

# TAFE State Officers and Area Officer Training

Highland Lakes Camp on Lake Travis

April 24-26, 2025

This exclusive retreat for TAFE leaders is designed to give our student officers an opportunity to develop leadership skills, participate in team-building activities, and work together collaboratively to plan their area conferences.

**Who can attend?** This training retreat is open to all TAFE chapters that have been elected to a state or area office for 2025-2026 (President, Vice President, Secretary, Historian, etc.). Schools may bring up to 2 teacher leaders and 6 students.

**Registration Fee:** \$185 per person. (State and Area Officers and TAFE Texas Ambassadors are free.) Late registration begins April 1, 2025 and is \$195 per person.

This fee covers all activities and materials and the following meals and lodging:

## **Meals:**

Thursday-Dinner

Friday-Breakfast, Lunch, Dinner

Saturday- Breakfast

## **Dorm Lodging:**

Thursday night

Friday night

## **Assignments:**

1. Write a 1-minute introduction. Introducing yourself to the group.

**State Officers, TAFE Texas Ambassadors and their Teacher Leaders** will arrive on **Wednesday, April 23<sup>rd</sup>**. We will meet at 1:00 p.m. If you are planning on bringing additional students with you on Wednesday, you will need to pay an additional \$70.00 each for the extra night and the 3 meals (Wednesday dinner, Thursday breakfast and lunch) for those students.

**Area Officers and Chapter Officers Arrive, Thursday, April 23<sup>rd</sup>**

# THINGS TO DO PRIOR TO COMING

1. Register on the TAFE website and send the appropriate fees to the TAFE Office: TAFE, 1833 South IH-35, Austin, TX 78741
2. **Medical Release Form for teacher leaders and students (front and back) must be completed and mailed or scanned and emailed to [monica@tassp.org](mailto:monica@tassp.org)**
  - a **All adults and students who are 18+ must print and fill out the adult release form, and all 17 and under must print and fill out the student release form.**

## THINGS TO BRING

1. Twin sheets, blanket and pillow or a sleeping bag and pillow (I take an extra blanket to cover the mattress. The mattresses are vinyl and noisy when you move around. They are also hard.)
2. Toiletries (i.e. toothbrush, soap, shampoo, hair dryer, etc.)
3. Towel and wash cloth.
4. Comfortable shoes (some terrain is rugged) – enclosed tennis shoes are the best.
5. Swimsuit
6. Changes of clothes
7. Pajamas
8. Sweater, windbreaker, or something warm (The air off the lake can get cool in the morning and at night.)
9. Sunscreen, Bug spray
10. Water container
11. Flashlight (to see when walking at night)
12. Umbrella
13. Ear Plugs for sleeping (It is like an awful choir at night. It can be funny to listen to, but if you want to sleep, it can be torture.)
14. Bring a calendar of your events for the Fall and a note pad. (If your school district has their calendar out for next year, bring it.)

# TAFE Officers Training Workshop

## Rules and Policies

It is a pleasure to have TAFE members from all over the state attend the Officer Training Workshop. As top representatives of your school and leaders in TAFE areas, you are expected to conduct yourself in a manner which reflects the high standard of the teaching profession. Please familiarize yourself with the Rules and Policies listed below:

1. Be ON TIME for all meetings and activities.
2. Always stay with a buddy.
3. Do not wander down by the lake.
4. Drugs, alcohol, and tobacco products are prohibited. Schools found violating this rule will be sent home immediately, no questions asked.
5. We are guests of Highland Lakes Camp. We expect all participants to be respectful of the facility, and other guests using the camp.
6. Care must be taken to keep the buildings and grounds clean at all times. Please pick up after yourself.
7. Nametags shall be worn at all times.
8. Participants are to be in their dorms at the designated time each night. No one is to leave their room after lights out. Rooms are gender specific. Girls are not allowed in the boys' rooms and boys are not allowed in the girls rooms.
9. All lights must be turned off by 11:30 each night.
10. Report any illnesses to the director and your teacher leader.
11. Participants are to follow the schedule, rules, and policies at all times. Failure to do so may result in removal from camp.

\* Dress Code: TAFE student leaders should be aware of the impact of their personal appearance. All clothing that is low cut or reveals any part of the midriff, front or back and shorts that are shorter than the fingertips are strictly prohibited. Swim attire cannot be worn to work sessions unless it is fully covered.

BE SAFE AND HAVE FUN!!!