



Interoffice Memo

DATE: March 26, 2024

PHONE: (909) 383-2015

FROM: Jacquelyn Greene,
Director of Preschool Services

TO: Brittany Cabral,
Preschool Services Contracts

SUBJECT	PRESCHOOL SERVICES POLICY COUNCIL MEMBER TO ATTEND THE NATIONAL HEAD START ASSOCIATION 2024 CONFERENCE
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Attendee Names: Kathleen Velasquez
 Alternates: Michelle Beltran and Jacklyn Bond

Cost Center: 5911022220

Dates(s) of Travel: April 15, 2024 – April 18, 2024

Purpose of Travel: Attend National Head Start Association 2024 Conference

Expenses:

Registration (\$799 x 1 member)	1	EA	799	\$799
Child Care (\$60 x 4 days and nights)	1	EA	240	\$240
Roundtrip Air Travel	1	EA	439	\$439
Meals (3 Breakfast @ \$11 / 4 Lunches @ \$15 / 4 Dinners @ \$24)	1	EA	189	\$189
Lodging (\$872 for three nights plus \$144 taxes)	1	EA	1,016	\$1,016
Airport Parking (\$18 X 4 Days)	1	EA	72	\$72
Mileage (91.40 miles x 0.670 cents)	1	EA	61	\$61
Taxi (airport roundtrip \$43 x 2 trips and conference roundtrip \$15.20 x 4 days)	1	EA	147	\$147
				Grand Total \$2,963

Contact Name: Brittany Cabral

Phone: 909-383-2015

Justification: Attending the 2024 National Head Start Association Conference will provide the Policy Council (PC) members with information and resources needed to prepare children for kindergarten and to build lifelong learning skills. The PC member will share the information learned with fellow parents at assigned school sites, as well as with other PC members.

National Head Start Conference

April 15 - 18, 2024 | Portland, OR


As the largest national conference devoted to all things Head Start, the annual National Head Start Conference brings the Head Start community together for a week of sharing knowledge, networking with peers, and celebrating achievements.


Register Now (<https://cvent.me/kxwqVo?RefId=Overview>)

NHSA's 51st annual National Head Start Conference will be held in Portland, Oregon. With more than 130 interesting, compelling, and challenging sessions, you will also find:

- Plenty of special events, celebrations, and entertainment
- Networking opportunities with hundreds of Head Start colleagues from across the country
- The largest collection of exhibitors offering products and services (and even some free stuff!) for Head Start and Early Head Start programs
- And keynote speakers who will make you cry, laugh, and cheer!

Exhibitors

 **Register for a booth!** (https://s36.a2zinc.net/clients/NHSA/NHSA2024/Public/MainHall.aspx?ID=695&sortMenu=101000&utm_campaign=No%20campaign&utm_medium=email&_hsmi=29027421_t83U3hSeJjIHVcWs8Pj-yHXgdaDMmG56PHIZ-9A8cesibSJcmeSPOJJyvtv93wTLGI8sbxAKNOyOR9J2RCyqwhpINUBA&utm_content=290274597&utm_source=email)

 **Interested in advertising or sponsorship opportunities?** Please reach out to Kenna Pruitt, NHSA's partnership director, at kpruitt@nhsa.org.

Registration Rates

All discounts are available to those who are a staff or parent in a Head Start/Early Head Start program which has an active NHSA program membership.

Early Bird Member :

\$679

Available from 1/26/2024 - 2/23/2024

NHSA Member:

\$799

Available from 2/24/2024 - 4/14/2024

On-Site Member

\$919

Available from 4/15/2024 - 4/18/2024

Non-Member Rate:

\$969

Not a member? Sign up to save.
(<https://nhsa.org/membership/>)

Schedule at a Glance

Monday, April 15

8:00 a.m. - 7:00 p.m.
Registration Desk Open

9:00 a.m. - 5:00 p.m.
Pre-Conference Sessions
(<https://web.cvent.com/event/69f6ad35-a404-4c52-a9e5-35c559bb6616/websitePage:ba715caf-1b50-413d-83de-e8e906f6ca25?RefId=Overview>) (**Separate Registration & Fee Required**)

5:00 p.m. - 7:00 p.m.
Welcome Reception & Exhibit Hall Grand Opening

Tuesday, April 16

8:00 a.m. - 5:00 p.m.
Registration Desk Open

9:00 a.m. - 11:00 a.m.
General Opening Session

11:00 a.m. - 1:00 p.m.
Lunch on your own

11:00 a.m. - 3:00 p.m.
Exhibit Hall Open

1:00 p.m. - 2:15 p.m.
Breakout Sessions

2:45 p.m. - 4:00 p.m.
Breakout Sessions

Wednesday, April 17

8:00 a.m. - 5:00 p.m.
Registration Desk Open

8:00 a.m. - 2:00 p.m.
Exhibit Hall Open

9:00 a.m. - 10:30 a.m.
Breakout Sessions

11:00 a.m. - 12:00 p.m.
Breakout Sessions

1:45 p.m. - 2:45 p.m.
Breakout Sessions

3:00 p.m. - 4:00 p.m.
Breakout Sessions

4:30 p.m. - 5:30 p.m.
Scholarship & Awards Program

7:30 p.m. - 9:30 p.m.
After Glow

Thursday, April 18

8:00 a.m. - 12:00 p.m.
Registration Desk Open

9:00 a.m. - 10:30 a.m.
Breakout Sessions

10:45 a.m. - 12:00 p.m.
General Closing Session



Why is this such an important event?

