

TAFE Texas Association of Future Educators

1833 South IH-35 • Austin, Texas 78741 • phone: 512.443.2100 • fax: 512.442.3343 • web: www.tafeonline.org

Texas Association of Future Educators is a state affiliate of the Future Educators Association®

Archie E. McAfee
TASSP/TAFE Executive Director

Donita J. Garza
TAFE State Program Director

Dear Teacher Leaders:

TAFE has established an exemplary reputation as being a well-mannered and well-supervised organization. To further this organization's reputation, and more importantly, to teach young people responsibility and leadership, we encourage you to discuss with your students what is and is not appropriate behavior:

1. Use of alcohol and/or drugs is prohibited by your local school policy as well as TAFE policy. Students should know in advance that they will be sent home if involved in either situation.
2. The conference hotels have set a curfew of 11:00 p.m. for all nights. Students should be in their rooms and quiet by this time. This curfew will be enforced. The dance will go to 11:00 p.m. on Friday night, so be mindful of the curfew when returning to your hotel that others staying there may be asleep.
3. Students should not go in other student's rooms unless there is a teacher/chaperone. No males in girl's rooms and no girls in male's rooms.
4. T-shirt distribution and Exhibitors are in the pre-function area of the Convention Center on Thursday and Friday.
5. Students must be in dress code compliance to compete and for all sessions of the conference. Students will not be allowed to walk across the stage if they are not dressed appropriately. See Dress Code Compliance form enclosed.
6. Teacher leaders are to keep the Student Dress Code Compliance forms with them at all times in case there is a question or concern.
7. Teacher leaders and chaperones are expected to be in dress code. Please lead by example. Students will not know what is expected of them if you do not lead the way.
8. Students receiving recognition will be asked to sit in reserved seating. As you enter the auditorium, reserved seating is located on the left side floor seating in Exhibit Hall B. Please tell your students to sit in the section labeled with their event if they are to be recognized on stage. After receiving their award, students may sit with their chapter or return to the reserved seating section.
9. **Students will not be allowed to lie around on the floors, no blankets or pillows. If students are not competing, please have them go to the exhibits or the breakout sessions so that the halls are free to walk through.**
10. For security purposes, your students will need to wear the TAFE conference badge and visa band to all conference activities. Considering events taking place around the world, it is becoming increasingly more important to wear name badges at all times.
11. Please talk to your students about what is customary regarding tipping wait staff and hotel staff.
12. Please discuss with your students the importance of picking up after themselves and always trying to leave a place better than it was before they got there.
13. Teacher Leaders packets will be given out in the Closing General Session on Saturday afternoon. The packets will have all certificates and ribbons. Score sheets will be sent out electronically the week following the conference.

Speaking with your students about your expectations will not only improve this Teach Tomorrow Summit but future ones as well. We appreciate your help.

Enjoy the Conference.


Archie E. McAfee, TASSP/TAFE Executive Director


Donita J. Garza, TAFE State Program Director