***Le 36ème congrès d’ALCFES***

***à la Nouvelle-Orléans***

***du 19 au 21 février 2016***

***Thème : Franco-futur!***

***Tentative Agenda***

***Hôtel Crowne Plaza New Orleans Airport***

***2829 Williams Blvd., Kenner, LA* (504) 467-5611**

***vendredi, le 19 février***

4:00 - 6:30 PM Registration

**7:00 PM** Scholarship Test Begins

7:10 - 7:45 PM Teachers’ Meeting

7:15- 7:45 PM Officers’ Meeting

8:00- 9:00 PM Opening Session (Parade of banners & brief intro of regional and state officers)

9:15- 10:00 PM Ice Breakers

10:15-10:45 PM Regional Meetings

 Election of Representatives

10:45-11:00 PM Gathering

11:00 – 12:00AM Open Mic

**Curfew is 30 minutes after the end of the last event.**

***samedi, le 20 février***

8:00- 9:00 AM Breakfast (on your own)

8:15- 9:00 AM Teachers’/Officers’ Meeting

9:00- 9:45 AM General Assembly

 Introduction of new Regional Representatives

 Presentation of CODOFIL 2016 Scholarship & Exchange Program

9:45-10:00 AM Board Busses for French Quarter

10:15 - 3:15 PM Scavenger Hunt/Lunch in French Quarter on your own

4:30 – 6:30 PM Quiz Bees / Skit / Scholarship interviews / Musical / Creative Writing Competitions

 (Remember, students should only compete in ONE event due to the overlapping times. Special permission required to enter 2 events, if time permits. All competing students must be registered for a competition prior to the convention)

7:30- 9:00 PM Banquet/ General Assembly

 Guest Speaker

 Election of State Officers

10:15- 12:30 PM Dance/movie

 **Curfew is 30 minutes after the end of the last event.**

***dimanche, le 21 février***

8:30- 9:30 AM Boutique

9:30- 11:00 AM Brunch/ General Assembly

 Awards/ Prizes

 Installation of State and Regional Officers

11:00-12:00 Checkout

**\*\*MAKE NOTE THAT PAGES 3 & 4 MUST BE POSTMARKED BY Thursday, December 10thGUIDELINES**

**Registration**

In order to plan for the proper number of participants, we are asking for a deposit of $50 per person postmarked by **December 10, 2015**. The balance of fees and hotel registration forms must be postmarked no later than **January 15, 2016** (all are encouraged, if possible, to postmark registration packets as early as possible). If there are any concerns/extenuating circumstances regarding these due dates, please contact Mme Jacqueline Labat at St. Joseph’s Academy via telephone at 225-388-2215 or via e-mail at labatj@sjabr.org.

**Convention cost PER PERSON:**

**$ 210.00 Quad** (4 to a room, 2 nights, 2 meals, registration fee, & t-shirt)

**$ 230.00 Triple** (3 to a room, 2 nights, 2 meals, registration fee, & t-shirt)

**$ 270.00 Double** (2 to a room, 2 nights, 2 meals, registration fee, & t-shirt)

**$ 380.00 Single** (1 to a room, 2 nights, 2 meals, registration fee, & t-shirt)

**PLEASE NOTE THAT THE PRICES QUOTED ABOVE ARE PER PERSON. THEREFORE IF YOU DO NOT HAVE 4 STUDENTS TO FILL A ROOM THE ASSOCIATION WILL MAKE AN EFFORT TO MATCH YOUR STUDENTS WITH STUDENTS IN THE SAME SITUATION FROM OTHER SCHOOLS. YOU MAY CHOOSE TO KEEP YOUR ROOMS TRIPLE, DOUBLE OR SINGLE AND PAY THE DIFFERENCE REFLECTED IN THE PRICES ABOVE.**

**Door Prizes**

Door prizes will be given to students and teachers throughout the convention meetings and activities. We will have French T-shirts, CDs, books, and much more. Do not miss your chance to win one of these prizes by missing a meeting!!

**Hotel Rules**

There is a charge for every local telephone call made from a room, so participants should use the pay phones. Any room service or restaurant charges must be paid upon receipt. The hotel will have a list of the rooms being used by ALCFES participants and will not allow anything to be charged to those accounts.

**Dress Codes**

We strongly suggest that participants dress well for the Saturday evening dinner banquet, by which we mean that the young men should wear a tie and that the young ladies should wear dresses or skirts or nice pants. The small break before dinner should give everyone time to prepare, and the break after will provide time to dress for the dance. A well-dressed contingency at the banquet will make a better impression on our honored guests.

