

## Arizona Department of Education/Exceptional Student Services Conferences

### **Transition Conference—*Building Success: One Transition at a Time* (August 19-21, 2019)**

### **Directors' Institute—*Building Success: One Collaboration at a Time* (August 21-23, 2019)**

The Arizona Department of Education/Exceptional Student Services (ADE/ESS) is pleased to announce two conferences to support the success of students with disabilities:

Arizona's Annual Transition Conference, *Building Success: One Transition at a Time*, is a collaborative, cross-stakeholder professional development event aimed at providing the meaningful and pertinent information needed in the transition-planning process for youth and young adults with disabilities. This annual conference provides a dynamic array of national speakers and state-level experts and includes participation of youth, young adults, and family members.

The Arizona Directors' Institute, *Building Success: One Collaboration at a Time*, is focused on providing updates and information for special education administrators and their staff. New for 2019, this event will offer a day of programming built for special education administrative assistants.

#### **Who Should Attend?**

- State and local special education directors, education specialists, and transition specialists
- Youth and young adults with and without disabilities and/or family members (Transition Conference)
- Secure Care education personnel
- College and university disability resource services personnel
- School psychologists and related service providers
- Adult services agency personnel

#### **2019 Notes**

##### **Transition Conference**

- Family and youth/young adults—registration fees will allow participation in all three days of the conference. Scholarships continue to be available on a first-come, first-served basis for youth, young adults, and family members needing assistance with lodging, mileage, and registration costs. Scholarships are open to those who meet eligibility requirements and may be limited based on the number of applicants per family or on scholarship awards received in prior years. Scholarship registration can be found on the [2019 Transition Conference](#) website.

##### **Directors' Institute**

- Directors' Institute starts in the afternoon on August 21, 2019 with lunch at 11:00 a.m. and the first concurrent session at 12:30 p.m.
- The administrative assistant strand will be held on Wednesday, August 21, 2019, from 11:00 a.m. – 5:00 p.m.

##### **Both Conferences**

- Session handouts will be posted online two weeks before the conference on the [2019 Transition Conference](#) and the [2019 Directors' Institute](#) websites.
- A survey will be sent daily to gain feedback on sessions and to distribute daily attendance certificates, and a link for the Overall Conference Survey and Certificate will be sent to conference participants one week after the conference. When registering for the

conferences, please use the **participant's** preferred e-mail (work or home), as this is the address to which the survey link will be sent.

- You must have a verifiable Purchase Order or credit card to complete your conference registration.

### **Registration Information**

Registration for both conferences will close *Friday, July 26, 2019, or when the conferences sell out*. Conference registration will be processed exclusively online.

Online registration may be completed in *one* of the following ways:

- Go to the [Event Calendar](#) on the ADE website, type “Arizona’s Annual Transition Conference”, “Arizona’s Directors’ Institute”, or “Administrative Professionals” and click on the green search button.
- Go to the [2019 Transition Conference](#) or the [Arizona Directors’ Institute](#) website, click on “Registration” on the secondary navigation bar (light blue)

Presenters, vendors, and College and Career Competencies Team Training (CCCTT) participants should register separately (NOT through the general registration sections) using the instructions provided by conference organizers.

Registration will remain open until July 26, 2019 or until capacity is reached. *District/Charter teams will be limited to 10, unless there is a TSW team in place that is larger, to allow for broader participation from the field*. Please contact Jeannette Zemeida at (602) 542-3855 with any online registration difficulties. Waiting list information will be made available on the [2019 Transition Conference](#) or the [Arizona Directors’ Institute](#) websites once capacity is reached. Waitlist registrants will be contacted if a conference slot becomes available. Final notification of slot availability will occur no later than August 2, 2019.

### **Registration Cost for Each Conference**

#### **Administrative Professionals**

\$100 – Wednesday Afternoon Only

#### **Educators, Service Agency Providers, and Other Professionals:**

\$300 – Standard Registration

#### **Youth, Young Adults, and Family Members:**

\$300 – Standard Registration

### **PLEASE NOTE:**

- ♦ There is no discounted rate for attending both conferences.

### **Registration Contact Person**

All questions regarding conference registration (e.g., payment, refunds, cancellations, substitutions, dietary needs, ADA accommodations) should be directed to:

- ♦ **Transition Conference**—[Jeannette Zemeida](#) via e-mail or via phone at (602) 542-3855
- ♦ **Directors’ Institute**—[Abby Sanchez](#) via email or via phone at (602) 364-3026

**Registration Payment**

When paying with check, purchase order, or internal transfer, payment is due within 30 days of invoice. Credit card payments are processed at the time of registration. Cash cannot be accepted.

Make checks payable to "Arizona Department of Education".

Mail payment to: Arizona Department of Education  
Exceptional Student Services, Attn: Accounts Receivable  
1535 West Jefferson, Bin 1  
Phoenix, AZ 85007

**Attendance Confirmation**

Registrants will receive an automatic email confirmation and an invoice when registration is completed through the Event Management System (EMS). Please add [ems-notification@azed.gov](mailto:ems-notification@azed.gov) to address books to ensure that confirmation emails are received. Registration is not guaranteed until confirmation has been made and payment has been received by ADE.