The Head Start community is driven like none other to provide opportunities for success in the lives of our nation's systemically underserved children and families. It's important that our community comes together every year to refresh our commitment to Head Start's vital mission (<https://nhsa.org/whole-child-whole-family/>), and discuss the latest developments, innovations, and obstacles in early childhood. Only by stepping away from our day-to-day work can we look at the big picture and help propel Head Start to even greater heights.

Register Now (<https://cvent.me/kxwqVo?RefId=Overview>)



(<https://nhsa.org/wp-content/uploads/2021/12/D5C09935-1024x669.jpg>)



(<https://nhsa.org/wp-content/uploads/2021/12/D5C09935-1024x669.jpg>)



- Overview
- Agenda ✓
- Speakers ✓

National Head Start Conference

April 15 - 18, 2024 | Portland, Oregon

50%

Registration Items

Select an item and click Next or Submit.

Member Event Registration

\$679.00

Selected

Special Event Tickets

Select the quantity you'd like to purchase.

Health and Safety Incidents

\$350.00

each

Monday, April 15, 1:00 - 4:00 p.m.

Join Feldesman Leifer LLP attorneys for this interactive half-day workshop to discuss an issue that continuously remains on the minds of Head Start leaders: health and safety incidents. Head Start programs are frequently confronted with allegations of wrongdoing by staff and employees. Regardless of the type of accusation, your organization must be able to promptly and effectively distinguish credible allegations from false and baseless statements. Now, Head Start programs must also integrate existing internal health and safety reporting procedures with procedures to complete the incident report under the Risk Assessment Notification (RAN) Review Monitoring Protocol.

With all of the additional scrutiny that Head Start programs continue to receive from the Office of Head Start, the Office of Inspector General, the media, and others, it is important to evaluate, assess, and respond to issues that come up through appropriate internal investigations.

Join us for this pre-conference session where we will discuss tips on when and how your organization should conduct internal investigations and make timely and appropriate reports of health and safety incidents.

In-Kind: Making the Match

\$350.00

each

Monday, April 15, 1:00 - 4:00 p.m.

Imagine if you had all the in-kind you need. Generating in-kind can be a challenge. We will discuss the tools, techniques and regulations of generating, calculating and documenting non-federal match. Reaching your in-kind goals requires the work of everyone in your program. Finding and asking for in-kind can be scary and awkward. Anxiety about “making the ask” can find you and your staff moving this task to the bottom of to-do lists. Together, we will also evaluate when and how to make asking for in-kind easier. With a plan and a few simple techniques, this can be a very enjoyable part of your job and the jobs of everyone in your agency.

Learning Objectives

1. Explore the requirements around in-kind.
2. Determine what is allowable in-kind.
3. Evaluate when and how to ask for in-kind.

Total Rewards: Get and Keep the Best People for Your EHS/HS Program

\$350.00
each

Monday, April 15, 1:00 - 4:00 p.m.

To compete in today's dynamic and competitive labor market, nonprofits must distinguish themselves as mission and value-based organizations – a differentiator in the market. However, all organizations in today's competitive labor market are struggling to attract, retain and motivate talent. So how does your program compete in an intense labor market with increasing wage pressures and previously unlikely competitors (restaurants, hospitality, retail, fast food restaurants and distribution centers)? By proactively and intentionally creating a total rewards environment – with monetary and non-monetary rewards – that retains existing talent and attracts new employees. Join this session for a content-rich workshop with practical takeaways.

Learning Objectives:

1. Identify the key components of a total rewards mindset.
2. Explore compensation trends of the future.
3. Discuss how non-cash reward considerations impact compensation.

New Director Bootcamp

\$425.00
each

Sunday, April 14, 6:00 - 8:00 p.m. (Dinner) - Monday, April 15, 9:00 a.m. - 5:00 p.m.

Stepping into the role of a Head Start/Early Head Start Director is an invigorating and profound challenge. Joining forces with other new directors to learn and evolve can empower the new director to confront this challenge and emerge with the skills and knowledge needed to become a catalyst for change, shaping a trajectory toward success for the children and families we serve.

The New Director Bootcamp, April 14-15 precedes the start of the [2024 National Head Start Conference and Expo](#), in Portland, Oregon.

This specialized training initiative was developed by NHSA in collaboration with a group of seasoned directors and provides both a thorough understanding of Head Start's mission and the essential tools to confront the complex nature of this role. We will address:

- the intricacies of administering a federal Head Start program,

- the nuances of the Head Start Program Performance Standards (HSPPS), and
- the pivotal elements of federal monitoring.

Participants will engage in collaborative sessions with peers, absorb wisdom from industry experts, and depart with a treasury of innovative strategies.

The bootcamp kicks off with a dinner on Sunday, April 14, at 6:00 p.m., an opportunity to foster connections and set the tone for our work.



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