



REGION IV HEAD START ASSOCIATION
2019 EARLY HEAD START INSTITUTE
September 16-19, 2019 | Atlanta, Georgia



IMPORTANT DEADLINES

Advance Registration: March 1 – August 31
Hotel Group Rate: March 1 – August 31

REGISTRATION OFFERS

- **RIVHSA member agencies** receive a discounted rate.
- **Outside of Region IV?** Take advantage of the discounted rate for special guests.
- **First 100 registrants** entered to win amazing RIVHSA swag and prizes.

CALL FOR PRESENTERS

RIVHSA's Leadership Summit and Early Head Start Institute provide the perfect opportunity for professionals, parents, and partners to gain insight from noted keynote speakers as well as relevant, cutting-edge workshop sessions.

We are seeking presentations addressing best practices, quality initiatives and emerging trends in all areas of administration and services. Be a part of the cooperative spirit of sharing and learning.

Submission deadlines:

- Leadership Summit - May 1
(Event: June 17-20, 2019 - Atlanta, GA)
- Early Head Start Institute – August 1
(Event: September 16-19, 2019 – Atlanta, GA)

Learn more @ www.rivhsa.org

Ready to submit? [Download application](#)

MARKETING & SPONSORSHIP

RIVHSA's upcoming 2019 conferences attract more than 500 Head Start and Early Head Start administrators and executive leaders per event. It is this unique gathering of individuals which gives our conference its energy and wide-reach.

MARKETING | Whether your goal is to compete with other companies in your market, distinguish your product from competitors, launch a new product or simply to attract more prospects, participating in our conference will be one of the best decisions you will make this year!

[Select marketing options today.](#)

SPONSORSHIP | With the flexibility to customize your corporate sponsorship – exhibition, advertisement, or event – you can build a package that meets your specific needs.

[Become a sponsor today.](#)

JOIN US IN ATLANTA

The Region IV Head Start Association (RIVHSA) leverages our shared mission and collective voice to open doors of opportunity for enrolled children and families as well as the organizations and professionals that serve them. To achieve this vision, we are called to move from theory to implementation, and to share successful practices, tools, and resources that meet the needs of families, communities, and systems and contribute to improving outcomes for children and families.

RIVHSA's Early Head Start Institute is a prime opportunity for both emerging and seasoned Early Head Start (EHS) leaders to expand their understanding and application of best practices, management principles, and quality initiatives to achieve a high standard of excellence today and tomorrow. The conference experience is a unique blend of pre-conference events, speaker expertise, learning tracks, and presentation formats to encourage breakthrough thinking and collaborative problem-solving. This year, hundreds of emerging and seasoned EHS professionals, parents and partners from our region and across the country will convene to:

- **Kickoff the conference experience** at the Leadership Luncheon or one of the featured pre-conference seminars!
- **Explore extraordinary opportunities** with engaging speakers and leading thought leaders at our Leadership Luncheon and daily general sessions.
- **Connect with experts, professionals, and corporate sponsors** in the EHS community and broader infant-toddler network to share and discover strategies to increase effectiveness.
- **Stay on the cutting edge** of research and professional practice with more than 60 training sessions designed to promote best practice, innovation, and partnership opportunities for expanding quality and capacity.

Register early to take advantage of advance rates and access the hotel group rate. Advance registration and group rate expire August 31.

We look forward to seeing you in Atlanta!

ABOUT RIVHSA | The Region IV Head Start Association (RIVHSA), founded in 1986, is a private, non-profit membership organization dedicated to improving the quality of early care and learning for Early Head Start (EHS) and Head Start (HS) children and their families in our 8 affiliate states: Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, and Tennessee. For 30 years, RIVHSA has led the way in being an influential voice and entity on policies, issues, and partnerships impacting our regional HS/EHS community. RIVHSA represents more than 150,000 children, 40,000 staff, and 400 member programs. It is our mission to provide valuable professional development opportunities, cultivate meaningful partnerships, and advocate for significant policies and investments to increase program quality.

OUR MISSION | RIVHSA remains committed to its mission to support the Head Start community through leadership, advocacy, partnership and professional development to promote their delivery of high quality services. We value advocacy through collective action, partnerships for expanded capabilities and resources as well as professional development to equip and empower leaders to meet present and future opportunities.

