



REGISTRATION GUIDE

ACADEMY FOR
CHAPTER EXCELLENCE

CONNECT WITH ALABAMA CTSO



LEARN MORE AT [ALABAMACTSO.ORG/ACE](https://alabamactso.org/ace)

Academy for
Chapter
Excellence



EVENT ESSENTIALS

EVENT ESSENTIALS

Become an ACE in your chapter and attend the Academy for Chapter Excellence! This one-day program is designed for chapter leaders to gain the leadership and officer skills to effectively lead

their CTSO programs at the local chapter level. Chapter leaders and advisors from all CTSOs will gather to network, share best practices, discuss ideas, and grow their leadership.

ACE INCLUDES TRAINING IN THE FOLLOWING AREAS:

- Leadership Skills
- Chapter Meeting Management
- Officer Roles
- Networking
- Professionalism
- Goal Setting
- Fundraising
- Competition Preparation

ONE EVENT FIVE OPPORTUNITIES



FLORENCE

Monday, September 11, 2023
Marriott Shoals Hotel & Spa
10 Hightower Place
Florence, AL 35630
Limited to 350 Attendees



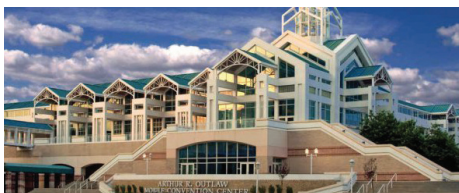
BIRMINGHAM

Tuesday, September 12, 2023
Hyatt Regency Birmingham
- The Wynfrey Hotel
1000 Galleria Cir
Birmingham, AL 35244
Limited to 500 Attendees



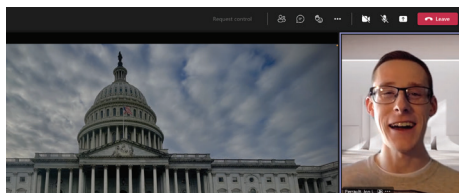
PRATTVILLE

Wednesday, September 13, 2023
Montgomery Marriott Prattville
Hotel & Conference Center at
Capitol Hill
2500 Legends Circle
Prattville, AL 36066
Limited to 350 Attendees



MOBILE

Thursday, September 14, 2023
Mobile Convention Center
1 S Water St
Mobile, AL 36602
Limited to 350 Attendees



VIRTUAL

Saturday, September 23, 2023
A virtual option hosted live via Zoom will be available for chapter leaders who cannot join in person to participate.

REGISTRATION SUPPORT TEAM



SEND US AN EMAIL
register@alabamactso.org



GIVE US A CALL
334-450-2723
(8:00 A.M.–5:00 P.M. CST)



SEND PAYMENTS TO
P.O. Box 1440
Owasso, OK 74055
(Payments also accepted online)

Update for 2023: Payments should be made payable to the Alabama CTE Leadership Council.

IMPORTANT REGISTRATION NOTES

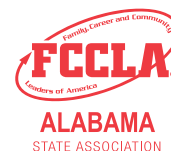
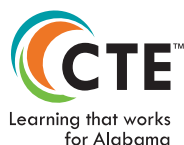
Your confirmation from the registration system is your invoice for payment. Once registration has been submitted by the local advisor, registration is considered final and the school and/or chapter will be responsible for paying the balance in full. No cancellations are allowed.



ONE EVENT FIVE OPPORTUNITIES

Chapters can choose the day and location that fits your schedule best! Join us in person in Florence, Birmingham, Prattville, or Mobile; or join us on Zoom for the live virtual half-day training program.

Alabama ACE is presented by the Alabama State Department of Education in partnership with the Alabama CTE Leadership Council. Student attendees are members of Alabama's Career and Technical Student Organizations and CTE programs.



REGISTRATION DEADLINES



IN-PERSON

Until Each Location Reaches Capacity (up until Friday, September 1)

Registration for each in-person event has limited capacity. Register and submit payment early so you can guarantee your spot. Registration will be open until each location reaches capacity, or up until Friday, September 1.

