



the COLLAB

REGISTRATION INFORMATION

OCTOBER 7 - 8, 2024
KALAHARI RESORTS | ROUND ROCK, TX

A CONFERENCE FOR BUSINESS, MARKETING, FINANCE, HOSPITALITY,
MANAGEMENT & ENTREPRENEURSHIP TEACHERS ACROSS TEXAS

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the **COLLAB**

2024 Registration Information

Conference Description:	The Collab, hosted by Texas DECA, Texas FBLA and Texas BPA is a conference for business marketing, finance, hospitality, management & entrepreneurship teachers across Texas. Educators, administrators and corporate partners will come together at The Collab to learn from each other, share ideas, and grow as we all aspire to help our students achieve personal success through Career and Technical Education.
Conference Date:	Monday, October 7 – Tuesday, October 8, 2024
Conference Location:	Kalahari Resorts Convention Center 3001 Kalahari Boulevard Round Rock, TX 78665
Conference Registration Fee: How to Register	Teachers – \$199 Administrators – \$199 Late Registration Fee If Added 9/7-9/13 - \$224
Administrator Discount Offer:	We want Administrators to come support and collaborate with fellow CTE administrators and teachers, and with this in mind, we are offering discounted registration for those that bring teachers to The Collab! 3 Teachers from your School/District: \$99 Registration Fee 5 Teachers from your School/District: FREE Registration <i>To have the discount applied to your invoice, please contact shankle@texasdeca.org</i>
Registration Deadline:	Friday, September 6, 2024
Late Registration Deadline:	Friday, September 13, 2024
Registration Link:	bit.ly/24collabreg
Remit Registration Payments to:	Texas DECA 6642 N. Riverside Dr. #610 Fort Worth, TX 76137
Registration Payment Deadline:	Monday, October 4, 2024 Payments made after this deadline may incur a late fee in the amount of 5% of the amount due, with a minimum of \$25. www.texasdeca.org/txdecaresources/latepaymentpolicy

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Housing Accommodations:

The cutoff for housing is **September 6, 2024**.

Kalahari Resorts

3001 Kalahari Boulevard
Round Rock, TX 78665

\$200.56 per night per room with State Hotel Occupancy Tax Exemption.

Rate: \$169
Resort Fee: \$15
City Taxes (9%): \$16.56

\$211.60 per night per room without State Hotel Occupancy Tax Exemption.

Rate: \$169
Resort Fee: \$15
City Taxes (9%): \$16.56
State Taxes (6%): \$11.04

If the block fills before then, we will work to add additional rooms or an overflow block as needed.

Register/Pay Housing:

You will have the option to pay with a credit card or select the PO process when you register for housing.

Housing registration and payments will be made through Kalahari NOT through Texas DECA, Texas BPA, or Texas FBLA.

Please review the hotel's cancellation policy during the booking process to review the financial obligations associated with your hotel room.

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2024 Registration Information

REGISTRATION

1. Registration is due Friday, September 6, 2024
 - a. Late Registration Window: September 7-13, 2024
 - b. Registration will CLOSE at 5:00 pm CT on Friday, September 13, 2024.
2. All registration will be completed online
3. How to complete online registration:
 - a. Go to bit.ly/24collabreg
 - b. You can choose to register as a school or as a CTSO/Chapter (Ex: Liberty High School or Seguin High School BPA)
 - c. You will indicate how many individuals you are registering and break down how many are teachers and administrators.
 - d. You will provide name and contact information for each attendee, and answer the following questions:
 - i. Attendee Role
 - ii. CTSO Affiliation (if any)
 - iii. Interest in leading a curriculum roundtable
 - iv. Interest in leading a CTSO roundtable
 - v. Interest in leading a workshop
 - vi. Food allergies/dietary restrictions
4. You will then select your payment type (Credit Card or School Check)
5. Review the Statement of Acknowledgement: I understand that my submission of this registration form will indicate the intention to attend The Collab conference held October 7-8, 2024 and that I will receive an invoice for the registration fees as detailed here and in the registration packet. I agree to pay the invoice by the payment deadline. Failure to pay by the October 4th deadline may result in late fees added to this invoice. I understand that no changes/refunds/cancellations will be allowed after the September 13th registration deadline.
6. After you've submitted your registration, you will receive an invoice via email. PLEASE, have a copy of the invoice included with your payment (*this is very important as many school districts have multiple chapters/schools*).
7. You will be emailed a receipt once payment has been received and processed.