**Registration**

Please be at the hotel in plenty of time to register. Registration will be held on Friday, February 19 from 4:00 to 6:30 p.m. only. There will be a teacher meeting at 7:15 p.m. **Each club will be responsible for having dinner at its convenience**. Students are also responsible for breakfast Saturday morning. The following meals will be included in your convention package: 1) the banquet Saturday evening, and 2) awards brunch Sunday morning. Transportation to the Saturday outing is included.

**CLUB MEMBERSHIP FORM/INITIAL CONVENTION DEPOSIT**

**2016 ALCFES CONVENTION**

#### du 19 au 21 février 2016

**DEPOSIT DUE POSTMARKED BY DEC. 10, 2015**

**\*IMPORTANT\*:** This completed form with a check must be postmarked no later than **December 10, 2015**.

This will insure that you will be among the first to get the latest updates.

 This deposit is non-refundable.

**SCHOOL NAME:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SPONSOR’S NAME:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SPONSOR’S EMAIL:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SCHOOL TELEPHONE NUMBER:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ESTIMATE NUMBER OF PARTICIPANTS FROM YOUR CLUB ATTENDING 2016 ALCFES**

**CONVENTION: \_\_\_\_\_\_\_\_\_**

**Fill in the next page w/tentative names of participants. Exchanges of participants are allowable.**

The estimation of students for every club allows for ALCFES to do necessary planning. You will be allowed to exchange names or increase your numbers. When your form and check arrives, your club will receive a confirmation email. If you do not provide an email address, you will receive a confirmation telephone call. The membership fee for ALCFES is **$25 per club** and must be paid at the same time with one check made payable to **ALCFES** and returned to:

**ALCFES**

**c/o Jacqueline Labat**

**St. Joseph's Academy**

**3015 Broussard St.**

**Baton Rouge, LA 70808**

***THIS FORM,$50 PER PARTICIPANT AND THE $25 ALCFES MEMBERSHIP FEE MUST BE POSTMARKED BY DECEMBER 10, 2015. Please let us remind you that only those participants whose school has registered and paid their deposit by the deadline will be considered for the scholarship competition.***

**THIS FORM, $50 DEPOSIT PER PERSON AND $25 MEMBERSHIP FEE POSTMARKED BY DEC. 10, 2015**

**Names of ALCFES 2016 Participants(this includes all chaperones)**

 Estimate Number of Rooms Total:

 \_\_\_\_\_\_Quad(s) \_\_\_\_\_\_\_ Triple(s) \_\_\_\_\_\_\_ Double(s) \_\_\_\_\_\_\_ Single(s)

SCHOOL NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TOTAL NUMBER OF STUDENTS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TOTAL NUMBER OF CHAPERONES\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TOTAL NUMBER OF PARTICIPANTS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

$25.00 CLUB FEE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TOTAL DEPOSIT AMOUNT\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**THIS DEPOSIT IS NON-REFUNDABLE**

|  |  |
| --- | --- |
| Room Number | Tentative names in each room |
| Room 1 | 1.2.3.4. |
| Room 2 | 1.2.3.4. |
| Room 3 | 1.2.3.4. |
| Room 4 | 1.2.3.4. |
| Room 5 | 1.2.3.4. |
| Room 6 | 1.2.3.4. |
| Room 7 | 1.2.3.4. |
| Room 8 | 1.2.3.4. |
| Room 9 | 1.2.3.4. |

**FINAL BALANCE POSTMARKED BY JANUARY 15, 2016.**

 **Please let us remind you that only participants whose school has paid their balance by the deadline will be considered for the scholarship competition.**

 **REGISTRATION FORM / ROOMING LIST**

**2016 ALCFES CONVENTION**

#### du 19 au 21 février 2016

**NAME OF SCHOOL:**

##### SCHOOL PHONE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ FAX NUMBER: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

##### Sponsor’s E-Mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*If you don’t have an email, you will receive a phone confirmation.

Because of the size of our convention, we are unable to allow clubs to attend or to observe parts of the convention. Any club who participates in the convention must agree to take the entire convention package. This means you must attend all meetings, take all scheduled meals, and spend two nights in the hotel. Also, please list the level of French of each of your participants so we may prepare properly for icebreakers.

This registration form will also serve as the rooming list for your club; therefore, please be sure to list students according to room assignments.

If you need to add additional rooms, please photocopy the second table. Please insert room group number in the room number column (example: 6-1, 6-2, etc.).

