

2018 FALL WORKSHOP FOR CTE BUSINESS ADMINISTRATORS

ANNOUNCEMENT OF PACTA WORKSHOP FOR CTE BUSINESS ADMINISTRATORS

The Pennsylvania Association of Career and Technical Administrators is proud to announce its annual Workshop for Career and Technical School Business Administrators. The workshop will focus on updates for the Career and Technical School Business Office. The workshop will be held from 11:00 a.m. on September 20 to Noon on September 21 at the Nittany Lion Inn in State College.

(NOTE: Although this workshop is designed primarily for career and technical school Business Administrators, it is open to all PACTA members.)

DATE AND LOCATION

The workshop will be held at the Nittany Lion Inn, 200 West Park Avenue, State College. Registration will be from 10:00 a.m. to 11:00 a.m. on September 20. **The main workshop will begin at 11:00 a.m. on September 20 and end at Noon on September 21.**

TOPICS TO BE ADDRESSED

- * State Legislative Updates
- * Employment Law Update
- * Federal Legislative Update
- * Open Discussion and Exchange of Ideas

REGISTRATION

The cost of the workshop is \$180.00 per person. This includes lunch on September 20, a continental breakfast on September 21, refreshments and all resource materials. The deadline for registration is **August 31, 2018**. To register, simply click **HERE** to download a registration form and return it to the address indicated or you may register online at www.pacareertech.org

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ACCOMMODATIONS

A block of rooms for workshop participants has been reserved at the Nittany Lion Inn for the evenings of September 19 and 20. The rates are \$134.00 single occupancy and double occupancy. Individuals are responsible for making reservations for hotel accommodations. Identify yourself as part of the **PACTA group** when making reservations. The group reservation identification number is **PACI18A. Make your reservations by August 19, 2018.** Reservations made after that date will be on an as available basis at regular rates. The telephone number for the Nittany Lion Inn is **(800) 233-7505** or to make reservation online go to www.pennstatehotels.com and select the Nittany Lion Inn.

CRACKER-BARREL SESSION

Time has been set aside on the agenda for a participant interaction session, better known as a cracker-barrel session. In order to organize that session, your input as to topics you would like to discuss during the cracker-barrel is needed. Planning will also take place during the cracker-barrel for follow-up regional activities. Please complete the attached cracker-barrel input form and e-mail it to John Pulver at johnpulver21@gmail.com by **September 7, 2018.**

FOR FURTHER INFORMATION, PLEASE CALL OR E-MAIL JOHN PULVER AT (570) 505-3612, johnpulver21@gmail.com

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*Workshop for Career and Technical School Business Administrators
September 20 and 21, 2018
Nittany Lion Inn, State College*

Registration Form

NAME _____

TITLE _____

AGENCY/SCHOOL _____

ADDRESS _____

TELEPHONE _____

FAX _____

E-MAIL _____

Please mail this form with a check made payable to "PACTA" in the amount of \$180
(* Note: The fee for participants from PACTA Institutional Member Schools is \$170.)

PACTA
23 Meadow Drive
Camp Hill, PA 17011-8331
Telephone: (717) 761-3381
Fax: (717) 761-5811
E-mail: jackie@pacareertech.org

* If you are not sure if your school is an institutional member of PACTA,
please call or e-mail Jackie Cullen at (717) 761-3381 or
jackie@pacareertech.org to check.

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**WORKSHOP FOR CAREER AND TECHNICAL SCHOOL
BUSINESS ADMINISTRATORS
CRACKER-BARREL SESSION
PARTICIPANT INPUT FORM**

NAME _____

INSTITUTION _____

Please list below those topics you would like to discuss during the cracker-barrel session at the September 20 and 21, 2018 workshop.

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

PLEASE E-MAIL THIS FORM BY September 7, 2018 TO:
johnpulver21@gmail.com