If you need to make changes after submitting your registration, call 817-900-8037.
NO changes or refunds will be made after registration closes on September 13, 2024.

POs are not accepted as a form of payment.

Remit all Payments to:
Texas DECA
6642 N. Riverside Dr
Suite 610
Fort Worth, TX 76137

the **COLLAB** 2024 Registration Information

WOULD YOU LIKE TO PROVIDE CONTENT?

We are looking for presenters for The Collab Conference 2024. The conference will be held at the Kalahari Resort in Round Rock (North Austin area) on October 7-8, 2024.

Presenters will lead a 40-minute workshop for an audience of 40-70 fellow educators/admin.

Submit your workshop proposal below. Your registration cost will be reduced by \$50 (from \$199) if selected to present. Housing will be at your expense.

Include a summary of your proposed workshop that will be shared in The Collab program and online. Any printed handouts for use on-site will be printed ahead of time and provided to you. All materials should be made digitally available to all participants following the training.

Workshop Ideas:

- CTSO Specific (Competitive Event, Chapter Strategies, Campaigns)
- Student Group General (Working With Student Leaders, Traveling With Teens, Fundraising)
- School-Store Focused
- Classroom Focused – Do you have a fun project that you want to share? Do you want to lead a focus group session on a course like Work-Based Learning? How do you incorporate the community/business into your classroom?
- Classroom Enhancement Ideas
- Industry-Based Certifications
- Connecting with Alumni
- Incorporating Parents Into Your Program
- You Decide!

Submit a content proposal here: bit.ly/collabpresenterproposal

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2024 Registration Information

TENTATIVE AGENDA

MONDAY, OCTOBER 7

8:00 AM – 8:45 AM	Conference Check-In <i>Registration: Registration Desk 4, Lower Lobby Level</i>
8:45 AM – 9:30 AM	Opening Session <i>Kilimanjaro 5</i>
9:45 AM – 10:30 AM	Workshops Round #1
10:40 AM – 11:25 AM	Workshops Round #2
11:35 AM – 12:20 PM	Workshops Round #3
12:30 PM - 1:30 PM	Lunch & Learn <i>Kilimanjaro 5</i>
1:40 PM – 2:20 PM	Workshops Round #4
2:30 PM – 3:10 PM	Workshops Round #5
3:20 PM – 4:05 PM	Workshops Round #6
4:15 PM – 5:00 PM	Workshops Round #7

A variety of workshops and roundtables will be offered during each round.

* Schedule is tentative and may change prior to the conference.

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2024 Registration Information

TENTATIVE AGENDA

TUESDAY, OCTOBER 8

8:30 AM – 9:30 AM	Curriculum Roundtables <i>Kilimanjaro 5</i>
9:40 AM – 10:25 AM	Workshops Round #8
10:35 AM – 11:20 AM	Workshops Round #9
11:30 AM – 12:15 PM	Workshops Round #10
12:30 PM - 1:30 PM	Lunch & Learn <i>Kilimanjaro 5</i>
1:40 PM – 2:25 PM	Workshops Round #11
2:35 PM – 3:00 PM	Conference Wrap-Up & Giveaways

A variety of workshops and roundtables will be offered during each round.

* Schedule is tentative and may change prior to the conference.

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2024 Registration Information