Don’t forget to list a T-Shirt size, S, M, L, XL, XXL. Please keep a copy of this form so you know who ordered what size, but, though we will do our best, we cannot guarantee t-shirt sizes.

For our information, please tell us the:

 Total number of French **I** students:

 Total number of French **II** students:

 Total number ofFrench **III** students:

 Total number of French **IV** students:

Total number of French **V** students: \_\_\_\_\_\_\_

 Total number of **immersion** students:

 Total number of **teachers** and chaperones:

 **Total** number of participants:

 **The Costs**

**QUAD ROOMS \_\_\_\_\_\_\_ x $210 = $\_\_\_\_\_\_\_\_**

**TRIPLE ROOMS \_\_\_\_\_\_\_ x $230 = $\_\_\_\_\_\_\_\_**

**DOUBLE ROOMS \_\_\_\_\_\_\_ x $270 = $\_\_\_\_\_\_\_\_**

**SINGLE ROOMS \_\_\_\_\_\_\_ x $380 = $\_\_\_\_\_\_\_\_**

 **TOTAL AMOUNT OWED: $\_\_\_\_\_\_\_\_**

 **Minus TOTAL DEPOSIT ALREADY PAID(please do not include the $25 club dues): $\_\_\_\_\_\_\_\_**

 **Equals TOTAL AMOUNT ENCLOSED: $\_\_\_\_\_\_\_\_**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Rm. No. | Name | Vege-tarianY/N | T-shirt Size | French Level | Gender | Check Off Cost Per Person |
|  |  |  |  |  |  | **$210** | **$230** | **$270** | **$380** |
| 1-1 |  |  |  |  |  M / F |  |  |  |  |
| 1-2 |  |  |  |  |  M / F |  |  |  |  |
| 1-3 |  |  |  |  |  M / F |  |  |  |  |
| 1-4 |  |  |  |  |  M / F |  |  |  |  |
| 2-1 |  |  |  |  |  M / F |  |  |  |  |
| 2-2 |  |  |  |  |  M / F |  |  |  |  |
| 2-3 |  |  |  |  |  M / F |  |  |  |  |
| 2-4 |  |  |  |  |  M / F |  |  |  |  |
| 3-1 |  |  |  |  |  M / F |  |  |  |  |
| 3-2 |  |  |  |  |  M / F |  |  |  |  |
| 3-3 |  |  |  |  |  M / F |  |  |  |  |
| 3-4 |  |  |  |  |  M / F |  |  |  |  |
| 4-1 |  |  |  |  |  M / F |  |  |  |  |
| 4-2 |  |  |  |  |  M / F |  |  |  |  |
| 4-3 |  |  |  |  |  M / F |  |  |  |  |
| 4-4 |  |  |  |  |  M / F |  |  |  |  |
| 5-1 |  |  |  |  |  M / F |  |  |  |  |
| 5-2 |  |  |  |  |  M / F |  |  |  |  |
| 5-3 |  |  |  |  |  M / F |  |  |  |  |
| 5-4 |  |  |  |  |  M / F |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Rm. No. | Name | VegeFoodY/N | T-shirt Size | French Level | Gender | Check Off Cost Per Person |
|  |  |  |  |  |  | **$210** | **$230** | **$270** | **$380** |
|  6 -1 |  |  |  |  |  M / F |  |  |  |  |
|  6-2 |  |  |  |  |  M / F |  |  |  |  |
|  6-3 |  |  |  |  |  M / F |  |  |  |  |
|  6-4 |  |  |  |  |  M / F |  |  |  |  |
|  7-1 |  |  |  |  |  M / F |  |  |  |  |
|  7-2 |  |  |  |  |  M / F |  |  |  |  |
|  7-3 |  |  |  |  |  M / F |  |  |  |  |
|  7-4 |  |  |  |  |  M / F |  |  |  |  |
|  8-1 |  |  |  |  |  M / F |  |  |  |  |
|  8-2 |  |  |  |  |  M / F |  |  |  |  |
|  8-3 |  |  |  |  |  M / F |  |  |  |  |
|  8-4 |  |  |  |  |  M / F |  |  |  |  |
|  9-1 |  |  |  |  |  M / F |  |  |  |  |
|  9-2 |  |  |  |  |  M / F |  |  |  |  |
|  9-3 |  |  |  |  |  M / F |  |  |  |  |
|  9-4 |  |  |  |  |  M / F |  |  |  |  |
|  10-1 |  |  |  |  |  M / F |  |  |  |  |
|  10-2 |  |  |  |  |  M / F |  |  |  |  |
|  10-3 |  |  |  |  |  M / F |  |  |  |  |
|  10-4 |  |  |  |  |  M / F |  |  |  |  |

