**Le 39ème congrès d’ALCFES**

**1 au 3 février 2019**

**Thème : *MINUIT À LA NOUVELLE ORLÉANS…***

***Ce n’est pas qu’un rêve!***

**Tentative Agenda**

**Crowne Plaza Airport Hotel**

**2829 Williams Blvd, Kenner, La 70062**

|  |  |
| --- | --- |
| ***vendredi, 1 février***  |  |
| 4:30 – 6:30 pm | School check in at ALCFES registration table  |
| **7:00 pm** | Scholarship Test  |
| 7:00 – 7:45 pm | Teachers’ meeting |
| 8:00 – 9:00 pm | Opening Session (Parade of banners & brief intro of regional and state officers) |
| 9:15 – 10:00 pm | Ice breakers |
| 10:15 – 10:45pm | Regional Meetings |
| 10:45 – 11:00 pm | Closing Ceremony |
| 11:00 – 12:00am | Open mic/karaoke |

**Curfew is 30 minutes after the end of the last event.**

|  |  |
| --- | --- |
| ***samedi, 2 février*** |  |
|  | Breakfast (on your own) |
| 7:45 – 8:15 am | Teachers’ Meeting |
| 8:15 – 8:45 am | General Assembly (Presentation of 2019 CODOFIL Scholarship & Exchange Program) |
| 9:00 am10:00 – 3:00 pm3 :00 pm4:00 pm – 6:30 pm | Load buses at hotel**Jeu de Piste – le vieux Carre** Load buses in the French QuarterScholarship interviews  |
| 4:30 – 6:30 pm | Competitions: Quiz Bee, Spelling Bee, Musical, Creative Writing\*\*\*\*Students should only compete in ONE event due to the overlapping times. Special permission is required to enter 2-if time permits.\*\*\*Scholarship contestants and their schools must be registered and fully paid participants of ALCFES\*\*  |
| 7:30 – 10:00pm | Banquet/General Assembly, Guest speaker, Presentation of candidates for State Officers |
| 10:15 – 12:00am  | Dance/Movie/Election of State Officers  |

 **Curfew is 30 minutes after the end of the last event.**

|  |  |
| --- | --- |
| ***Dimanche, 3 février*** |  |
| 8:00 – 9:00am | Boutique  |
| 9:00 – 11:00 am | Brunch, General Assembly, Awards/Prizes, Installation of State and Regional Officers |
| 11:00 – 12:00 pm | Checkout  |

**ALCFES Registration Guidelines for Sponsors**

**Convention cost PER PERSON:**

**$ 225.00 Quad** (4 to a room, 2 nights, 2 full meals, registration fee, & t-shirt)

**$ 245.00 Triple** (3 to a room, 2 nights, 2 full meals, registration fee, & t-shirt)

**$ 285.00 Double** (2 to a room, 2 nights, 2 full meals, registration fee, & t-shirt)

**$ 395.00 Single** (1 to a room, 2 nights, 2 full meals, registration fee, & t-shirt)

* Please note that the prices quoted above are **per person.**
* Sponsors must **scan and email** the forms below on pages 3-8 ***to congresalcfes@gmail.com***. Forms must be sent on or before Friday, **November 9,** 2018.
	+ A confirmation email will be sent.
* Sponsors must **mail** ONLY the checks, along with the initial deposit form on page 3 to

ALCFES

c/o Glynis Davis

St. Joseph's Academy

3015 Broussard Street

Baton Rouge, LA  70808

* To plan for the proper number of participants, a deposit of $50 per person and $25 club fee must be postmarked by **Friday November 9, 2018.**
	+ This $50 deposit is non-refundable.
	+ It will be subtracted from the overall convention cost per person.
* The remaining balance of fees must be postmarked no later than **January 9, 2019.**
* Scholarship:
	+ A school may only participate in the scholarship competition if their club has registered and paid its balance by the deadline(January 9, 2019).
* If your club does not have 4 students to fill a room, it must pay for the triple, double, or single price.
	+ If you want to match your students with students from another school to fill a quad, you will have to communicate with other teachers to place students with them.
	+ We will provide the emails of all the teachers so that teachers can make an effort to match their students to fill quads.
* Substitution of participants within your school is allowable. Changes are due by January 9, 2019.
* If there are any concerns/extenuating circumstances regarding these due dates, please contact ALCFES at congresalcfes@gmail.com

**Initial Convention Deposit/School Membership Form**

**2019 ALCFES Convention**

 **Please email this page (by Nov. 9) and send a copy with the check, postmarked by November 9, 2018.**

This deposit is non-refundable.

|  |  |
| --- | --- |
| School Name: |  |
| School Mailing Address: |  |
| Sponsor’s Name: |  |
| Sponsor’s Email: |  |
| Sponsor’s Cell: |   |

|  |  |  |  |
| --- | --- | --- | --- |
| Number of Student Participants: |  | **X $50**  | **$** |
| Number of teachers/chaperones: |  | **X $50** | **$** |
| $25 membership club fee: |  |  | **$25** |
| Equals Total Amount Enclosed: |  |  | **$** |
| Estimated Balance Due:  |  |  | **$** |

The estimation of students for every club allows for ALCFES to do necessary planning.

You will be allowed to exchange names or increase your numbers.

\*Final changes are due by **January 9, 2019.**

You will receive confirmation emails after your forms and check arrive.

Checks need to be made payable to **ALCFES** and returned to:

ALCFES

c/o Glynis Davis

St. Joseph's Academy

3015 Broussard Street

Baton Rouge, LA  70808

Scan/send registration to congresalcfes@gmail.com

This page, $50 per participant, and the $25 ALCFES membership fee must be postmarked by **Friday November 9**.

