



**New England Head Start Association
2023 Conference Planning
Frequently Asked Questions**

1. What is the date and location of the 2023 December Leadership Conference?
 - The 2023 NEHSA Leadership Conference will be held at the [DoubleTree by Hilton Nashua](#), 2 Somerset Parkway, Nashua, NH 03063.
 - The conference will run Tuesday, December 5, 2023, through Wednesday, December 6, 2023.
 - A pre-conference session will be held on Monday, December 4, 2023.
2. How can I register for the conference?
 - Registration will go live on Wednesday, October 11, 2023, and remain open through Friday, November 17, 2023. The NEHSA Executive Director will send an email to all Region 1 Program Directors announcing that registration has opened.
3. Are there any special discounts available for team registrations or early bird sign-ups?
 - Currently, we are offering discounts to NEHSA members only.
4. What are the accommodation options for attendees?
 - DoubleTree by Hilton has reserved a block of rooms for single and double occupancy at \$155/night.
 - All room rates are subject to an additional 8.5% tax.
 - The room reservation code is **HSA**.
 - Attendees are responsible for making their hotel reservations.
5. What is the conference schedule?
 - The draft conference schedule will be released with registration.
6. How can I submit a proposal to present a session or workshop at the conference?
 - All proposals were due by August 31, 2023, and final decisions were communicated at the end of September.
7. Will there be any opportunities for networking and connecting with other attendees?

- We have scheduled time throughout the event to support networking. There is a block of time allocated to Parent Leader Networking and a block of time for Program Leader Networking.
 - A reception will be held for all conference attendees on Tuesday, December 5, 2023, from 5:00 - 6:00 pm.
 - There will be breaks throughout the day with additional opportunities to connect with colleagues.
8. What COVID-19 safety measures will be in place during the conference?
- Masks and hand sanitizer stations will be readily available throughout the conference area.
9. Are there any opportunities for exhibitors and sponsors to participate in the conference?
- All interested vendors are encouraged to participate through this [submission form](#).
10. Will there be any keynote speakers, and who are they?
- We expect to be joined by representatives from the Office of Head Start for a large session welcome and address. Marina Winkler, Office of Head Start Regional Program Manager and Amanda Bryans, Office of Head Start Education and Research to Practice Supervisor will both be speaking.
 - We will also be joined by Education Development Center (EDC), to learn more about their First 10 Initiative. The speaker is [David Jacobson | EDC](#).
11. Are there any continuing education credits or professional development hours available for attending the conference?
- We are not able to offer CEU at this time. Upon request, we will provide a certificate of participation that can be completed to indicate professional development hours.
12. How can I request special accommodations due to a disability or dietary restrictions?
- Please reach out to our Conference Planner, Caroline Conlin, via email [here](#).
13. Can I use my per diem to pay for food at the Conference?
- Agencies should plan to support attendees with per diem. The per diem allocation can purchase food outside of the conference.
 - A boxed lunch will be provided on Wednesday for attendees to enjoy as they leave the conference and head home.
14. What is the cancellation and refund policy if I cannot attend the conference after registering?
- No refunds are available. We would be happy to transfer the registration to another agency representative.
15. How can I stay updated with the latest conference announcements and news?
- Please visit our [website](#) for the latest updates.
16. Will the conference sessions be recorded, and will they be available for viewing after the event?
- Materials will be available electronically for 30 days after the event concludes.
 - Conference sessions will not be recorded.

17. Will there be any transportation provided to nearby restaurants and venues?
 - Conference participants are responsible for their own transportation.
 - Local restaurants are detailed [here](#).

18. Who can I contact if I have additional questions or need further assistance?
 - Please connect with NEHSA Conference Planner [Caroline Conlin](#).