## Description of ALCFES Officials

**Elections for the four state offices will take place by secret ballot, prepared by the Vice-President. Ballots will be taken up and tabulated at the convention. Only one candidate per school may run for a position part of the Executive Council. Regional Representatives will be voted for in regional meetings and only one Regional Representative may run per school. All speeches must be in French.**

**In order to run for a state or regional office a form must be filled out by the candidate and his/her sponsor. The form can be found in the registration packet for the upcoming convention. Specific rules are contained in the candidate form.**

THE EXECUTIVE BOARD OF ALCFES

 The Executive Board of ALCFES is comprised of the state officers (president, vice-president, secretary, and treasurer) and their Teachers/Sponsors. The Executive Board shall meet monthly to conduct business between state conventions. The state president serves as the chair of the Executive Board.

PRESIDENT

 The President presides at all general assembly(s) at State Convention and meetings of ALCFES and the Executive Board. He drafts the agenda for State Convention and works with the Sponsors in the planning of convention activities. The President communicates monthly with his officers and the Sponsors. He oversees his officers and reminds them of their responsibilities. The President appoints and serves on *ad hoc* committees.

 At State Convention the President oversees registration and greets arriving chapters. He ensures that the assembly area is set up for each general meeting and that all contests, banquet, and scholarship, etc. rooms are set up according to specifications. He oversees all aspects of convention and is expected to help in any capacity. This may include maintaining order and solving problems that arise.

 Although the President does not have a multitude of specific duties, he is the backbone of a successful ALCFES. His leadership and example are vital to the organization: he sets the mood for all activities. He is indirectly responsible for every phase of ALCFES and must see that the organization runs smoothly and efficiently.

VICE-PRESIDENT

 The Vice-President corresponds with prospective and non-renewing ALCFES members. He is the Membership Director for Louisiana. The Vice-President assumes the role of President in his absence and performs special duties assigned to him by the President. The Vice-President is responsible for organizing and buying items for the boutique. He is also responsible for all communications with governments and universities concerning scholarship donations.

SECRETARY

 The Secretary takes minutes of all meetings of the ALCFES and the Executive Board and forwards them to each Board Member in good standing. He carries out statewide correspondence and performs standard secretarial duties for the organization. He also serves as publisher of the ALCFES newsletter. He is responsible for gathering, editing, and publishing articles of interest about ALCFES at least twice yearly. The Secretary supervises the lost and found.

**TREASURER**

 The treasurer is responsible for all financial matters. He writes checks and gives the financial report at the annual convention. He is also required to complete a budget after each convention. He is responsible for collecting all door prizes given out during convention.

REGIONAL PRESIDENT

 The Regional Presidents are responsible for organizing any regional activities and encouraging new schools in their area to join. They are also responsible for updating regional representatives prior to meetings. The regional president is the person who has received the majority vote at the Regional meeting. Only a student who has declared in advance and sent in their paperwork may run for Regional president.

REGIONAL REPRESENTATIVES

 Regional Representatives attend all board meetings and aid Regional Presidents as needed.

#### Intent to Run

#### Regional Representative

#### DUE POSTMARKED BY JANUARY 15, 2016

**\*\*IMPORTANT:** If this completed qualification form is not postmarked by **January 15, 2016**, the candidate will automatically be disqualified. Candidates'speeches before the regional meeting must be ***complètement en français.* Please be aware only one candidate per school may run!!**

I, , of School declare with this statement my intent to run for the Office of Regional Representative for the 2016-2017 Congrès d'ALCFES. I understand all the conditions of holding office in ALCFES, and, if elected, I agree to attend the pre-convention meetings.

 (candidate) (date)

 (parent/guardian) (date)

Current Grade (Circle One): **Freshman Sophomore Junior**

I, as sponsor of the above student, agree to his/her candidacy and will attest to the fact the he/she is a student of French in good standing and is capable of holding office in ALCFES. I understand all the conditions of holding office in ALCFES, and, if elected, I agree to attend the pre-convention meetings throughout the state.

