

OFFICE OF THE PRINCIPAL  
GLENBROOK NORTH HIGH SCHOOL

To: Dr. Mike Riggle

From: Paul Pryma 

Re: DECA International Competition

Date: March 14, 2013

Attached is a request from Mindy Ingersoll and Michael Rast, GBN DECA sponsors, to participate in the DECA International Competition in Anaheim, CA. April 24 – April 28, 2013.

GBN students competed at the local and state levels to qualify for the international competition. This competition has provided meaningful experiences for our students for the past seven years. I fully support this opportunity and ask for your support as well.

PP:rp

**GLENBROOK HIGH SCHOOLS**  
**Travel Requests Requiring Board of Education Approval**

**I. School**    GBN   X      GBS \_\_\_\_\_    GBE \_\_\_\_\_    GBOC \_\_\_\_\_    District \_\_\_\_\_

**II. Initiator**    Mindy Ingersoll    Phone 847-509-2443  
 Position    Teacher/Deca Advisor    Date of Submission 3/11/13

**III. Date and Times of Leave/Return**

Total Number of School Days Missed per Person   3  

Departure Date/Time Wed 2/24 8:40am    Return Date/Time Sun 4/28 11:15pm

**IV. Name of Individuals Participating in Tour:** (Attach list if necessary.)

Teachers and Staff    Mindy Ingersoll, Michael Rast, Mary Kosirog,

Students    30 students

**V. Description, Destination, and Reason for Trip**

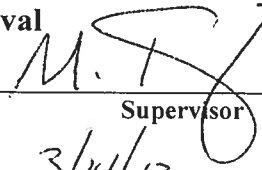

DECA National Competition – students needed to qualify at state competition in order to  
Attend national competition. Final competition for the year.  
(SEE ATTACHED)

**VI. Cost of Trip**

Was this trip included in your    Dept. \_\_\_\_\_    Bldg.   X      District   X      Budget?

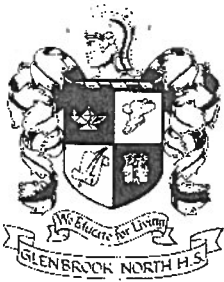
	Total Amount	Per Person	Account #
Registration	SEE ATTACHED		
Lodging			
Meals (Advance)			
Judging		N/A	
Substitute Teacher		N/A	
Transportation			
Air			
Bus/Car			
District Total		N/A	N/A
Cost to Student			N/A

**VII. Approval**

		
_____ Supervisor	_____ Principal	_____ Superintendent
<u>3/14/13</u> Date	<u>3/14/13</u> Date	_____ Date

**Reminder:** No purchase or expenses prior to Board of Education approval.

Form approved by Board of education 12/15/97.



# Interoffice Memo

## Career & Life Skills Department

**Date:** March 14, 2013  
**To:** Mike Riggle  
Paul Pryma  
Mike Tarjan  
**cc:** Mary Kosirog  
**From:** Mindy Ingersoll and Michael Rast  
**RE:** DECA International Competition, April 24–April 28, 2013

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For the 7<sup>th</sup> consecutive year, we are pleased to announce that the Glenbrook North DECA, business club, has qualified for the International DECA Competition (ICDC). This year the competition is held in Anaheim, CA.

DECA is an IHSA sponsored national organization for students studying marketing, management, finance, hospitality and entrepreneurship at the high school and collegiate level. It also services teachers who are chapter DECA advisors by connecting classrooms to careers and is recognized as a Career and Technical Student Organization (CTSO). DECA is endorsed by the U.S. Department of Education and is chartered through state departments of education and is a nonprofit organization.

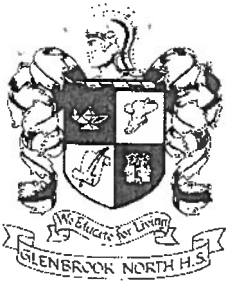
Students compete at the local and state levels in order to qualify for the international competition. DECA's competitive events develop and demonstrate skills through real-world projects and encounters. In these events, students learn to conduct market research, devise promotion plans, start up businesses, participate in Internet challenges and simulations, and encounter realistic workplace challenges. They interact with business community members to learn and to practice their skills.

This year, the Glenbrook North chapter had 96 students participate at the local competition. Of those 96 students, 45 were selected to compete at the state competition in March. Ninety one percent, or 41 GBN DECA competitors, made it into the Top 10 in State for their event category, which is an outstanding number.

Twenty one students from Glenbrook North's DECA Business club were 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place winners (12 first place, 6 second place, and 2 third place trophies) in one or more of their events, advancing them to the International DECA Competition in Anaheim, CA on April 24-April 28<sup>th</sup>. In addition nine students placed 4<sup>th</sup>-6<sup>th</sup> place qualified for Internationals because another competitor could not attend, creating an opportunity for them to compete and gain business experience.