**Refunds and Cancellations**

To receive a refund, cancellations must take place in ADE Calendar of Events ten working days prior to the first day of the event date. The registration fee will be charged to those who are "no-shows" and have not cancelled within ten working days prior to the event start date. Exceptions may be made for emergency situations only up to the event start date. Exceptions are at the discretion of ADE staff.

**Registrant Substitutions**

Please advise ADE of any attendee substitutions by *July 26, 2019*, by contacting Jeannette Zemeida or Abby Sanchez with name changes.

**Special Dietary Needs**

If special dietary needs are required, please complete the appropriate section on the registration form.

**ADA Accommodation Needs**

If Americans with Disabilities Act (ADA) accommodations are required, please complete the appropriate section on the registration form by *July 20, 2019*. Accommodations requested after this time cannot be guaranteed.

**Sleeping Room Registration**

Make sleeping room reservations directly with the JW Marriott Desert Ridge at [1-800-835-6206](tel:1-800-835-6206), or by following this [link](#) to register online. Rooms will be held under "Arizona Department of Education Conference" until *July 18, 2019, at 5:00 p.m.* at the rate of \$129.00 per night (not including state and local taxes). A limited number of accessible sleeping rooms are available. If an accessible sleeping room is required, please specify this request at the time the hotel reservation is made. Please note: the JW Marriott Desert Ridge charges portage and maid service fees for overnight stays. ADE/ESS *will pay these fees* for rooms reserved under the ADE Conference block rate and participants will not be charged separately.

## Conference Schedule

### **Sunday, August 18, 2019**

4:30 p.m. – 6:00 p.m.

Early Registration

### **Monday, August 19, 2019**

7:00 a.m. – 8:30 a.m.

Registration & Breakfast Buffet

8:30 a.m. – 10:30 a.m.

Welcome, Keynote Address, Awards Presentation

10:45 a.m. – 12:00 p.m.

Concurrent Sessions

12:00 p.m. – 1:00 p.m.

Lunch

1:00 p.m. – 2:15 p.m.

Concurrent Sessions

2:30 p.m. – 3:45 p.m.

Concurrent Sessions

4:00 p.m. – 7:00 p.m.

Youth & Young Adult Events

4:00 p.m. – 7:00 p.m.

Parent & Family Workshop

4:00 p.m. – 7:00 p.m.

Professionals Event

### **Tuesday, August 20, 2019**

6:45 a.m. – 8:30 a.m.

Registration & Breakfast Buffet

8:30 a.m. – 10:00 a.m.

Welcome & Keynote Address

10:15 a.m. – 11:30 a.m.

Concurrent Sessions

11:30 a.m. – 12:30 p.m.

Lunch

12:45 p.m. – 2:00 p.m.

Concurrent Sessions

2:15 p.m. – 3:45 p.m.

Concurrent Sessions

4:00 p.m. – 5:30 p.m.

Reception & Raffle Drawing

### **Wednesday, August 21, 2019**

7:00 a.m. – 8:00 a.m.

Breakfast Buffet (Transition Conference)

8:00 a.m. – 9:15 a.m.

Concurrent Sessions (Transition Conference)

9:30 a.m. – 10:45 a.m.

Concurrent Sessions (Transition Conference)

11:00 a.m. – 12:15 p.m.

Concurrent Sessions (Transition Conference)

12:15 p.m.

Lunch (Transition Conference)

11:00 a.m. – 12:15 p.m.

Lunch & Registration (Directors' Institute/Administrative Professionals)

12:30 p.m. – 1:45 p.m.

Concurrent Sessions (Directors' Institute/ Administrative Professionals)

2:00 p.m. – 3:15 p.m.

Concurrent Sessions (Directors' Institute/ Administrative Professionals)

3:45 p.m. – 5:00 p.m.

Concurrent Sessions (Directors' Institute/ Administrative Professionals)

### **Thursday, August 22, 2019**

7:00 a.m. – 8:30 a.m.

Registration & Breakfast Buffet

8:30 a.m. – 10:15 a.m.

Welcome & Keynote Address

10:30 a.m. – 11:45 a.m.

Concurrent Sessions

11:45 a.m. – 12:45 p.m.

Lunch

1:00 p.m. – 2:15 p.m.

Concurrent Sessions

2:30 p.m. – 3:45 p.m.

Concurrent Sessions

### **Friday, August 23, 2019**

8:00 a.m. – 9:15 a.m.

Concurrent Sessions

9:30 a.m. – 10:45 a.m.

Concurrent Sessions

11:00 a.m. – 12:15 p.m.

Concurrent Sessions

12:15 p.m. – 1:15 p.m.

Lunch

1:15 p.m. – 2:30 p.m.

Art Cernosia: Legal Updates

2:45 p.m. – 4:00 p.m.

Art Cernosia: Stump the Attorney