 (sponsor) (date)

Please give us your:

**Home** Address:

City, State, Zip:

**Home** Phone: **Home** Fax:

E-mail:

**School** Address:

City, State, Zip:

**School** Phone: ext: **School** Fax:

**Sponsor** E-mail:

**List year(s) o­f French taken and any French study programs, exchanges, or trips in which you have participated:**

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

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

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

**List high school activities, clubs, honors, and awards:**

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

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

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

**Describe in 5-6 lines why you would like to be a Regional Representative and state any plans you may have to improve this organization.**

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

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

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

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

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

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

Return to ALCFES c/o Jacqueline Labat, St. Joseph's Academy, 3015 Broussard Ave., Baton Rouge, LA 70808. Fax 225-344-5714 postmarked by January 15, 2016.

#### Intent to Run

#### State Officer ALCFES 2016

Please indicate office: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### DUE POSTMARKED BY JANUARY 15, 2016

**\*\*IMPORTANT:** **In order to run for a state office, a student must have attended at least ONE previous** **ALCFES convention.** If this completed qualification form is not postmarked by **January 15, 2016**, the candidate will automatically be disqualified. Candidates' speeches before the general assembly are to be ***complètement en français***, with an English summary if so desired.**Please be aware only one candidate per school may run!!**

I,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School declare with this statement my intent to run for the Office of for 2016-2017 Congrès d'ALCFES. I understand all the conditions of holding office in ALCFES, and, if elected, I agree to attend the pre-convention meetings throughout the state.

 (candidate) (date)

 (parent/guardian) (date)

Current Grade (Circle One): **Freshman Sophomore Junior**

I, , as sponsor of the above student, agree to his/her candidacy and will attest to the fact the he/she is a student of French in good standing and is capable of holding office in ALCFES. I will support my student, if elected, by attending the state board meetings as his/her sponsor.

 (sponsor) (date)

Please give us your:

**Home** Address:

City, State, Zip:

**Home** Phone: **Home** Fax:

E-mail:

**School** Address:

City, State, Zip:

**School** Phone: ext: **School** Fax:

**Sponsor** E-mail:

**List year(s) of French taken and any French study programs, exchanges, or trips in which you have participated:**

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

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

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

**List high school activities, clubs, honors, and awards:**

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

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

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

**Describe in 5-6 lines why you would like to be a State Officer and state any plans you may have to improve this organization.**

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

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

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

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

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

Return to ALCFES c/o Jacqueline Labat, St. Joseph's Academy, 3015 Broussard Ave., Baton Rouge, LA 70808 postmarked by January 15, 2016.

#### Intent to Run

#### Scholarship: Summer of 2016

#### DUE POSTMARKED BY JANUARY 15, 2016

**\*\*IMPORTANT:** If this completed qualification form is not postmarked by **January 15, 2015**, the candidate will automatically be disqualified.**Please be aware only one candidate per school may run!!**

I, , of School declare with this statement my intent to run for a Scholarship during the 2016 Congrès d'ALCFES. I understand that if this form is not postmarked by January 15, 2016, I will be disqualified from the scholarship competition. I also understand that if I win a scholarship, I am responsible for paying for my own transportation.

 (candidate) (date)

 (parent/guardian) (date)

2015-16 Grade (Circle One):**Freshman Sophomore Junior Senior**

I, as sponsor of the above student, agree to his/her candidacy and will attest to the fact that he/she is a student of French in good standing and is capable of holding a conversation in French for the interview. I understand all the conditions of the scholarship competition at ALCFES.

 (sponsor) (date)

Please give us your:

**Home** Address:

City, State, Zip:

**Home** Phone: **Home** Fax:

E-mail:

**School** Address:

City, State, Zip:

**School** Phone: ext: **School** Fax:

**Sponsor** E-mail:

**\*PLEASE LET US REMIND YOU THAT ONLY PARTICIPANTS WHOSE SCHOOL HAS REGISTERED AND PAID THEIR DEPOSIT BY THE DEADLINE WILL BE CONSIDERED FOR THE SCHOLARSHIP COMPETITION.**

**\*PLEASE NOTE THAT ACCEPTING A SCHOLARSHIP MEANS THAT THE RECIPIENT IS RESPONSIBLE FOR ALL TRANSPORTATION FEES.**

**Return to ALCFES c/o Jacqueline Labat, St. Joseph's Academy, 3015 Broussard Ave., Baton Rouge, LA 70808. Fax 225-344-5714 postmarked by January 15, 2016.**

###  ACTIVITY/COMPETITION REGISTRATION FORM\_\_\_

### DUE POSTMARKED BY JANUARY 15, 2016

###

**\*Important:** This form must be postmarked at the **latest, by JANUARY 15, 2016**, the deadline, or the school's contestant(s) will not be eligible to compete in the competitions.

