




STATE OF HAWAII  
DEPARTMENT OF EDUCATION  
P.O. BOX 2360  
HONOLULU, HAWAII 96804

OFFICE OF CURRICULUM, INSTRUCTION AND STUDENT SUPPORT

January 20, 2017

TO: Complex Area Superintendents, Secondary School Principals and  
Student Activities Coordinators

FROM: C. Suzanne Mulcahy   
Assistant Superintendent

SUBJECT: **Student Leadership Conference 2017**

The Student Leadership Conference (SLC) will be held from June 22 through June 24, 2017 at the University of Hawaii (UH) at Manoa. Student leaders in secondary schools are invited to attend this annual conference to further develop their leadership skills and interact with their peers to share ideas and information.

**Date(s):** Thursday, June 22 –Saturday, June 24, 2017

**Location:** UH Manoa, 2969 Dole Street, Honolulu, Hawaii 96822

**Time:** Registration at UH Frear Hall from 11:00 a.m. –12:00 p.m. on Thursday, June 22, 2017  
Dismissal from UH Campus Center at 2:30 p.m. on Saturday, June 24, 2017

**Registration** - A maximum of six (6) students may attend along with one (1) Student Activities Coordinator (SAC) or teacher chaperone. The cost of registration is \$175.00 per student. There is no cost for the SAC or teacher chaperone. Visit <http://tinyurl.com/SLCHI2017> to register. ***The deadline is Friday, May 5, 2017.***

**Transportation** - *Air travel will not be provided.* Schools must make their own arrangements and cover the cost of travel. School bus transportation will be provided for neighbor island participants between the interisland terminal and UH Manoa. Transportation will not be provided for Oahu participants.

**Student Travel and Authorization Forms** - Schools must generate their own travel forms, Parent/Legal Guardian Authorization for Student Participation and Travel (SA-1) and the Student Publication/Video Release Form. SAC or designated chaperone should distribute, collect and retain all forms.

**Payment Method** - Check or direct payments only. Please make checks payable to: Department of Education (Vendor Code 115937). Send to OCISS –Student Activities Program, 475 22nd Avenue, Room 214, Honolulu, Hawaii 96816. ***No refunds will be given.***

Should you have any questions, please contact Ms. Tiffany Frias, Educational Specialist at (808) 305-9774 or via Lotus Notes.

CSM:lt

c: Superintendent  
Assistant Superintendents  
Superintendent's Office Directors