The Glenbrooks requires a 1 to 10 supervision ratio for students. As DECA sponsors we both plan to chaperone students at the International DECA Competition along with Mary Kosirog.

Attached you will find a list of students that qualified for Internationals as well as a spreadsheet that specifies the financial details of the trip. Flights were purchased through Virgin America and the ticket prices were determined to be competitive as compared to that of Orbitz, Expedia and by using a travel agent. A schedule highlighting the conference itinerary is also provided (for your reference).



# Interoffice Memo

## Career & Life Skills Department

### National Qualifiers

#### 1st Place

- (Senior)- Quick Serve Restaurant
- (Senior)- Community Service Project (Burger Day)
- (Senior)- Business Services
- (Senior)- Business Operations Research Event (Business Services - Next Crew)
- (Senior)- Apparel & Accessories
- (Senior), (Freshman)- Travel & Tourism Team
- (Senior)- Business Finance
- (Junior)- Principles of Marketing
- (Sophomore)- Principles of Hospitality
- (Junior)- Business Operations Research Event (Finance - Premier Credit Union)
- (Junior)- Entrepreneurship business plan (Stack Burgers)
- (Senior)- Creating Marketing written event (Chicago Cornea)

#### 2nd Place

- (Senior) & (Senior)- Marketing Communications Team
- (Senior)- Human Resource Management
- (Freshman) - Quick Serve Restaurant
- (Senior) & (Senior)- Sports & Entertainment Marketing Team
- (Senior), (Senior), (Senior) Advertising Campaign written event (Greater Than)
- (Senior)- Fashion Merchandising written event (Alice and Olivia)

#### 3rd Place

- (Senior), (Junior), (Sophomore) - Fashion Merchandising written event (Swatch)
- (Senior)- Grow Your Business plan (Givable Giggles)

Note: For the written events or projects listed above, the businesses that the students worked directly with or researched is listed in parenthesis.

#### Also, qualifying for ICDC from the Top 10 (Not 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> place)

These students are funding their own trip.

- (Senior)- Automotive Services
- (Freshman)- Principles of Business Administration
- (Junior)- Sports & Entertainment Marketing
- (Junior)- Business Services
- (Senior)- Restaurant & Food Management
- (Sophomore) & (Sophomore)- Marketing Communications Team
- (Junior) & (Junior)- Sports & Entertainment Marketing Team

DECA International Career Development Conference 2013

April 24-28th, 2013

District Sponsored Students: 21 (Placed 1st, 2nd, 3rd at State)  
Chaperones: 3

	Per person	
Air	\$343.23	
Airport transportation to/from hotel	\$31.50	
Hotel per student	\$201.60	
Hotel per chaperone	\$756.00	
Food for chaperone	\$180.00	
Registration	\$115.00	
<b>Total Cost:</b>		<b>Total Funding</b>
District Funding:		\$11,200 Acct# 297690
Student Contributions & Fundraising:		\$7,595 Acct# 820162

**Self Funded Students: 9 (Qualified from the Top 10)**

Note: These students do not receive district funding. They have the option to attend if willing to cover the below costs.

<b>Cost per student:</b>	700*	
	(\$200)	Acct# 820162 (Contribution from DECA fundraising)
	\$500	Student/Parent contribution

\* See itemized costs above.

# AGENDA



**INTERNATIONAL CAREER  
DEVELOPMENT CONFERENCE**  
ANAHEIM, CALIFORNIA  
APRIL 24-27, 2013

The agenda is subject to change without notice. Consult <http://www.deca.org/events/icdc> for the most current information.

# 2013 INTERNATIONAL CAREER DEVELOPMENT CONFERENCE

## TENTATIVE SPECIAL EVENTS AGENDA (as of 12-31-12)

### TUESDAY, APRIL 23, 2013

12:00 p.m.-9:00 p.m.

Conference Headquarters  
DECA Images Open (blazers available)  
Tour Booth Open  
Conference Registration (Chartered Association Advisor only)  
Anaheim Convention Center

### WEDNESDAY, APRIL 24, 2013

7:30 a.m.

5K Walk/Run  
Premier Sponsor Finish Line

8:00 a.m.-9:00 p.m.

Conference Headquarters  
DECA Images Open (blazers available)  
Tour Booth Open  
Anaheim Convention Center

9:00 a.m.

Officer Candidate Interviews  
Anaheim Convention Center

9:00 a.m.-5:00 p.m.

DECA Day at Universal

1:00 p.m.-5:00 p.m.

Exhibit/Campaign Booth Set-Up

5:00 p.m.

Parade of State/Provincial Flags Rehearsal

5:00 p.m.-8:15 p.m. and 10:00 p.m.-11:30 p.m.

Chartered Association Photographs  
Anaheim Convention Center

8:30 p.m.

Grand Opening Session  
Anaheim Convention Center

12:30 a.m.