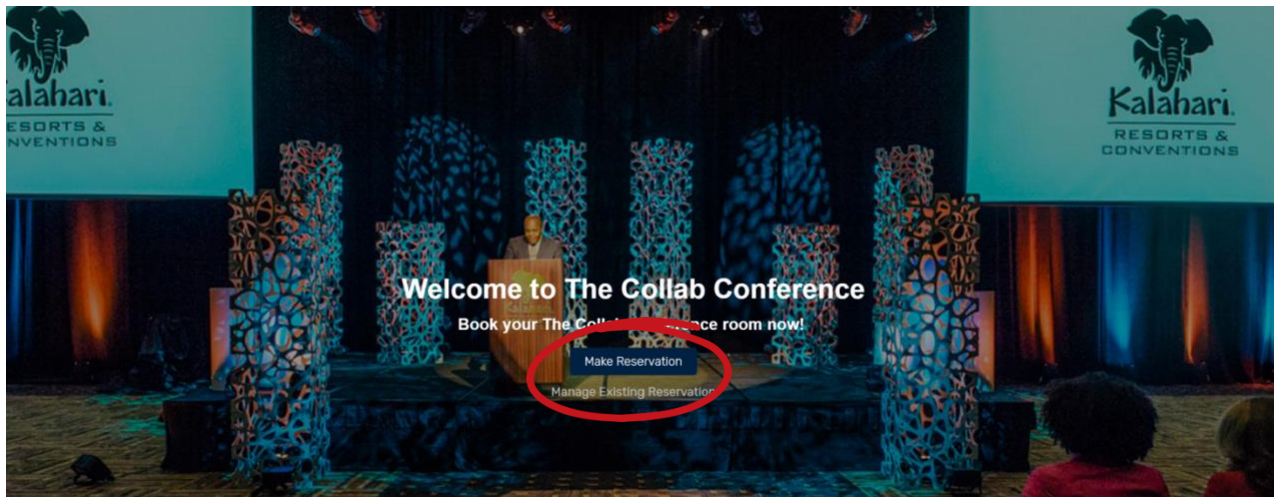
HOTEL RESERVATIONS

Housing reservations will be made with and paid directly to Kalahari Resorts & Conventions using the steps below.

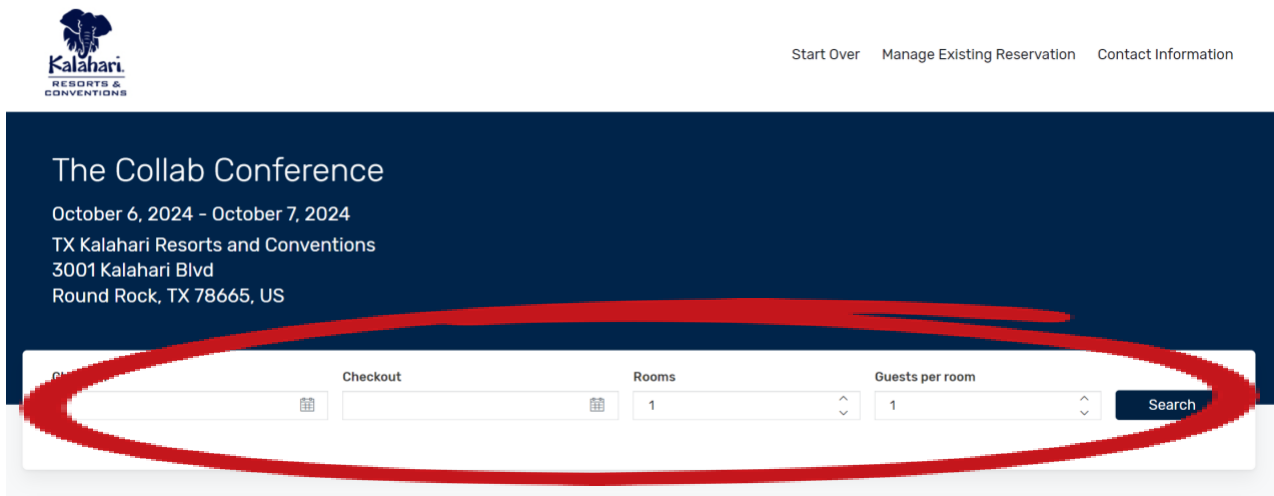
Access our Passkey site: <https://book.passkey.com/go/68ca5c01>

For a new reservation click MAKE RESERVATIONS in the middle of the screen.

If you're reviewing or changing an existing reservation, click Manage Existing Reservation.



Select your Check-In Date, Checkout Date, the Number of Rooms needed, and the number of Guests per room, then click SEARCH.



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2024 Registration Information

This hotel is mainly a Double Queen property, so every room will have two (2) queen beds and pullout sofa. The rate is good for up to four (4) people per room. There is an additional fee of \$50 for a fifth guest, if needed.

