



# NATIONAL ASSOCIATION OF ESEA

STATE PROGRAM ADMINISTRATORS

Ensuring Student Equity & Access

## Conference Planning Committee January 2019 Meeting Notes

The Conference Planning Committee met via telephone on Thursday, January 17, 2019 at 1:00PM Eastern (12:00PM CST, 11:00AM MST & 10:00AM PST).

Those in attendance were: Sonya Morris (FL) – Committee Chair; Ken Banter (GA); Dean Zajic (KS); Paula Daniels (MI); Gail Clark Dickson (MD); Pat Kaiser (MO); Edmund Moore (AL); Kathryn (Joey) Nichol (NH); Jack O'Connor (MT); Beth Wooster (NE); and Jonas Zuckerman (WI).

A+ Events Staff: Bob Harmon (NAESPA CEO–WA), Marcus Cheeks (NAESPA CPO–MS), Monica Kemper, (A+ Events Event Director–CA.)

### Meeting Agenda

1. Discuss the role of the Committee at the Conference – Sonya

During the Conference, committee members are to act as leaders and assist attendees with questions, as well as encourage potential new members to join NAESPA.

Committee members are encouraged to wear the big, red “Ask Me” buttons to let people know they are members of the committee and they can be approached with attendee questions.

Jack suggested not only waiting for attendees to ask questions, but also to proactively ask the attendees directly for feedback. He did this last year and received some great insight.

The committee discussed the importance of access to charging stations and/or outlets to plug into, since the use of the Conference app is now required for session hosts.

As usual, there will be onsite committee meetings in Kansas City – A+ Events staff are working on the date, time, and location of these important, face-to-face meetings.

2. Assist in getting Association members to sign up as Session Hosts – Sonya & Marcus

Marcus Cheeks explained the importance of having Association Members introduce each session and act as “Session Hosts.” Of over 100 sessions, 52 still need session

hosts, so committee members were reminded to sign up if they have not already. All Association members will be sent a second reminder email to encourage more of them to sign-up as Session Hosts. All session hosts will use the Conference app on their phone or tablet to access a prewritten introduction, and provide information about the session to staff – such as: Has the speaker arrived? Did the session start on time? Was the room full? Etc. Session Hosts will be emailed instructions on how to download the app in advance. A demo of how to use the Conference app will be provided during the Membership Meeting on Tuesday, January 29.

### 3. Distinguished Schools Update – Monica

Monica reported on the National ESEA Distinguished Schools selected in 2018:

- 68 schools were named this year- from 35 different states
- Last year – 63 schools from 33 states
- 313 Distinguished Schools attendees registered for the Conference
- Some are one-day registrations
- Award packages (flag, buttons, certificates) were mailed out to the schools this week
- At the Conference, the Distinguished School Celebration will be split in half - with half the schools honored in the morning and half the schools honored in the afternoon. Each Distinguished School Celebration will be incorporated with one of the two keynote sessions on Thursday. This is the first time the Celebration has been split into two groups. Each celebration will be shorter, as less schools will be honored at one time - which may encourage the audience to remain for the whole event.

### 4. Other

This was the final meeting of the 2019 Conference Planning Committee.