Transportation" form to the chapter advisor prior to the conference. Permission to drive/ride applies to transportation of the student named on the form and only to and from the conference site. Once a driving/riding delegate has arrived at the conference site, he/she shall not be in a private automobile again until leaving the site at the end of the conference.
7. **Abusive Behavior and Lewd Conduct:** A student shall not engage in any lewd, indecent, sexual, or obscene act or expression or possess such materials. A student shall not engage in verbal, physical or sexual harassment, hazing, or name-calling. The use of slurs against any person on the basis of race, color, creed, national origin, ancestry, age, sex, sexual orientation, or disability is prohibited.

The following shall be other violations of the OREGON DECA Code of Conduct:

Should a conduct code violation occur for items 8-12 below, regardless of when exposed, the violating student(s) may be sent home and may not be eligible to attend any other state, regional or national conference during that school year. Determination of penalties for violations will be at the discretion of the State Management Team or the Board of Directors/Trustees or local Advisor.

8. **Conference Conduct:** Failing to wear the supplied conference ID badge and wristband (when provided) at all times from arrival at the conference until departure at the end of the conference; leaving sessions prior to their conclusion (except in the case of emergency); failing to attend all general sessions and assigned activities (including workshops, competitive events, committee meetings, etc.) for which a delegate is registered (unless engaged in a specific assignment taking place at the same time); not abiding by the rules and regulations of DECA or school/district policies from the time he/she leaves his/her home or school for any activity and the time he/she returns to the same home or school following the activity.
9. **Curfew:** Failing to be in your assigned hotel room from the curfew time designated in the conference program until 6 a.m.; causing any noise or other disturbance audible by anyone in the hallway after designated curfew time; ordering any food after the designated curfew time; causing any other unnecessary disturbance or participating in any other inappropriate activity after the designated curfew time.
10. **Dress:** Failing to abide by the dress regulations established for the conference, as outlined in the Dress Code.
11. **Personal Conduct:** Failing to report accidents, injuries or illnesses immediately to the local DECA Advisor; failing to keep adult advisors informed of activities and whereabouts at all times; failure to comply with established grievance process for disputes about competitive event results/processes (including personally confronting judges or event administrators); using tobacco products outside of local school district policies and state law; having a member of the opposite sex in a room if no adult chaperone is present and the room door is not visibly open (e.g., the door may be propped wide open); having a delegate or advisor of the opposite sex in a room without a third person present and the door visibly open.
12. **Hotel Conduct:** Failing to meet the professional standards of housing facilities; accruing incidental room charges (i.e. phone calls, room service, pay-per-view movies, etc.) without settling the account prior to check-out; throwing objects out the window or into the hallway; moving hotel furniture from rooms (e.g., onto the balcony); failing to follow hotel rules and regulations.

Individual School District Policies may supersede the code of conduct.

OREGON DECA DELEGATE PERMISSION/MEDICAL RELEASE FORM
(Students and Alumni are collectively referred to as "Delegates" in this document)

Conduct Code Endorsement, Permissions to Attend Oregon DECA Sponsored Activities, and Authorization to use pictures or student name in publications.

Release of Claim for Damages, Emergency Medical Treatment Authorization:

Name of Delegate _____ Date: _____
Home Address _____ Phone: _____

Date of Birth: _____
Name of High School _____ Phone: _____
Advisor (s) in Charge _____

This is to certify that *the above named delegate* has my permission to attend all Oregon DECA sponsored activities for the 2011-2012 School Year. I also do hereby, on the behalf of *the above named delegate* absolve and release Oregon DECA, the school officials, the DECA chapter advisors, conference staff, and Oregon DECA staff from any claims for personal injuries/damages which might be sustained while he/she is en route to and from or during the DECA sponsored activity.

I authorize the above named advisor or the Oregon DECA staff to secure the services of a doctor or hospital for *the above named delegate*. I will incur the expenses for necessary services in the event of accident or illness and provide for the payment of these costs.

I grant permission to Oregon DECA and its staff/contractors, State Department of Education, and sponsors/supporters to use the above delegate's name and likeness (including photographs, video footage, silhouettes, and audio clips) in publications, productions, promotions and on websites for informational, promotional and other related purposes without further consideration, and acknowledge the right of Oregon DECA to crop, treat, edit, or otherwise modify the photographs, video footage, silhouettes, and audio clips at their discretion.

I also understand that the chapter advisor determines the criteria at the local site, for individual students and alumni to attend and participate at all DECA activities.

We have read and agree to abide by the supplied Oregon DECA Code of Conduct. Should a code of conduct violation occur, law enforcement personnel and or security may be called to assist, and a conduct code committee may be called with the ultimate punishment being that the student may be disqualified and sent home at their/their family's expense and/or be removed from office if in an officer status. If the delegate is sent home reasonable care shall be exercised to ensure a safe, expedient, and financially feasible mode of transportation back to the home community of the delegate involved. We are aware of the consequences that will result from violation of any of the above guidelines.

Student Signature _____ Date _____
Parent / Guardian Signature _____ Date _____
Chapter Advisor Signature _____ Date _____
School /ROP Official Signature _____ Date _____

MEDICAL INFORMATION

Known allergies (drug or natural) _____
Special medication being taken _____
Date of last tetanus shot _____
History of heart condition, diabetes, asthma, epilepsy or rheumatic fever _____
Any physical restrictions _____
Other conditions _____
Family doctor _____ Phone _____

INSURANCE INFORMATION

Company Name _____ Policy Number _____