The Collab Conference
October 6, 2024 - October 7, 2024

TX Kalahari Resorts and Conventions

3001 Kalahari Blvd
Round Rock, TX 78665, UNITED STATES
Phone: 1 877-525-2427
<http://www.kalahariresorts.com/texas/>

Sort by: Default Show available only

Select Your Room

Available Selected Unavailable

Double Queen Sofa
Max Guests: 6
Details: Two queen beds with a queen-size sofa sleeper. For handicapped-
Show more
Oct

Sum 6 USD 169 Room 7 USD 169

USD 169.00
Average nightly rate

1 rooms
1 guests

Select

Reservation Summary

Check-in: Sun, Oct 6, 2024
Checkout: Tue, Oct 8, 2024
Rooms: 1
Guests per room: 1

TX KALAHARI RESORTS AND CONVENTIONS

Search

Once you select the room(s) needed, you can proceed.

This page allows you to indicate if any of the following apply to you:
(options outlined on the next page)

Personalize your stay with these options

Letter of Authorization- ADDITIONAL STEPS REQUIRED
If the owner of the Credit Card and the physical credit card will not be present at check-in, a Letter of Authorization form is required. Full instructions and info about submission are listed on the form located at <https://www.kalahariresorts.com/important-forms/>. In order to expedite your check-in process, we must receive the completed form at least 7 days prior to arrival. Please note, attaching the add-on does not guarantee the form will be approved.

Included
Select

Tax Exemption Status- ADDITIONAL STEPS REQUIRED
If your stay is being paid for or reimbursed by an organization that is exempt taxes, please send a completed TX state tax exempt form to us at txreservationsupport@kalahariresorts.com or by fax to 608-254-6116 with your confirmation number and contact information. Taxes will be charged until we receive and approve the form. In order to expedite your check-in we must receive the form 3 days prior to arrival. Please note that attaching this add-on does not guarantee the form will be approved.

Included
Select

Paying w/ Purchase Order- ADDITIONAL STEPS REQUIRED
If your organization would like to pay for your reservation using a purchase order, please submit the completed purchase order to us at txreservationsupport@kalahariresorts.com at least 30 days prior to arrival. In order to hold the reservation we will process the first night's deposit on the credit card on file until the PO has been received & approved. Please note, attaching this add-on does not guarantee the PO will be approved. Checks are not accepted at check-in.

Included
Select

Reservation Summary

Check-in: Sun, Oct 6, 2024
Checkout: Tue, Oct 8, 2024
Rooms: 1
Guests per room: 1

TX KALAHARI RESORTS AND CONVENTIONS

DOUBLE QUEEN SOFA USD 338.00
1 adult, 2 nights
Change rooms

ADD-ONS
No add-ons selected

Subtotal USD 338.00

Edit reservation Next

the **COLLAB**

2024 Registration Information

- A) Your name is not listed on the credit card that is being used for payment

Letter of Authorization- ADDITIONAL STEPS REQUIRED

If the owner of the Credit Card and the physical credit card will not be present at check-in , a Letter of Authorization form is required. Full instructions and info about submission are listed on the form located at <https://www.kalahairesorts.com/important-forms/>. In order to expedite your check-in process, we must receive the completed form at least 7 days prior to arrival. Please note, attaching the add-on does not guarantee the form will be approved

- B) Your school/District is submitting the State Hotel Occupancy Tax Exempt Form (saves \$11.06 per room per night)

Tax Exemption Status- ADDITIONAL STEPS REQUIRED

If your stay is being paid for or reimbursed by an organization that is exempt taxes, please send a completed TX state tax exempt form to us at txreservationsupport@kalahairesorts.com or by fax to 608-254-6116 with your confirmation number and contact information. Taxes will be charged until we receive and approve the form. In order to expedite your check-in we must receive the form 3 days prior to arrival. Please note that attaching this add-on does not guarantee the form will be approved.

- C) You intend to pay with a Purchase Order

Paying w/ Purchase Order- ADDITIONAL STEPS REQUIRED

If your organization would like to pay for your reservation using a purchase order, please submit the completed purchase order to us at txreservationsupport@kalahairesorts.com at least 30 days prior to arrival. In order to hold the reservation we will process the first night's deposit on the credit card on file until the PO has been received & approved. Please note, attaching this add-on does not guarantee the PO will be approved. Checks are not accepted at check-in

Once you have selected the items that apply to you/your reservation, click Next.

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2024 Registration Information

You can choose to extend your reservation as needed.

Note: the prices in this image may not be current at the time of your viewing.

