



*IGNITING THE PATH  
TO EXCELLENCE:  
EMPOWERING  
TOMORROW'S  
LEADERS*

# STATE LEADERSHIP CONFERENCE

2024



# Florida Public Service Association, Inc.

## OVERVIEW

Theme: "Igniting the Path to Excellence: Empowering Tomorrow's Leaders"

### Description:

The theme "Igniting the Path to Excellence: Empowering Tomorrow's Leaders" perfectly captures the essence of the Florida Public Service Association's State Leadership Conference. This conference is a platform for career tech student organizations specializing in criminal justice, firefighting, and teaching to showcase their skills, talents, and dedication to their respective career paths.

The theme symbolizes the spark of passion and potential within each participant, highlighting their journey towards achieving excellence in their chosen fields. It emphasizes the importance of fostering leadership qualities, embracing innovation, and empowering the next generation of leaders in public service.

Through this theme, the conference aims to inspire students to embark on their career paths with enthusiasm and dedication. It underscores the significance of continuous learning, growth, and the acquisition of practical skills that will enable them to make a positive impact in their communities.

### Key elements of the theme:

1. **Igniting the Path:** The theme acknowledges the students' passion and desire to pursue their career goals. It represents the initial spark that ignites their interest and sets them on the path towards a successful future in criminal justice, firefighting, or teaching.
2. **Excellence:** The theme emphasizes the pursuit of excellence in their respective fields. It encourages participants to strive for greatness, to constantly improve their skills, and to be dedicated to delivering the highest standards of service.
3. **Empowering Tomorrow's Leaders:** This aspect highlights the conference's commitment to nurturing and empowering the next generation of leaders. It encourages participants to take ownership of their education and professional development, equipping them with the knowledge and tools needed to become influential leaders in their chosen career paths.
4. **Showcasing Skills:** The theme recognizes the conference's focus on providing a platform for students to showcase their skills, talents, and achievements. It promotes a spirit of healthy competition, collaboration, and the celebration of their accomplishments within the criminal justice, firefighting, and teaching fields.

Overall, the theme "Igniting the Path to Excellence: Empowering Tomorrow's Leaders" encompasses the conference's mission to inspire, educate, and equip students with the necessary skills and mindset to succeed in their chosen careers. It sets the stage for an event that will ignite passion, foster leadership, and highlight the potential of Florida's future public service professionals.



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## I. PLANNING INFORMATION

### **Location:**

Avanti Palms Resort and Conference Center  
6515 International Drive, Orlando FL 32819  
Phone: 407.996.0900

### **Dates:**

April 3-7, 2024

### **Conference Attendees:**

High school students, advisors, and chaperones

### **Registration Information**

All chapters must register online at <https://www.registermychapter.com/fpsa/state> by

Student Costs (does not include cost of lodging)

- Ends January 31, 2024 Early Bird Special \$311
- Ends February 28, 2024 Regular \$336
- Ends March 8, 2024 Late \$338

Teacher, advisor, chaperone, parent (does not include cost of lodging)

- Ends January 31, 2024 Early Bird Special \$200
- Ends February 28, 2024 Regular \$225
- Ends March 8, 2024 Late \$250

Payment will be accepted through the registration site or school check. Checks should be made out to the Florida Public Service Association, Inc. and should accompany an invoice. A W-9 is available upon request.



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Registration fees do not include lodging, transportation, lunches, and snacks. Those are paid for by the school or student.

To reduce the cost of your attendance, the following meals are provided in the registration fee.

- Breakfast Thursday, Friday, and Saturday
- Dinner Saturday
- **Lunch will not be provided**

Please send registration invoice and payment to:

Florida Public Service Association, Inc.  
950-23 Blanding Blvd PMB 111  
Orange Park, FL 32065

If you have questions regarding registration, please contact Harold Rutledge at 904-704-4222 or [director@myfpsa.us](mailto:director@myfpsa.us)

## **Cancellations:**

To cancel an individual registration for the conference (not the hotel reservation), the deadline is Friday March 1, 2024. Cancellations must be completed in the conference online program and in the form of an email sent to [director@myfpsa.us](mailto:director@myfpsa.us) to receive a refund. **After March 8, 2024, no refunds will be issued, and you are still responsible for the cost of the registration.**

## **Substitutions:**

Substitutions are permitted if a registered student(s) is unable to attend the conference. The deadline for substitutions is Friday March 8, 2024. Please use the conference program to change the names of the participants.

## **II. LODGING INFORMATION**

### **Room Rates:**

\$89.00 per night

The above rate is offered for guests arriving three days before and three days after the event depending on availability.

There will be complimentary self-parking for overnight guests, buses, and vans during the dates of the conference. **The \$16.50 per day resort fee is waived.**



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State sales taxes will not be assessed when payment is made with a school check and a copy of the district's certificate of tax exemption is provided to the hotel. Payments made with credit card are subject to a credit card authorization form on file.

