



IMPORTANT INFORMATION

***PLEASE SHARE WITH ALL
CONVENTION DELEGATES***

2010 VSCA State Convention, March 19-21, 2010

Dear Convention Registrants:

Thank you for registering to attend the **84th Annual Virginia Student Councils Association State Convention**. We are looking forward to a weekend that will be filled with much activity and enrichment.

Please take time to sit down and review every item in this packet so that your check-in and stay at Richmond's Holiday Inn-Select Koger South will be smooth and without incident and your entire delegation will be prepared for Convention.

SCHOOL EXPLOSIONS!

During the Opening General Session at 3:00 p.m. Friday, March 19th, each school delegation is expected to introduce itself to the Convention assembly.

- Delegates should present a 20-second cheer or chant about their school (e.g., suitable for a school pep rally).
- School delegations will present the cheer in the opening session. Cheers must be G-rated and suitable for all audiences.

REGISTRATION

One chaperone from the school's delegation should pick up the registration paperwork in the James River Foyer between 12:30 and 3:00 p.m.

- **Students who have not submitted their medical forms and the Code of Conduct forms to the VSCA State Office prior to the Convention are prohibited from participating in any Convention activities. NO forms will be accepted on-site!**
- VSCA liability insurance coverage requires appropriate adult supervision of students at VSCA activities as a condition of coverage, and that student delegates to this Convention will NOT be accepted unless accompanied by an adviser who has been approved by the principal.
- ALL advisers are expected to furnish transportation for their students and be present at each of the Convention activities, giving full supervision to their students and ensuring that students abide by Convention regulations, including the VSCA Code of Conduct.

NAMETAGS

Students will receive nametags in their school registration packets.

- These nametags must be worn, and be visible, at all VSCA activities and at every event, including the banquet and the dance.
- Nametags should be worn around the neck only.

FRINGIES

- Fringies will be available for all convention registrants (including chaperones) during the Convention.
- Students are encouraged to exchange fringies with students from other schools.

CANDIDATE SCHOOLS

Students/schools campaigning for a VSCA State or Regional Office must meet with the Elections Committee at 1:30 p.m. on Friday, March 19th in the New River room.

- The candidate school's SCA Adviser and student representative must be present.
- All campaign materials must be presented at this time: speech, poster, campaign items, budget, etc.
- No literature (e.g. brochures, flyers, letters) may be distributed at the Convention without the approval of both the school's SCA Adviser and the VSCA Convention Director.
- Students who have decided, after the Call for Candidates, to run for vice president, secretary, or a region representative position must also attend the 1:30 p.m. meeting with their SCA Advisers.
- Students should be advised that all campaigning must be done at Convention. Campaigning prior to Convention is prohibited.

SPEECH CONTEST

- Students entering the speech contest should sign up with the Convention Registrar no later than 9:30 a.m. Saturday, March 20th.

SCHOOL PROJECT DISPLAYS

- All schools are invited to display their annual projects.
- The displays should be table-top ready and are to be set up in the James River Ballroom Corridor by 3:00 p.m. on Friday, March 19th.
- Please contact the VSCA State Office prior to Convention if you are bringing a display.

SERVICE PROJECTS

- Schools are invited to bring letter writing materials, including pens, stationery, envelopes, stamps, and/or pre-stamped postcards to use during region meetings as part of our philanthropic project to write letters to some of our Virginia service men and women.
- Students are invited to bring plastic bottle caps as "admission" to the Saturday night dance. These caps, which are not recycled, will be sent to Aveda, a cosmetic company that uses these caps as packing material.

CURFEW

All students are to be in their rooms by 11:00 p.m. on Friday night. Curfew is 11:45 p.m. on Saturday.

- Advisers are expected to do room checks for their students and help maintain quiet on their floors.

STUDENT BEHAVIOR

Students are reminded that they represent their schools.

- All Convention registrants are expected to follow the VSCA Code of Conduct.
- Suggestive dancing at the dance party is inappropriate.

HOTEL BEHAVIOR

Advisers must check rooms used by their delegations before checking out of the hotel.

- Hotel property is not to be taken home.
- Smoking and alcoholic beverages are prohibited at all times and in all areas of the hotel.
- VSCA students are not allowed in the Hotel Lounge under any circumstances.
- Additional towels, etc., can be obtained by calling Housekeeping.
- Soda machines and ice machines are available throughout the Holiday Inn. Students may bring their own snacks, if desired.

SWIMMING POOL

VSCA and the Holiday Inn assume no responsibility for students using the pool.

- Advisers must arrange in advance and in writing with your school to allow students to swim and are required to accompany students to the pool.
- There will be no lifeguard on duty.

CONVENTION PARTICIPATION

Students are expected to attend all activities: general sessions, seminars, meals, banquet, dance, closing, etc.

- Cell phones must remain off/muted during all Convention workshops and general sessions.
- Students are prohibited from texting on their phones during workshops and general sessions.

SPECIAL NOTE: It is essential that each student keep up with his/her Convention program for the entire weekend as it contains all schedules, agendas, and seminar information bound together in one convenient document. There will not be extras! Please impress upon your students the importance of keeping up with their own Convention programs.

ATTIRE

Dress for all activities will be neat school clothes.

- This includes the dance on Saturday night.
- The majority of students dress up for Saturday's banquet (e.g., coats and ties for boys and dresses for girls).
- Candidates will want to dress appropriately for speeches and installation ceremony.

VSCA T-SHIRTS

- VSCA Convention t-shirts will be provided for all students who have sent their sizes to the VSCA State Office by the registration deadline.
- 2010-2011 themed VSCA t-shirts will be on sale beginning Saturday night for \$15.

MEALS

- Any special dietary needs not specified on registration forms must be submitted in writing to the VSCA Office no later than five-days (Monday, March 15th) prior to the Convention.

INFORMATION FOR ADVISERS:

- **Advisers are responsible for their students for the entire weekend.** Should you need to leave the hotel, please arrange for another adviser to take responsibility for your students. The **VSCA Code of Conduct** will be strictly adhered to.
- Please make note of the time you are expected to chaperone the Saturday night dance. The schedule will be in your school's registration packet. Every chaperone has been assigned to a duty station; it is your responsibility to be at your post at your assigned time.
- Any problems with the hotel should be brought to the attention of the Holiday Inn management, not the VSCA State Office.
- Admittance to the banquet is by ticket only. Advisers will be given enough tickets for their school delegation in their school's registration packet. Any additional guests must register **in advance** of the Convention with the VSCA State Office and obtain tickets.
- ***Name tags must be worn to all functions, including the banquet.***
- Students must sign in at all seminars. SCA Advisers are encouraged to meet with their students in advance of the seminars to decide which students will attend each seminar to make sure each school takes maximum advantage of all topics discussed.
- **Advisers are expected to enforce curfews,** and this includes doing room checks. Advisers have the option of setting earlier curfews if they see fit. Violations or problems coming to the attention of the VSCA State Office will be referred to the adviser in charge.
- Please notify the VSCA State Office if there are any changes in your delegation.
- Resolutions will be debated and voted on during the 3rd General Session at 1:30 p.m. on Saturday, March 20th. Please discuss each with your students prior to the Convention so that they are prepared for discussion in the Resolution Workshops and the debate. The Resolutions can be found online at <http://www.vassp.org/vsca.html> after March 11.

We look forward to seeing everyone on March 19!