- **ADVOCACY:** RIVHSA is committed to telling your collective story in a compelling manner to achieve results at the federal level. We also support our affiliates affecting change at the state level, and also work closely with federal offices in our region to address your needs.
- **PARTNERSHIP:** RIVHSA actively seeks innovative partnership opportunities with private, public, and government sector entities. Partnerships amplify our mutual interests and success while also increasing awareness of what we do best - prepare today's students for tomorrow.
- **PROFESSIONAL DEVELOPMENT:** RIVHSA offers training opportunities that address key issues, initiatives, and best practices as well as support federal regulations and policies. These quality learning experiences also strengthen program administration, staff development as well as parent and community involvement.

BECOME A MEMBER TODAY | Membership Year: October 1 – September 30

When you join RIVHSA, you're not only making a commitment to strengthen the region's HS/EHS programs but you're also joining a community of professionals, parents and partners dedicated to making a difference. Our member programs enjoy a full complement of benefits that make a difference in leveraging your collective voice, supporting professional development, and increasing organizational capacity. Not a member? Renew or join today to receive the discounted member registration rate.

EVENT INFORMATION

ABOUT THE CONFERENCE

A child's growth and development is influenced by many social, economic, biological and environmental factors. The traditional African proverb, "It takes a village to raise a child", emphasizes the significance of creating a comprehensive circle of influence to magnify the opportunities and offset the challenges encountered by young children and their families. Now, more than ever, this circle must continuously widen to connect valuable resources, engage key partners as well as embrace cutting-edge ideas and strategies in order to remain impactful. The Early Head Start Institute brings together diverse audiences of emerging and seasoned professionals, parents and partners who share a commitment to sharing experiences, nurturing young children, deepening practices, engaging families and strengthening communities. Join us at this network-specific conference to expand your understanding and application of key frameworks, quality initiatives and best practices regarding the care and development of expectant mothers, infants and toddlers.

WHO SHOULD ATTEND

A strong organizational team is a powerful mechanism for getting results and managing change. Grantees are encouraged to register as an organizational team: Executive Director, Early Head Start Director, EHS-Child Care Partnership Administrator, Fiscal Officer, Content Area Managers, Child Care Partners, Board and Policy Council Chairs/Members, as well as other key staff who hold a position of responsibility and accountability.

BENEFITS OF ATTENDING

ADMINISTRATORS & MANAGERS: EHS organizations are experiencing great opportunities for reinvention or growth but many are also vulnerable to considerable risk. Emerging and seasoned professionals of varying specialties will benefit from this unique learning experience which is designed to focus on the strategies needed to meet new opportunities as well as existing challenges.

BOARD & POLICY COUNCIL MEMBERS: EHS organizations recognize the importance of established and well-functioning governance bodies that share the responsibility for the delivery of high quality services to children and families. This conference provides meaningful learning opportunities for participants to expand their knowledge in the areas of program governance as well as related elements of program design and management.

SCHEDULE AT A GLANCE

This schedule is tentative and subject to change. A purchased conference registration includes all conference activities except pre-conference seminars and the Leadership Luncheon.

MON SEPTEMBER 16

PRE-CONFERENCE EVENTS

7:15 a.m. – 8:00 a.m.
Pre-Conference Registration

8:00 a.m. – 4:30 p.m.
Pre-Conference Seminars

11:30 a.m. – 1:00 p.m.
Leadership Luncheon

**Advance registration and
additional fees are required for
these events.**

11:00 a.m. – 5:00 p.m.
General Registration

5:00 p.m. – 6:30 p.m.
Welcome Reception

TUES SEPTEMBER 17

8:00 a.m. – 12:00 p.m.
Conference Registration

8:30 a.m. – 10:00 a.m.
Opening Session

10:30 a.m. – 12:00 p.m.
Concurrent Workshops

12:00 p.m. – 1:30 p.m.
Recess for Lunch

1:00 p.m. – 4:00 p.m.
Conference Registration

1:45 p.m. – 3:15 p.m.
Concurrent Workshops

3:45 p.m. – 5:00 p.m.
Afternoon Plenary Session

WED SEPTEMBER 18

8:00 a.m. – 12:00 p.m.
Conference Registration

8:30 a.m. – 10:00 a.m.
Concurrent Workshops

10:30 a.m. – 12:00 p.m.
Concurrent Workshops

12:00 p.m. – 1:30 p.m.
Recess for Lunch

1:45 p.m. – 3:15 p.m.
Concurrent Workshops

3:45 p.m. – 5:00 p.m.
Afternoon Plenary Session

THURS SEPTEMBER 19

9:00 a.m. – 10:30 a.m.
Closing Session

*"Great conference. Can't wait
until next year!"*
-September 2017 Participant

*"Knowledgeable and engaging
presenters."*
-September 2017 Participant

*"Very informative, educational
and fun!"*
-September 2017 Participant

*"This was one of the best
conferences I have attended so
far."*
-September 2017 Participant