## Reservations Method

Rooming List: The following indicated procedure will be in effect for the reservation of rooms by attendees. A rooming list is required by each individual school and the Board of Directors to assign the Group's attendees' accommodation. This list should include the School Name, Advisor name, Advisor email address, attendees name, requested type of room, requested bed type check-in and check-out dates, and the Group's designation of any attendees to be given a "VIP" status. Any requests for special room arrangements should be indicated on the rooming list. The Hotel does not confirm reservations to the individual in writing. Individual reservations will not be accepted from participants, travel agents or via the internet for the Event.

Please send rooming lists to:

Katie Owen  
Group Coordinator Manager  
Avanti Palms Resort and  
Conference Center  
6515 International Drive  
Orlando, FL 32819  
Email: [kowen@phmemail.com](mailto:kowen@phmemail.com)  
Direct: (321) 299-0421  
Cell: (407) 731-7296  
Due: **Monday March 4, 2024**

A credit card is on file for deposit to hold the Group guestroom block. Group contains subblocks of schools that will pay for their students upon arrival. Individual schools will have a final payment check based on a folio received by the Hotel prior to arrival. Individual reservations may be cancelled outside of 72 hours prior to arrival. If cancelled within 72 hours of arrival the Hotel will charge for the 1st night's room and tax. A no-show reservation or early departure will be charged for the 1st night's room.

## Cut-Off Date

Group room blocks will be held until 5pm on the day of your Reservation Cut-off date **Monday March 4, 2024**

## Check-In / Check-Out

Guests may check into the Hotel after 4:00 pm. All Group guestrooms are **exempt** from offering a credit card at check-in. All Group guestrooms will be non-postable to avoid requesting a credit card. Attendees that would like to charge to their guestroom will be required to offer a credit card and subject to the daily incidental fee. Guests may be required to present a valid form of identification. Room and tax will be fully charged upon check in for individual school sub block guestrooms with a final payment check on day of arrival. A one-night room and tax fee will be charged for early check-outs. Any requests for late checkout must be made with the Front Desk on the night prior to checkout and, if granted, is subject to a late checkout fee. Any late



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check outs after 1:00 pm are charged one-night room, tax, and service fee unless prior approved by the Manager on Duty.

## III. ADVISOR AND STUDENT INFORMATION

### **Attendance Ratio:**

Advisors and adult chaperones must accompany high school chapters and monitor students during all on-site and off-site activities. There may be no more than eight students per chaperone, or the ratio determined by your school district. All chaperones must register with FPSA.

### **Students:**

All high school students are required to return to their hotel rooms no later than the curfew time of 11:00 p.m. While away from the hotel, all students should be alert and remain with their group. While in the hotel rooms, all students should be quiet to avoid disturbing other hotel guests.

### **Insurance:**

Each participant is responsible for his/her own insurance coverage. The FPSA does not obtain insurance coverage for individuals at the event. The contact information requested through the registration form is collected solely in the event of an emergency.

### **Dress Code:**

Opening Ceremony – chapter uniform. This may include a polo type shirt and khakis if no dress uniform is issued.

Thursday: Competition appropriate style dress.

Friday: competition appropriate style dress.

Saturday: competition appropriate style dress.

Saturday Night Installation Banquet: Chapters wear either a Class A uniform, or business attire.

### **Wrist Bands:**

Students and advisors are required to wear the wristband while on the hotel property. This allows staff to identify who is at the event in case of an emergency or a compliment. This wristband is also your entrance into meals, competitions, and meetings.



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## IV. DEADLINES

State Officer Election Application	January 31, 2024
Scholarship Applications	January 31, 2024
Job Seeking Skills Application	January 31, 2024
Last Day to Register for SLC	March 1, 2024
Reservation Deadline for Hotel	March 4, 2024
Group Room Block Cut Off	March 4, 2024
Hotel Cancelations	March 4, 2024
Chapter State Leadership Conference Competition Submitted online	March 8, 2024
Last Day to Cancel SLC Registration	March 8, 2024

## V. COVID PRECAUTIONS

The Florida Public Service Association, Inc. takes the risk of COVID-19 seriously. After consultation with the board and using the CDC guidelines, the FPSA will follow the current policy on Covid-19.

## VI. Tentative Agenda

### Pre-Conference

Start Time	End Time	Function	Submitted Through Website
		Criminal Justice Chapter Video	3/01/2024
		Firefighting Chapter Video	3/01/2024
		Teacher Chapter Video	3/01/2024
		Marketing Video	3/01/2024
		Digital Bulletin Board Display	3/01/2024
		Digital Marketing Display	3/01/2024
		Digital Poster Display	3/01/2024
		Virtual Speech	3/01/2024

The exams will be sent to the advisor on Monday March 4, 2024. The teacher will proctor the exam during this week. All tests must be completed by Friday March 8, 2023.

911 Dispatch Exam	3/08/2024
Firefighting Exam	3/08/2024
Teacher Exam	3/08/2024
Criminal Justice Exam	3/08/2024