

**TASC HS Conference Coordinator Application**

**Please type in all information.**

**A. General Information**

1. School Name:      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. School Address:      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. School Phone Number:      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. School Fax Number:      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. Advisor Name:      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Advisor’s Email:      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. Advisor’s Cell Phone:      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
8. Number of years as a student council advisor:      \_\_\_\_\_\_\_\_\_\_\_\_\_
9. Number of TASC Annual Conferences attended by advisor:      \_\_\_\_\_\_\_\_\_\_
10. Year for which you are applying to host:      \_\_\_\_\_\_\_\_\_

**List the top 5 advisor experiences that qualify you and your school as conference coordinator**.

Event/Positions Held #Attendees Conference Dates

1     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5     \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**B. Letters of Interest:** Using no more than one side of an 8 ½ x 11 typewritten page for each letter, please have each of the following individuals explain why you want to host a TASC Annual Conference: your student representative and the student council advisor. Submit these two letters with this application.

**C. Letters of Support:** Must be attached, with an indication of how each would be able to assist/support you as your school hosts the conference:

1. Superintendent
2. Principal
3. Two current TASC member schools

Advisor, principal and student must initial each item below and submit with the application for Conference Coordinator.

Advisor \_\_\_\_\_\_\_ We understand, if elected, both advisor and student representative will be

Principal \_\_\_\_\_\_ expected to attend the TASC State Steering Committee in June.

Student \_\_\_\_\_\_\_

Advisor \_\_\_\_\_\_\_ We understand, if elected, both advisor and student representative will be

Principal \_\_\_\_\_\_ expected to attend the TASC July/August Board Meeting.

Student \_\_\_\_\_\_\_

Advisor \_\_\_\_\_\_\_ We understand, if elected, both advisor and student representative will be

Principal \_\_\_\_\_\_ expected to attend the TASC November Board Meeting.

Student \_\_\_\_\_\_\_

Advisor \_\_\_\_\_\_\_ We understand, if elected, both advisor and student representative will be

Principal \_\_\_\_\_\_ expected to attend the TASC Annual Conference in April.

Student \_\_\_\_\_\_\_

Advisor \_\_\_\_\_\_\_ We understand, if elected, both advisor and student representative will be

Principal \_\_\_\_\_\_ expected to attend a TASC Summer Leadership Workshop.

Student \_\_\_\_\_\_\_

Advisor \_\_\_\_\_\_\_ We understand, if elected, both advisor and student representative will be

Principal \_\_\_\_\_\_ expected to attend a TASC Advanced Leadership Workshop.

Student \_\_\_\_\_\_\_

Advisor \_\_\_\_\_\_\_ We understand, if elected, both advisor and student representative will be

Principal\_\_\_\_\_\_\_ encouraged to attend an out of state conference with the officer team. (TASC will pay Student \_\_\_\_\_\_\_ registration, pre-trip activities and hotel for student representative. Both the student

and advisor will be responsible for some travel expenses relating to this optional event.)

Advisor \_\_\_\_\_\_\_ We understand, if elected, our school will be responsible for presenting information

Principal \_\_\_\_\_\_ at the Advisors Workshop, the Middle Level Annual Conference, and the HS

Student \_\_\_\_\_\_\_ Annual Conference.

Advisor \_\_\_\_\_\_\_ We have read and understand the specific responsibilities of the Conference

Principal \_\_\_\_\_\_ Coordinator.

Student \_\_\_\_\_\_\_

Advisor \_\_\_\_\_\_\_ If selected, we (the school) agree to serve the full term of our office and to meet our

Principal \_\_\_\_\_\_ financial obligations.

Student \_\_\_\_\_\_\_

Advisor \_\_\_\_\_\_\_ We understand the specific responsibilities of the Coordinator School including the

Principal \_\_\_\_\_\_ financial and creative responsibility of organizing this conference for the students

Student \_\_\_\_\_\_\_ and advisors of TASC.

Advisor\_\_\_\_\_\_\_\_ We understand that the TASC Board of Directors has built in a $5.00 per person in

Principal \_\_\_\_\_\_ conference registration to provide $20,000 to the Conference Coordinator School

Student \_\_\_\_\_\_\_ to pay for costs directly related to the costs of the conference. That will not be

Paid until the conference has been concluded and receipts have been submitted.

The money shall first be obligated for costs directly related to production and site expense.

Principal’s Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Advisor’s Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Submitted      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Please note that the school applies for the office. One student representative and one advisor are named by the school per office to sit on the Board. At the written request of the school, those representatives may be changed at any time. Students may be removed from the Board for violation of TASC policy. Schools may be removed for failure to fulfill duties. The school is assuming the responsibility for fulling the duties of this office.

**We, the undersigned, have read and accept the attached duties and responsibilities of the conference coordinator school and understand the school and personal commitments in hosting a TASC Conference.**

**Superintendent or Superintendent Representative:**

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

Typed name Signature Date

**Principal:**

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

Typed name Signature Date

**Student Council Advisor**

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

Typed name Signature Date

**Student Representative:**

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

Typed name Signature Date