PRE-CONFERENCE EVENTS | MONDAY, SEPTEMBER 16

PRE-CONFERENCE SEMINARS | 8:00 a.m. – 4:30 p.m.

Get a head start on learning! We encourage you to attend a pre-conference seminar before the full conference opens. These seminars offer an intensive learning experience addressing key issues and best practices across content areas.

REGISTRATION

The registration fee for a pre-conference seminar is in addition to the general conference registration fee and includes the Leadership Luncheon. The presenting firm establishes the registration fee. Registration is submitted directly to the presenting firm which will process and confirm payment. Advance registration is required, and on-site registration is not permitted for these events.

SEMINAR LISTING

Scheduled for release the week of May 13.

LEADERSHIP LUNCHEON | 11:30 a.m. – 1:00 p.m.

The Public Policy Luncheon serves as an arena for spotlighting trends, defining emerging issues, and improving the knowledge base for effective decision making. The event features political, research, civic and opinion leaders from across the country committed to promoting sound and innovative policy solutions. This experience is ideal for Executive Directors, Program Directors, Managers, Board Members, Policy Council Members, and any individual seeking to learn and strategize about policy issues impacting the Head Start community.

REGISTRATION | \$75/person

The fee for this event is in addition to the conference registration fee. The luncheon is included in registration fees for the pre-conference seminars. Advance registration is required, and on-site registration is not permitted for this event. Registration will be confirmed upon receipt of payment.

LUNCHEON SPEAKER

Scheduled for release the week of May 13.

OPENING DAY | CATCH THE EXCITEMENT

As part of the event, RIVHSA offers a Leadership Luncheon as well as a variety of pre-conference seminars to kick-off your conference experience. The **Leadership Luncheon** features political, research, civic and opinion leaders from across the country committed to promoting sound and innovative policy solutions for young children and their families. The **pre-conference seminars** provide intensive and immersive learning experiences in sessions addressing topics pivotal to the success of the HS community. **Register today!**

LEARNING STRANDS | TUESDAY, SEPTEMBER 17 - WEDNESDAY, SEPTEMBER 18

The training strands concentrate on key elements of Early Head Start operations and management. Session titles will be posted on our website as confirmed.

EARLY LEARNING & DEVELOPMENT

Children have a variety of needs and strengths. Therefore, it is important to stimulate learning across all domains of development and ensure that all efforts are coordinated and connected. This track focuses on best practices, effective tools, as well as topics ranging from engaging interactions to individualization and assessment to parent involvement to foster early learning, development, and school readiness.

HEALTH & WELL-BEING

Children need to be healthy in order to learn. Head Start's commitment to wellness embraces a comprehensive vision of health which promotes children's health, prevent disease and ensure children are on track developmentally. This track focuses on best practices, effective tools, and topics ranging from environmental health and safety to oral health and mental health to nutrition.

PARENTING & FAMILY ENGAGEMENT

Families are young children's first and most important teachers. Programs work with families as equal partners to support children's ongoing development and learning. This work can help families achieve positive outcomes for themselves and their children. This track focuses on the link between family engagement, healthy development, and school readiness. Find strategies and additional resources to support staff and programs in boosting family engagement and parenting practices.

PROGRAM MANAGEMENT & GOVERNANCE

Effective management systems are critical to successfully navigating program challenges and opportunities, while sound program governance provides the necessary linkage, oversight, and direction. This track examines ways to protect and grow the assets of an organization, develop effective frameworks and processes, and accomplish the mission with available resources. In addition, sessions in this track examine shared governance including the responsibilities for overseeing program services.