VIRTUAL

Early Registration

Friday, September 8

Chapters that register early will receive their conference materials shipped directly to the advisor prior to the start of the event!

Regular Registration

Saturday, September 23

Virtual attendees can register up until the day of the event, space permitting! Chapters that register by this date will still receive conference materials shipped directly to the advisor after the event. Virtual ACE is limited to the first 25 chapters.

EVENT ESSENTIALS



DATES AND LOCATIONS

Monday, September 11: Florence
Tuesday, September 12: Birmingham
Wednesday, September 13: Prattville
Thursday, September 14: Mobile
Saturday, September 23: Virtual



REGISTRATION FEE

In-Person: \$25 per attendee
(Complimentary for state officers.)
The registration fee includes a box lunch, venue and facility charges, training program, and an attendee gift.



REGISTRATION FEE

Virtual: \$125 per chapter
Chapters attending and participating in the live training program will receive a swag box mailed to your school.

CONNECT WITH ALABAMA CTSO



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/ALJLDC



Alabama CTSO



PROGRAM PREVIEW

EVENT SCHEDULE

SCHEDULE IS TENTATIVE AND SUBJECT TO CHANGE. FOR THE LATEST CONFERENCE SCHEDULE, PLEASE VISIT ALABAMACTSO.ORG/ACE.

IN-PERSON EXPERIENCE

8:00 AM–8:45 AM	CHAPTER CHECK-IN
9:00 AM–9:45 AM	KICKOFF WITH KEYNOTE MESSAGE & NETWORKING ACTIVITY
10:00 AM–10:45 AM	BREAKOUT SESSION 1
11:00 AM–11:45 AM	BREAKOUT SESSION 2
11:45 AM–12:30 PM	LUNCH
12:30 PM–1:00 PM	CTSO NETWORKING ACTIVITY
1:00 PM–1:45 PM	BREAKOUT SESSION 3
2:00 PM–2:30 PM	CLOSING SESSION

VIRTUAL EXPERIENCE

9:00 AM–9:45 AM	KICKOFF WITH KEYNOTE MESSAGE AND NETWORKING ACTIVITY
9:55 AM–10:25 AM	BREAKOUT SESSION 1
10:35 AM–11:05 AM	BREAKOUT SESSION 2
11:15 AM–11:45 AM	BREAKOUT SESSION 3
11:55 AM–12:30 PM	CLOSING SESSION



LEADER UNIVERSITY IS IN SESSION!

CTSO student leaders will experience a higher level of learning at LEADER UNIVERSITY! This next-level training will have every student leader not only majoring in leadership, but also minoring in key leadership voices, positions, industries, and more. When your officers leave Leader University, they will leave with more than just a diploma. They will leave ready to lead their members to growth and success!

VIRTUAL EXPERIENCE

Can't make the in-person experience? Not to worry, you can join us virtually! ACE will include a four-hour virtual program designed for chapters to attend as a team. Virtual ACE is limited to the first 25 chapters.

LEADER SWAG BOX

Get started at Leader University with a leader swag box for each chapter! Included in the box are Leader University themed resources to complement the virtual training and swag for leaders to enjoy. Everything is pre-packaged and sent directly to your school so you can be ready for Leader University! The leader swag box is only sent to chapters attending virtually. Every person attending the in-person opportunities will receive a swag gift.

MAXIMIZE YOUR TIME AT LEADER UNIVERSITY WITH THE QUEST!

Get the most out of Leader University at ACE this year by participating in The Quest! This interactive experience will present you with many challenges to complete throughout the day to earn points! From attending workshops or networking with other chapter and state leaders, to showing your CTSO pride, participate in challenges with your phone in hand for a chance to win prizes during the closing session!

KEYNOTE SPEAKER



PATTY HENDRICKSON

Patty Hendrickson is an expert in leadership development for the whole person. Patty works with organizations that want to grow leaders with people who want more out of life. Patty is a former CTSO member and leader who will help chapter leaders understand the important role they play in guiding their chapters in the year ahead!