**This list will be used as your school’s rooming list**

**If you have students from another school in your room, please write their school next to their name.**

|  |  |  |
| --- | --- | --- |
| Room | Tentative Names in Each Room | Gender |
|
| Rm1 |   |  |
| 1a |   | M / F |
| 1b |   | M / F |
| 1c |   | M / F |
| 1d |   | M / F |
|  |  |  |
| Rm2 |  |  |
| 2a |   | M / F |
| 2b |   | M / F |
| 2c |   | M / F |
| 2d |   | M / F |
|  |  |  |
| Rm3 |  |  |
| 3a |   | M / F |
| 3b |   | M / F |
| 3c |   | M / F |
| 3d |   | M / F |

**This list will be used as your school’s rooming list**

**If you have students from another school in your room, please write their school next to their name.**

|  |  |  |
| --- | --- | --- |
| Room | Tentative Names in Each Room | Gender |
|
| Rm4 |   |  |
| 4a |   | M / F |
| 4b |   | M / F |
| 4c |   | M / F |
| 4d |   | M / F |
|  |  |  |
| Rm5 |  |  |
| 5a |   | M / F |
| 5b |   | M / F |
| 5c |   | M / F |
| 5d |   | M / F |
|  |  |  |
| Rm 6 |  |  |
| 6a |   | M / F |
| 6b |   | M / F |
| 6c |   | M / F |
| 6d |   | M / F |

**This list will be used as your school’s rooming list**

**If you have students from another school in your room, please write their school next to their name.**

|  |  |  |
| --- | --- | --- |
| Room | Tentative Names in Each Room | Gender |
|
| Rm7 |   |  |
| 7a |   | M / F |
| 7b |   | M / F |
| 7c |   | M / F |
| 7d |   | M / F |
|  |  |  |
| Rm8 |  |  |
| 8a |   | M / F |
| 8b |   | M / F |
| 8c |   | M / F |
| 8d |   | M / F |
|  |  |  |
| Rm 9 |  |  |
| 9a |   | M / F |
| 9b |   | M / F |
| 9c |   | M / F |
| 9d |   | M / F |

**This list will be used as your school’s rooming list**

**If you have students from another school in your room, please write their school next to their name.**

|  |  |  |
| --- | --- | --- |
| Room | Tentative Names in Each Room | Gender |
|
| Rm10 |   |  |
| 10a |   | M / F |
| 10b |   | M / F |
| 10c |   | M / F |
| 10d |   | M / F |
|  |  |  |
| Rm11 |  |  |
| 11a |   | M / F |
| 11b |   | M / F |
| 11c |   | M / F |
| 11d |   | M / F |
|  |  |  |
| Rm 12 |  |  |
| 12a |   | M / F |
| 12b |   | M / F |
| 12c |   | M / F |
| 12d |   | M / F |

**Rooms and Participants**

|  |  |  |
| --- | --- | --- |
| Total amount of Quad rooms:  | \_\_\_\_\_\_rooms | \_\_\_\_\_\_people |
| Total amount of Triple rooms:  | \_\_\_\_\_\_rooms | \_\_\_\_\_\_people |
| Total amount of double rooms:  | \_\_\_\_\_\_rooms | \_\_\_\_\_\_people |
| Total amount of single rooms: | \_\_\_\_\_\_rooms | \_\_\_\_\_\_people |

Does your club have a favorite French song(s) that it would like to hear during ALCFES? List any suggestions below:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ALCFES Rules**

Because of the number of participants, we are unable to allow clubs to attend or to observe parts of the convention.  Any club that participates in the convention must agree to take the entire convention package.  This means you must attend all meetings, take all scheduled meals, and spend two nights in the hotel.

**Hotel Rules**

There is a charge for every local telephone call made from a room, so participants should use their cell phones.  **No charges to rooms are allowed.**  The hotel will have a list of the rooms being used by ALCFES participants and will not allow anything to be charged to those accounts. Hotels now charges Wi-Fi daily per device (phone, computer, tablet, etc.) except in the rooms.

**Dress Codes**

We **strongly** suggest that participants dress well for the Saturday evening dinner banquet, which means that the young men should wear a tie and that the young ladies should wear dresses or skirts or nice slacks.  The small break before dinner should give everyone enough time to prepare, and the break after will provide time to dress for the dance.  A well-dressed contingency at the banquet will make a better impression on our honored guests.

**Registration**

Registration will be held on the Friday of convention from 4:30 to 6:30 p.m.  There will be a teacher meeting at 7:00 p.m.  **Each club will be responsible for having dinner at its convenience**.  Students are also responsible for breakfast Saturday morning. **Unlike the conventions in Baton Rouge and Lafayette, Saturday lunch is not provided. Lunch is on your own with your school in the French Quarter during the scavenger hunt.** The following meals will be included in your convention package: 1) the banquet Saturday evening and, 2) awards brunch Sunday morning. Transportation to the Saturday outing is included**.** Pizza will be available for purchase on Friday night.

**At Convention**

1. A sponsor (teacher, parent, chaperone) must accompany each club at all times. **For every 15 students, there must be one chaperone.**
2. It should be understood that when a student or sponsor registers for the convention, he/she is agreeing to attend **all** scheduled meetings and activities. Students will not be allowed to leave a meeting without a designated pass from his/her sponsor. We ask that no club plan private celebrations or meetings during convention.