TRAVEL INFORMATION

CONFERENCE HOTEL



Sheraton Atlanta Hotel
165 Courtland Street NE
Atlanta, GA 30303
404.659.6500 | 1.800.325.3535
www.sheratonatlantahotel.com

Group Name: Region IV Head Start Association
Cut-off: August 31, 2019 at 5:00 p.m. (EST)
Single/Double \$159

Rates exclusive of taxes and fees. Please contact hotel for complete reservation requirements (i.e. minimum nights, deposits, early departure fee, as well as triple and quad rates).

HOTEL PARKING

Parking is based on availability. Rates are subject to change.

Self-Park \$16/day (with in/out privileges)
Valet \$21/day (with in/out privileges)

GROUND TRANSPORTATION

The Hartsfield-Jackson Atlanta International Airport's Information and Ground Transportation Center is conveniently located in the arrival's lobby and provides assistance to travelers requesting information pertaining to transportation services. For more information, visit www.atlanta-airport.com and click Ground Transportation.

AREA ATTRACTIONS

Classic southern charm is infused with urban energy in one of the South's most eclectic cities. Every day something new opens in Atlanta. The attractions in Atlanta are as diverse as the people that live and visit here. There are plenty of things to do, sightseeing, and attractions that will allow you to experience everything that this exciting city offers. Atlanta offers a fresh face every time you visit and has something for everyone! Downtown Atlanta, Georgia's walkable attractions loop is where you can see the World of Coca-Cola, Georgia Aquarium, Imagine It! The Children's Museum of Atlanta, and the Inside CNN Atlanta all circling Centennial Olympic Park.

REGISTRATION & PAYMENT GUIDELINES

GENERAL REGISTRATION | A purchased conference registration includes general admission to all event activities except pre-conference seminars and the Leadership Luncheon. Registration forms and payment must be received by published dates to receive the advertised rate. Registrations forms remitted without payment will not be processed, and those received after close dates will be subject to a rate increase based upon the date received and registration fee schedule. Unpaid registrations and those received after **August 31** will be subject to the onsite rate, and individuals will be required to register during the conference at the on-site rate with an agency check or credit card. No registration materials will be issued if there is a balance due. *There are no exceptions.*

SUBSTITUTIONS/CANCELLATIONS | **SUBSTITUTION**: Registration fees are non-refundable. Fax a written substitution request by **August 31** to RIVHSA at 770.696.2768 for expedited processing. After **August 31**, substitutions will be processed on-site at the conference.

CANCELLATION: Registration fees are non-refundable. Unable to make a substitution? Fax a written account credit request by **September 13** to RIVHSA at 770.696.2768. After **September 13**, account credit requests will not be accepted. Credits will be posted to agency accounts after the event. Credits must be used by 9/30/18 or be forfeited. Credits may only be used to purchase RIVHSA training, membership, or products in the fiscal year credited. *There are no exceptions.* Contact RIVHSA for complete details.

PURCHASE ORDERS | Agencies using a purchase order (PO) will be automatically assessed a \$20 processing fee per PO upon receipt in addition to registration fees. POs will not be accepted after **July 31**. Full payment (\$20 processing fee and registration fees) must be received by **August 31**. After **August 31**, unpaid POs will be cancelled and individuals will be required to register during the conference at the on-site rate with an agency check or credit card. *There are no exceptions.*

COMPANY CHECKS | Agencies may register on-line with a company check or remit by mail. Personal checks are not accepted.

CREDIT CARDS | RIVHSA only accepts VISA and MasterCard. Agencies may register on-line with a company credit card. When registering on-line, enter the credit card billing address, zip code, and security code to expedite processing. For fax or electronic submissions, a credit card authorization form is required. Send requests for a credit card authorization form to fstarr@rivhsa.org.

ON-SITE REGISTRATION | Registrations received after **August 31**, will be processed during the conference at the on-site rate. Full payment (agency check or credit card only) must be received for admittance. *Cash, purchase orders, and personal checks or credit cards will not be accepted for payment of registrations.* Registrations are processed on a first-come/first-admitted basis until full. Expect extended wait time.

PROGRAM MEMBERSHIP FORM | OCT 2018 - SEPT 2019

Members Receive Discount Rate - Join Today!