BREAKOUT SESSIONS

ACE will feature a wide range of workshops to help chapter leaders find training and resources on personal leadership skills, marketing and recruitment, supporting members in competition, developing and executing a program of work, and more! Chapter leadership teams will be able to attend workshops together, or separately, to make sure they get the most out of the opportunity and bring value home to their chapter members.



CHAPTER PRESIDENTS SESSION

BECOME A LEADER WORTH FOLLOWING

What does it mean to be a leader worth following, and are you one? Just like the core of an athlete is vitally important to success, the core of a leader is no different! In this session you will learn tools to better lead yourself, your chapter, and your members!

PRESIDENTS' MASTER CLASS: EFFECTIVE TEAM LEADERSHIP 101

What does it mean to be a leader worth following, and are you one? Just like the core of an athlete is vitally important to success, the core of a leader is no different! In this session you will learn tools to better lead yourself, your chapter leadership, and your members!

ADVISOR SESSIONS

HOW TO OVERCOME SENIOR-IT IS... WHEN YOU'RE NOT A SENIOR

Healthy CTSO Advisors lead healthy Chapters and healthy Chapters produce prepared and confident students as they graduate high school and are off to their next step in their journey! In this session, advisors will learn key leadership tools to help them be more present and productive and manage the stress and burnout that comes with setting and achieving high expectations as a chapter advisor.

HOW TO UTILIZE & EMPOWER YOUR TEAM

Learn key strategies to helping form, train, and lead a high performing chapter officer team! From training a new team, forming a program of work, to succession, CTSO advisors will leave this session equipped to elevate their chapter leaders and their members.



BREAKOUT SESSIONS

SKILL SESSIONS

CAMPUS BUZZ: GETTING THE WORD OUT ABOUT YOUR CTSO!

Is your chapter trending on campus? Social media can be an incredibly useful way to communicate with current and potential members, and help tell the story of your success to attract more support from your school and community. In this workshop, learn key strategies to help your chapter optimize social media for success!

DISCOVER YOUR LEADERSHIP VOICE

Leaders who thrive know that high performing teams takes great respect and regard for every voice at the table. Officers will learn a cutting-edge way to communicate and discover the five voices we each have and how to value them and create a winning environment where everyone can evolve and bring their best.

FUNDRAISING FRENZY

Do you have a list of things you want to do with your chapter, but don't have the funds to make it happen? Now you'll have the opportunity to learn tried-and-true fundraising techniques, brainstorm new ideas with other chapter leaders, and have time to come up with their own fundraising plan of action.

GETTING BEYOND BUSY – ENGAGING YOURSELF WITH THOSE YOU IMPACT

In this dynamic and high energy session with leadership and education expert Patty Hendrickson you'll discover techniques to get beyond busy. You'll gain insights into mindset and skill sets that will help you engage yourself and have greater impact with those you lead, serve, and teach!

GOING FOR GROWTH WITH YOUR PROGRAM OF WORK

A program of work is simply a strategic plan or business plan but designed for your CTSO chapter to use in planning your year. Come discover how the best chapters take flight to organize and strategize and build a year of great opportunities for members!

H.A.B.I.T.S. FOR TEAM SUCCESS

Where does all of the time go? If you've ever questioned how in the world, you'll possibly find time to accomplish your team goals and have time for a social life, this session is for you. While you can't create more hours in a day, you can create new practices and habits that will make you a master of your own time! This session will give you advice and tools you can use to get more done!

IT IS ABOUT TIME!

How do you be present and productive when there isn't enough time? All too often people go through life without truly connecting—and can, as a result, miss out on experiences and relationships that have the power to bring them great joy. Learn how to shift into the right gear at the right time so that you can grow in your relational intelligence and increase your influence personally, professionally, and in your community.

LEADERSHIP SKILLS FOR LIFE

Leadership isn't a position, it's a lifestyle. Learn the skills that students need to be successful students and CTSO leaders and how these same skills will continue to bring you success in each next step you take throughout your life!

RUSH RECRUITING FOR YOUR CTSO

As an officer, you know all the great benefits of being a part of your CTSO – how do you help others see those benefits and take advantage by becoming members? Learn fresh and innovative ideas in this workshop as we create effective recruiting campaigns for you to immediately implement for your chapters so you can fill every seat at the table of your CTSO!