The Collab Conference

October 6, 2024 - October 7, 2024

Extend your stay

Use calendar to manage your stay dates

Check-in			Checkout			
Thu Oct 03 -	Fri Oct 04 USD 254.99	Sat Oct 05 USD 297.49	Sun Oct 06 USD 169.00	Mon Oct 07 USD 169.00	Tue Oct 08 USD 233.74	Wed Oct 09 USD 225.24
Thu Oct 10 -	Fri Oct 11 -	Sat Oct 12 -	Sun Oct 13 -	Mon Oct 14 -	Tue Oct 15 -	Wed Oct 16 -

Available Selected Event Unavailable Waitlist

Reservation Summary

Check-in	Sun, Oct 6, 2024
Checkout	Tue, Oct 8, 2024
Rooms	1
Guests per room	1
TX KALAHARI RESORTS AND CONVENTIONS	
DOUBLE QUEEN SOFA 1 adult, 2 nights Change rooms	USD 338.00
Subtotal	USD 338.00
Edit reservation	Next

If everything looks good, click Next!

Enter your information, including your arrival time (the dropdown is in Military Time/24-Hours Clock).

1 Guest Information

2 Payment Information

Guest Information

Double Queen Sofa
Max. Guests: 6

Adults: 1 Children: 0

Primary Guest

Arrival Date: 10/6/24 Departure Date: 10/8/24

*Arrival Time:

Prefix:

*First Name: Middle Initial:

*Last Name: Suffix:

Organization: Position/Title:

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2024 Registration Information

To reserve a room, you will need to provide a credit card number. This can be adjusted/changed based on your booking/payment selections.

The Collab Conference
October 6, 2024 - October 7, 2024

1 Guest Information > 2 Payment Information

Payment Information

Payment Information

*Cardholder Name
Josh Shankle

*Card Type
Select
Card Type is required

*Card Number
Card Number is required

*Exp. Month
Month

*Exp. Year
Year

Billing Address

*Country
UNITED STATES

*Mailing Address
6642 North Riverside Drive
Mailing Address 2
Suite 610

Reservation Summary

Check-in Sun, Oct 6, 2024
Checkout Tue, Oct 8, 2024
Rooms 1
Guests per room 1
TX KALAHARI RESORTS AND CONVENTIONS
DOUBLE QUEEN SOFA USD 338.00
1 adult, 2 nights
Change rooms
ADD-ONS
Paying w/ Purchase Order-
ADDITIONAL STEPS REQUIRED Included
Total add-ons price USD 0.00
Subtotal USD 338.00
Edit reservation **Next**

Once entered, click Next.

Here, you will review your reservation details once more.

The Collab Conference
October 6, 2024 - October 7, 2024

Review Your Reservation

TX Kalahari Resorts and Conventions
3001 Kalahari Blvd
Round Rock, TX 78665, UNITED STATES
Phone: 1 877-525-2427
https://www.kalahariresorts.com/texas/
ressupervisor@kalahariresorts.com

Double Queen Sofa
1 adult, 2 nights
Change room USD 338.00

CHECK-IN Sun, Oct 6, 2024
CHECKOUT Tue, Oct 8, 2024
Edit stay dates

ADD-ONS	PRICE	RATES
Paying w/ Purchase Order- ADDITIONAL STEPS R...	USD 0.00 / per purchase	USD 0.00
Quantity: 1 Remove		
View All Add-Ons		

Personal Information Edit guest information

Reservation Summary

Check-in Sun, Oct 6, 2024
Checkout Tue, Oct 8, 2024
ROOM 1
Double Queen Sofa USD 338.00
1 adult, 2 nights
ADD-ONS
Paying w/ Purchase Order- ADDIT... Included
Total add-ons price USD 0.00
Subtotal USD 338.00
Confirm reservation

If everything looks good as you scroll down, accept the room policies and click Confirm Reservation.

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**FOR QUESTIONS ABOUT CONFERENCE REGISTRATION:
817-900-8037**

Registration Deadline: Friday, September 6, 2024
LATE Registration Deadline: Friday, September 13, 2024
Registration Payment Deadline: Monday, October 4, 2024

To make changes to your conference registration after submitting, call 817-900-8037

If you do not receive a confirmation email with a copy of your registration after you've submitted, please contact us so we can confirm we've received your registration.

**FOR QUESTIONS ABOUT HOTEL RESERVATIONS:
Kalahari Resorts and Conventions
877-525-2427**

Housing Cutoff: Friday, September 6, 2024