This program membership form is for the period of **October 1, 2018 – September 30, 2019**. Membership fees are non-refundable.

| | | | | | |
|------------------------------|--|------------------------------------|--|----------|--|
| Organization | | | | | |
| Name Of Director | | | | | |
| Mailing Address | | | | | |
| City | | State | | Zip Code | |
| Telephone | | Fax | | | |
| E-Mail | | | | | |
| Head Start Funded Enrollment | | Early Head Start Funded Enrollment | | | |
| Select One (X) | Funded Enrollment Level | | | Fee | |
| | Combined Funded Enrollment For Head Start And Early Head Start | | | | |
| | 1-400 total funded enrollment slots | | | \$150 | |
| | 401-800 total funded enrollment slots | | | \$250 | |
| | 801-1,200 total funded enrollment slots | | | \$350 | |
| | 1,201-2,400 total funded enrollment slots | | | \$450 | |
| | 2,401 or more total funded enrollment slots | | | \$750 | |

JOIN TODAY:

WWW.RIVHSA.ORG | FAX WITH PO (770.696.2768) Do not mail original | MAIL WITH PAYMENT: RIVHSA, Member Services, P O Box 1049, Snellville GA 30078

| |
|--|
| <p>RIVHSA USE ONLY: Date: ____/____/____ Amount \$_____ CC _____ Check# _____ PO# _____ \$20</p> |
|--|

REGISTRATION FORM | 2019 EARLY HEAD START INSTITUTE

Contact Person for Registration & Position Title

(_____)
Office Telephone

Agency/Company

(_____)
Office Fax

Office Mailing Address

E-Mail

City, State Zip Code

Agency Membership Number

REGISTERING MORE THAN 5 PEOPLE? Visit www.rivhsa.org to print form for large groups.

| Last Name | First Name | Leadership Luncheon \$75 | CEUs \$20 | Member Mar 1-Aug 31 \$350 | Non-Member Mar 1-Aug 31 \$450 | Total |
|--------------------|------------|-----------------------------|--------------|---------------------------------|-------------------------------------|-------|
| 1. | | | | | | |
| 2. | | | | | | |
| 3. | | | | | | |
| 4. | | | | | | |
| 5. | | | | | | |
| GRAND TOTAL | | | | | | |

OUTSIDE OF REGION IV? Take advantage of the special rate until June 1 (\$400/pp). List attendee names above then calculate rate below:

Number# of Attendees _____ x \$400/pp = Discounted Total _____

Consult the Registration Guidelines for deadlines and restrictions. Questions? Call us at 770.490.9198

REGISTRATION OPTIONS:

WWW.RIVHSA.ORG | FAX WITH PO (770.696.2768) Do not mail original | **MAIL WITH PAYMENT:** RIVHSA, 2018 SUMMIT, P O Box 1049, Snellville GA 30078

CEU APPLICATION

The continuing education unit (CEU) is a unit for measuring and recording an individual's participation in non-degree credit educational activities. One tenth (0.1) CEUs are issued for each approved contact hour of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction. CEUs will be awarded for pre-conference seminars and concurrent workshops only. CEUs will not be awarded for general sessions or meal functions.



CEUs are processed by ProSolutions Training. ProSolutions Training has been accredited as an Authorized Provider by the International Association for Continuing Education and Training (IACET), and is a sponsor of all RIVHSA training events.

| | | | | | |
|------------------------|-----|-------|-----|----------|--|
| Name (Please Print) | | | | | |
| Position Title | | | | | |
| Organization | | | | | |
| Mailing Address | | | | | |
| City | | State | | Zip Code | |
| Daytime Telephone | () | Fax | () | | |
| E-mail | | | | | |

APPLYING IS AS EASY AS 1-2-3

- 1 Indicate CEUs on conference registration form
- 2 Complete CEU application
- 3 Send both forms with payment

QUESTIONS? CALL US AT 770.490.9198

RIVHSA USE ONLY:
 Date: ___/___/___ Amount \$_____ CC _____ Check# _____ PO# _____ \$20

REGION IV HEAD START ASSOCIATION
MARK YOUR CALENDAR

RIVHSA Membership

Renew for Oct 2018-Sept 2019

Public Policy Luncheon

June 17, 2019 | Atlanta, GA

Leadership Summit

Standards of Excellence

June 17-20, 2019 | Atlanta, GA

Leadership Luncheon

September 16, 2019 | Atlanta, GA

Early Head Start Institute

Widening the Circle

September 16-19, 2019 | Atlanta, GA