**Name of School**

Please place a **√** next to all activities/competitions your club plans to enter.

I. NON-COMPETITIVE ACTIVITIES

 **OPEN MIC Performance(s)**

**OPEN MIC is an opportunity for student’s to exhibit different French or French influenced performances for their peers in a non-competitive atmosphere. Previous exhibitions have included instrumental, vocal, and rhetorical performances. The purpose of the event is to have fun and promote the French language and the interschool community**

II. GROUP COMPETITIONS

 **Skit Competition** (Beginner and Advanced Levels)

 Circle Level (only one, please): **Beginner Advanced**

 The title of our skit is: (Optional)

 We will need:

 \_\_\_\_\_\_\_\_ Scrapbook Competition

 \_\_\_\_\_\_\_\_Banner Competition

 \_\_\_\_\_\_\_\_Vocal Music Competition

 \_\_\_\_\_\_\_\_ Creative Writing Competition

 \_\_\_\_\_\_\_\_ Video Competition

III. INDIVIDUAL STUDENT COMPETITIONS

 \_\_\_\_\_\_\_\_ Spelling Bee, Beginner Level

 Candidate's Name:

 \_\_\_\_\_\_\_\_ Cultural Quiz Bee, Advanced Level

 Candidate's Name:

 \_\_\_\_\_\_\_\_ Scholarship Competition

 Candidate's Name:

**Return this form to:**

**ALCFES**

**c/o Jacqueline Labat**

**St. Joseph's Academy**

**3015 Broussard St.**

**Baton Rouge, LA 70808**

**\*\*\* IMPORTANT \*\*\* MUST READ \*\*\***

 **SCHOLARSHIP COMPETITION RULES**

1.Scholarships are only available to students who HAVE NOT previously won a scholarship through ALCFES

2. **One student** from each school will be allowed to compete for a *Bourse linguistique de courte durée* (summer scholarship) in France, Québec, Nova Scotia, or Belgium. Scholarship sponsors are requiring that the candidates be either juniors or seniors at the time of the scholarship competition. Certain scholarships require that a student be 18 by the time of the trip.

3. On Friday, these contestants will take a written test and will then be called upon to pass an oral interview (en français) with a panel of judges consisting of representatives of the four governments involved: Louisiana, France, Belgium, and Canada. This means that the scholarship contestants may not be free to attend the other activities held during the time at which the test is administered on Friday.

4. The scholarships will be awarded by the panel of Judges from their respective organizations according to competitors’ ages and qualifications

\*\*Please note that scholarships are dependent upon grants from CODOFIL, foreign governments, and private institutions. Therefore the offerings may differ from year to year.\*\*

 **Louisiana Association of High School French Clubs**

**SKIT COMPETITION RULES**

**BEGINNER AND ADVANCED LEVELS**

1. The skit competition is divided into **two separate levels.** The **Beginner Level** will be comprised of French I and French II students only. The **Advanced Level** may be comprised of French I, II, III, IV, and V students. A school can enter the skit competition in both or either level. Participants are requested to include the name of their skit with all other information in the registration form. If a school plans to enter a skit using one or more participants above French II, that skit must be entered in the **Advanced Level**.

2. There is a **time limit of 3 to 5 minutes** per skit presentation. A skit will be automatically disqualified if extended beyond the **5 minute limit**. This can be avoided if the skit is timed during practice. There is also a **time limit of 3 minutes for setup preparation** between skits.

3. Skits will be judged on **originality**, usage of French, and audience appeal. No special credit will be given for elaborate costumes or scenery.

**\*\*Teachers should approve all skits prior to performance for appropriateness. \*\***

**NOTE: Since other competitive activities may overlap the skit competition, avoid entering students in the skit competition if they are participating in other events.**

#### SPELLING BEE COMPETITION RULES

**BEGINNER LEVEL**

1. This contest is open to French I and French II students **only**. Each school is allowed **one** contestant.

2. The general format of this contest is that of an English spelling bee. Each student takes a turn at spelling a word pronounced by the Quiz Master. If incorrect, the student cashes in his/her “chance” and then is disqualified after the second misspelled word.

3. The target words will be French and the contestant must spell them using the French alphabet. Each contestant must first pronounce the target word, spell it, then pronounce it again to complete his/her response. The participant must consistently spell the words given him/her correctly in correct French letters and accents. If a contestant realizes **before he/she has finished spelling the word** that he/she has mispronounced a letter or given the wrong letter, he/she may begin spelling the word again **one time only without penalty**. The penalty is disqualification.

