



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

OFFICE OF CURRICULUM, INSTRUCTION AND STUDENT SUPPORT

September 19, 2017

TO: Complex Area Superintendents, High School Principals, and Student Activity Coordinators

FROM: C. Suzanne Mulcahy
Assistant Superintendent 

SUBJECT: **Secondary Student Conference 2018**

The Secondary Student Conference will be held on January 26-27, 2018, at the YWCA Laniakea and the Pagoda Hotel. This annual conference brings students together to discuss current youth issues and explore ideas for possible change. Registration is limited to the first 100 participants.

Date(s): Friday, January 26, 2018 - Saturday, January 27, 2018
Location(s): Registration at 9:00 a.m. on Friday, January 26, 2018:
YWCA Laniakea, 1040 Richards St, Honolulu, HI 96813
Dismissal at 4:30 p.m. on Saturday, January 27, 2018:
Pagoda Hotel, 1525 Rycroft Street Honolulu, Hawaii 96814

Registration - A maximum of two (2) students may attend along with one (1) teacher chaperone. The cost of registration is \$50.00 per student. There is no cost for the teacher chaperone. Please visit <http://bit.ly/SSCreg2018> to register. ***The deadline is Friday, October 27, 2017.***

Transportation - *Travel will be provided for neighbor island students and chaperones.* School bus transportation will be provided from the YWCA Laniakea to the Pagoda Hotel.

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. School chaperones should distribute, collect and retain all forms.

Payment Method - Checks or direct payments only. Please make checks payable to: Department of Education (Vendor Code 115937). Payments should be sent to OCISS - Student Activities Program, 475 22nd Avenue, Room 207, 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:ri

c: Superintendent
Assistant Superintendents
Superintendent's Office Directors