Curfew

**THURSDAY, APRIL 25, 2013**

7:30 a.m.	<b>Virtual Business Challenge Briefing</b> Anaheim Convention Center
7:30 a.m.-5:00 p.m.	<b>Conference Headquarters</b> <b>Tour Booth Open</b> <b>DECA Images Open (blazers available)</b> Anaheim Convention Center
8:00 a.m.-9:00 a.m.	<b>Career Exhibits Open (Advisors ONLY)</b> Anaheim Convention Center
8:00 a.m.-5:00 p.m.	<b>Competitive Event Briefing and Testing</b>
8:30 a.m.-4:00 p.m.	<b>Leadership/SBE Academies</b> Anaheim Marriott Hotel
9:00 a.m.-3:00 p.m.	<b>Advisor Academy</b> Anaheim Convention Center
9:00 a.m.-3:00 p.m.	<b>Career Exhibits/Campaign Booths (Open to ALL)</b> Anaheim Convention Center
10:00 a.m.-1:00 p.m.	<b>Executive Mentor Program</b> Anaheim Marriott Hotel
Noon	<b>Voting Delegates' Briefing and Candidate Campaign Session</b> Anaheim Convention Center
Noon-1:30 p.m.	<b>MDA Luncheon</b> Sponsored by MDA/Safeway, Inc.
4:00 p.m.-11:00 p.m.	<b>Tour Activities</b>
12:30 a.m.	<b>Curfew</b>

**FRIDAY, APRIL 26, 2013**

7:30 a.m.	<b>Judges/VIP Reception</b> Anaheim Convention Center
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7:30 a.m.-7:00 p.m.	<b>Conference Headquarters Tour Booth Open</b> Anaheim Convention Center
8:00 a.m.-9:00 a.m.	<b>Career Exhibits Open (Advisors Only)</b> Anaheim Convention Center
8:00 a.m.-2:00 p.m.	<b>DECA Images Open (blazers available)</b> Anaheim Convention Center
8:00 a.m.-7:00 p.m.	<b>Competitive Event Preliminary Competition</b> Anaheim Convention Center
8:30 a.m.-10:30 a.m.	<b>Johnson &amp; Wales Scholarship Awards Breakfast</b> (by invitation only) Sponsored by Johnson & Wales University Anaheim Convention Center
8:30 a.m.-4:00 p.m.	<b>Leadership Academies</b> Anaheim Marriott Hotel
9:00 a.m.-3:00 p.m.	<b>Advisor Academy</b> Anaheim Convention Center
9:00 a.m.-4:00 p.m.	<b>Career Exhibits/Campaign Booths (Open to All)</b> Anaheim Convention Center
9:30 a.m.-2:00 p.m.	<b>Administrator Day</b> Anaheim Convention Center
11:30 a.m.-2:00 p.m.	<b>Judges/VIP Luncheon</b> Anaheim Convention Center
Noon-1:30 p.m.	<b>Chartered Association Officer/Advisor Luncheon</b> Sponsored by Piper Jaffray Anaheim Convention Center
3:00 p.m.-5:00 p.m.	<b>Competitive Event Update Workshops for Advisors</b> Anaheim Convention Center
7:00 p.m.-11:00 p.m.	<b>Tour Activities</b>
12:30 a.m.	<b>Curfew</b>

The agenda is subject to change without notice. Consult <http://www.deca.org/events/icdc> for the most current information.

**SATURDAY, APRIL 27, 2013**

7:30 a.m.-10:30 a.m.	<b>Judges/VIP Reception</b> Anaheim Convention Center
7:30 a.m.-1:00 p.m.	<b>Tour Booth Open</b> Anaheim Convention Center
7:30 a.m.-5:00 p.m.	<b>Conference Headquarters</b> Anaheim Convention Center
8:00 a.m.	<b>Second General Session</b> Anaheim Convention Center
8:00 a.m.-2:00 p.m.	<b>DECA Images Yard Sale</b> Anaheim Convention Center
8:00 a.m.-5:00 p.m.	<b>Finalist T-Shirt Sales</b> Anaheim Convention Center
9:00 a.m.-5:00 p.m.	<b>Final Competition</b> Anaheim Convention Center
11:00 a.m.	<b>Election Session</b> Anaheim Convention Center
11:30 a.m.-1:00 p.m.	<b>Judges/VIP Luncheon</b> Anaheim Convention Center
1:00 p.m.-2:30 p.m.	<b>Leadership Luncheon</b> Anaheim Convention Center
2:00 p.m.-3:00 p.m.	<b>Written Report Return</b> Anaheim Convention Center
5:00 p.m.-8:00 p.m.	<b>Chartered Association Photographs</b> Anaheim Convention Center
7:00 p.m.-8:00 p.m.	<b>Founder's Club/Scholarship/NAB Reception</b> Anaheim Convention Center
8:30 p.m.	<b>Grand Awards Session</b> Anaheim Convention Center
12:30 a.m.	<b>Curfew</b>