4. The words used in the spelling bee will be taken from AMSCO School Publications, French, First Year, workbook, c. 1996, pp. 365- 394. This workbook can be found in many French classrooms. If you do not have a copy, you can purchase one from the School Book Company of Louisiana, 2630 Daisy Avenue, Baton Rouge, Louisiana 70805, or call them toll free at 1-800-272-3055.

5. The officials of the contest will be a quiz master (M. C.), a judge-scorekeeper, and a timekeeper/bell ringer.

6. The quiz master will pronounce the target word, give a sentence illustrating its correct use, then pronounce the word again. The timekeeper will call time at the end of a minute if no correct answer has been given.

7. The judge will determine if an answer given by the participant is correct. The judge may eliminate a contestant for the following reasons: incorrect spelling, incorrect pronunciation of the French alphabet, non-observance of the one-minute time limit, assistance from the audience.\*

8. The Quiz Bee Level I (Spelling Bee) will be held at the same time as other events. **This means that a school's contestant cannot participate in a concurrent event**. This event will begin promptly at the designated time. Any contestants not present at this time will be disqualified.

9. The last remaining contestant wins the competition.

\* Please note that **NO** assistance from the audience will be tolerated. If anyone from the audience gives the contestant the answer, the contestant is automatically disqualified.

**QUIZ BEE COMPETITION RULES**

**ADVANCED LEVEL**

1. Students will answer questions about various classic elements of French culture.

2. All answers will be delivered in French and will be judged for correctness with regard to content and to ability to speak in French

**FRENCH FILM COMPETITION RULES**

1. Each school is to create a short original film highlighting the convention theme.

2. There is a minimum time limit of three minutes and a **maximum time limit of four minutes. Entries will be disqualified if they exceed the time limit.**

3. Entries are encouraged to stress originality, spirit, and the usage of French as well as the Convention theme.

4. The entries will be highlighted throughout the convention.

**SCRAPBOOK COMPETITION RULES**

1. All captions and narratives must be in French.
2. The scrapbook should contain only activities from the previous convention to the present convention.
3. Scrapbooks should be placed on the designated exhibit table upon arrival Friday evening and can be picked up on Saturday evening.

#### BANNER COMPETITION RULES

1. All slogans, logos, mottos, etc., must be in French and must reflect this year's theme.
2. Each competing school must present a new banner each year.
3. Each banner must measure **no more than 1 m. x 1 ½ m.** **The banner will be disqualified from the competition if it exceeds 1 m. X 1 ½ m.** The banner may be made out of any pliable material, for example, cloth, paper, canvas, etc. Your club must attach the school number assigned when it is registered.
4. Elaborate materials and designs are not necessary. Banners will be judged for content, originality, and correctness of French, as well as presentation. Awards will be given in two categories: best artistic presentation and best representation of convention theme.
5. Please choose two club members to carry your banner in the parade.

#### VOCAL MUSIC COMPETITION

1. Each school may enter one vocal music number with no more than 3 people.

2. Accompaniment is allowed live or on cassette (All instruments and/or musical equipment must be supplied by the student(s).

3. Songs must be sung in French.

4. Three copies of the lyrics must be provided to the judges.

5. There is a time limit of four minutes for each entry. Any school exceeding these limits WILL BE

 DISQUALIFIED.

7. Entries will be judged on musical talent, entertainment, preparation, and usage of French.

8. Any student participating in the vocal music competition CANNOT participate in other competitions (skit, quiz bee, etc.)

**CREATIVE WRITING**

#### 1. Description: A maximum of three students from the same school will form a group and write a story using at least eight of ten pictures, which will be provided at the competition. The objective of the competition is to write the most creative and imaginative story using correct French grammar. French-English dictionaries are permitted but must be provided by the students. The students will have one hour to complete their story. Students will not write their names on the paper. The students will write their school’s assigned number (to insure fair judging).

#### 2. Rubric: Points Possible

####  Vocabulary, Spelling, Grammar, Clarity: 50 points

####  Creativity: 50 points

####  TOTAL: 100 points

#### \*\*Students will be penalized for using fewer than 8 pictures.

#### 3. A panel of judges will read each story and give them scores using the rubric in # 2. The average score

####  received by each story will be used to determine the winner. The stories will be marked with the highest average score receiving 1st place.