PROMOTING ACE

CLASSROOM CONNECTION

ACE WILL REINFORCE ESSENTIAL 21ST CENTURY SKILLS, INCLUDING:



CREATIVITY +
INNOVATION



COMMUNICATION +
COLLABORATION



INITIATIVE +
SELF-DIRECTION



SOCIAL + CROSS-
CULTURAL SKILLS



LEADERSHIP +
RESPONSIBILITY

2023 ACE PROMO VIDEO



2022 ACE FLASHBACK





REGISTRATION RESOURCES

KEY INFORMATION

REGISTRATION LINK: [ALABAMACTSO.ORG/ACE](https://alabamactso.org/ace)

IN-PERSON

Friday, September 1

Registration for each in-person event has limited capacity. Register and submit payment early so you can guarantee your spot. Registration will be open until each location reaches the limit, or until Friday, September 1.

IN-PERSON ATTENDEE REGISTRATION INCLUDES:

- Keynote Speakers, Trainers, and Presenters
- Registration Services
- Event Resources and Promotions
- Lunch for Every Attendee (Box Lunch)
- Facility Access and Materials

VIRTUAL

Early Registration

Friday, September 8

Chapters that register early will receive their conference materials shipped directly to the advisor prior to the start of the event!

Regular Registration

Saturday, September 23

Virtual attendees can register up until the day of the event, space permitting! Chapters that register by this date will still receive conference materials shipped directly to the advisor after the event. Virtual ACE is limited to the first 25 chapters.

VIRTUAL ALL-ACCESS PASS INCLUDES:

- Keynote Speakers, Trainers, and Presenters
- Virtual Systems, Platform, and Access
- Registration Services
- Event Promotions

IMPORTANT REGISTRATION NOTES

- Your confirmation from the registration system is your invoice for payment. Once registration has been submitted by the local advisor, registration is considered final and the school and/or chapter will be responsible for paying the balance in full.
- Chapters can substitute attendees, but no changes to chapter attendance totals are allowed.
- Chapters will be ineligible to attend ACE if they have a remaining unpaid balance from ACE 2022 and/or JLDC 2022.
- Unpaid balances will be sent to the local CTE director for follow-up after 90 days.
- State officer registration is complimentary and local advisors can include state officers in their registration submission.
- The registration system allows for a local advisor to register and chaperone students from multiple CTSOs within the same school.

The Academy of Chapter Excellence is a premier CTSO training event open to all Alabama CTE+CTSO chapters and funded through a variety of sources. Registration and program expenses for ACE are underwritten by partners and supporters, including the Alabama State Department of Education and the Alabama CTE Leadership Council.

DRESS CODE

- **GENTLEMEN:** Collared shirt with slacks and appropriate shoes.
- **LADIES:** Dress blouse with either slacks or skirts (appropriate length) and appropriate shoes.
- **INAPPROPRIATE DRESS:** Tank tops, mid-riff tops, t-shirt with suggestive words or pictures, denim pants or skirts, mini-skirts, shorts, overalls, tennis shoes, sandals, and/or mules.



FORMS AND IMPORTANT DOCUMENTS

All students participating in the Academy for Chapter Excellence (ACE) and/or Joint Leadership Development Conference (JLDC) must sign the **Permission/Participant Form**, and all advisors (teacher chaperones) must complete the **Advisor Statement of Assurance Form**. Advisors must also have a completed copy of the **Permission/Participant Form** for each student participating in ACE and/or JLDC in their possession for the duration of the student's experience (either in-person or virtual).

- The Advisor Statement of Assurance Form will be submitted electronically as part of the registration process.

- All forms are available on the Alabama CTSO website.
- Payments should be made out to the "Alabama CTE Leadership Council".
- The Alabama CTE Leadership Council W-9 form is also available for download on the Alabama CTSO website. Please share this information with school bookkeepers.



[ALABAMACTSO.ORG/ACE](https://alabamactso.org/ace)