#### 4. Each school will be allowed to enter one team of participants. A team will consist of a maximum of three students of any level of French.

#### (The authors of the winning story will read their story at the closing session on Sunday.)

#### ALCFES RULES FOR CONVENTION BEHAVIOR

1. A sponsor (teacher, parent, chaperone) must accompany each school at all times. **FOR EVERY 15 STUDENTS, THERE MUST BE ONE CHAPERONE.**
2. Sponsors and convention organizers have the right to correct students from other schools if those students are found violating convention rules.
3. ALCFES allows students to sit with other schools at General Assemblies. This encourages exchanges of ideas and student interaction. However, the final decision is left up to the school sponsor who is accountable for his/her students.
4. Curfew has been defined as **thirty minutes** after the end of the last scheduled activity. For example, if the dance ends at 12:30 a.m., curfew is 1:00 a.m. At the time of curfew, every student is to be in his/her assigned room. A sponsor should make a room check at the time of curfew.
5. It should be understood that when a student or sponsor registers for the convention, he/she is agreeing to attend **all** scheduled meetings and activities. Students will not be allowed to leave a meeting without a designated pass from his/her sponsor. Attendance at all activities also includes attendance at the dance. We ask that no club plan private celebrations or meetings during the dance.
6. Nametags **must** be worn at all times. This is for student safety and for school identification in the event students are violating convention rules. (We also want to know who's doing well!)
7. Any student found responsible for damaging hotel property will be required to make full restitution.
8. Any student who continuously disrupts meetings or activities, or who has in his/her possession drugs or alcohol, will be sent home. A letter will later be sent to that student's school principal.
9. Each student attending the convention is required to sign the ***Pledge d'Honneur,*** which must be countersigned by one parent and the student's teacher.

**\*\*Students found speaking in French to each other, to state officers, to sponsors or to chaperons, will be justly rewarded. Ask about these rewards, but remember to try asking in French.\*\***

**The Pledge d’Honneur may be brought with the teacher to convention. It is not necessary to pay for postage.**

 **ASSOCIATION LOUISIANAISE DE CLUBS FRANÇAIS**

**DES ÉCOLES SECONDAIRES**

**PLEDGE D'HONNEUR**

(*Sponsor, please bring these forms with you to Convention)*

I, , understand that it is a privilege to participate in le Congrès de l'Association Louisianaise de Clubs Français des Écoles Secondaires. I, therefore, pledge to abide by the ALCFES Rules of Convention Behavior while attending the Congrès.

Student’s Signature

 Name:

 Parent:

 School:

I, , as sponsor of this school's French Club, do certify that this student has signed the ***Pledge d'Honneur*** and understands the convention rules for behavior, guidelines, rules for all activities, and candidate qualification sheets.

Sponsor’s Signature

**Note: Please make one copy for each participant.**

**PHOTO and MEDIA RELEASE FORM**

 I give my permission for my child, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, to be photographed and recorded at ALCFES for archival and publicity purposes.

School \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sponsor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parental Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Note: Please make one copy for each participant**

 **DON'T FORGET...**

Final Rooming Lists must be postmarked by midnight **January 15, 2016**

 Mail to: ALCFES—Jacqueline Labat c/o Saint Joseph’s Academy

 3015 Broussard Street

 Baton Rouge, Louisiana 70808

PHONE: (225) 388-2215

FAX: (225) 344-5714

Please note the registration is **non-refundable**. However, a school may substitute names for the rooming list if necessary.

**\*\*\* Please make ONE CHECK ONLY per participating school**

**Make your ONE CHECK payable to ALCFES \*\*\***

**Clubs sending individual checks for each club member will have registrations returned to them. Thank you for your cooperation.**

**You will receive an e-mail confirmation of your registration.**

(If you don’t receive confirmation by January 22, 2016, please email ALCFES at congresalcfes@gmail.com)

**\*\*\*\*\* Teachers' Meeting \*\*\*\*\***

A short teachers' meeting will be held on Friday evening and Saturday morning of Convention. We will review the convention schedule and rules, and announce any changes, additions, etc.

Please note that the following forms must be returned with registration postmarked **January 15, 2016** if they have not already been sent earlier with registration. Failure to turn in forms BEFORE the convention will result in disqualification from contests.

1. Activity registration form, i.e. scholarship, skit, quiz bee, etc.
2. Regional Representative Qualification form.
3. State Candidate Qualification form.
4. Scholarship Candidate form.

 **\*\*\*\* Only ONE CHECK per school PLEASE \*\*\*\***