

Presenter and
Exhibitor Information



2009 Native American Child and Family Conference

"Native American Head Start Programs working
together to build strength through diversity."

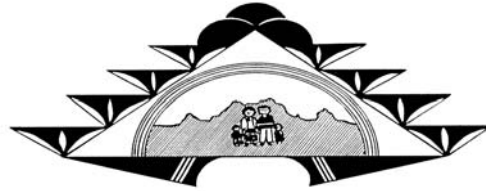


March 1-5, 2009

*Hilton Santa Fe Golf Resort and Spa at
Buffalo Thunder, Santa Fe, NM*

Southwest Consortium of Indian Head Start Programs, Inc.

For more information visit our website at
www.southwestconsortium.org



WHAT IS THE SOUTHWEST CONSORTIUM OF INDIAN HEAD START PROGRAMS?

New Mexico, Arizona, Southern Colorado and Navajo Indian Head Start programs were among the first to be funded in Indian Country. Many tribes operated a 1965 summer program with everyone operational for the school year in 1965. Almost immediately the programs in the 3 states and the Navajo Nation began meeting and forming state associations. As the Indian Head Start programs grew in strength and numbers, directors began to discuss a need for training staff and themselves in some type of annual event.

For 27 years, 1981-2008, the Annual Training Conference has been held either in New Mexico or Arizona and has been a focal point for training front line staff, parents, tribal leaders and management teams. In 1999 the Conference title was changed from the Indian Child and Family Conference (ICFC) to the Native American Child and Family Conference (NACFC) to better reflect the population this training event serves.

The purpose of the Corporation is to improve and promote services to children, families and communities served by Indian Head Start programs through training and technical assistance. The objectives of the Southwest Consortium are:

- To present a voice of mutual concerns to local, state, regional and national agencies.
- To establish and maintain regular contact with national organizations concerned with Indian children and families.
- To serve as a clearinghouse.
- To serve as a resource to directors of Southwest Indian Head Start programs.
- To encourage a network of regional consortiums of Indian Head Start programs through which local program parents, staff and community members voice their mutual concerns and needs.

PURPOSE OF THE NATIVE AMERICAN CHILD AND FAMILY CONFERENCE

The Native American Child and Family Conference serves as a forum for Indian Head Start staff to share information, discuss relevant issues, concerns, new ideas and program changes and build networks for supporting the work they do in their local programs. The overall goal is to have “state-of-the-art” information provided in interactive learning environments.

GOALS AND OBJECTIVES OF THE NACFC

The goal of the Native American Child and Family Conference is to provide Head Start, Early Head Start, and Child Care programs with training opportunities to build their capacity in providing quality services.

There are three Conference objectives:

- To provide quality workshops targeted toward building the knowledge base and beginning skills of front-line staff working directly with children and their families.
- To increase the knowledge base of program management staff in order to provide quality early childhood development services.
- To provide a learning environment for sharing among programs for the benefit of young children moving to become future leaders in their communities.

PRESENTER INFORMATION

You are invited to present at the 28th Native American Child and Family Conference! The Conference serves as a forum for Indian Head Start staff to share information, discuss relevant issues and concerns, discuss program changes and build networks for supporting the work they do in their local programs. The overall goal of the Conference is to have “state-of-the-art” information provided in an interactive learning environment. If you know a trainer who would be interested in presenting, please forward this information on to them.

The theme for this year’s Conference is “Nurturing the Spirit of Our Native Children.” The NACFC will be held at the Hilton Santa Fe Golf Resort & Spa at Buffalo Thunder, 20 Buffalo Thunder Trail, Santa Fe, New Mexico, 87506 from March 1-5, 2009.

Please submit your Proposal using the provided form by December 19, 2008. It can be faxed or mailed to the Conference Coordinators.

If you have any questions regarding your proposal, please call 405-360-2919.

TOPIC AREAS FOR WORKSHOP PRESENTATIONS

Your workshops must address one of these areas.

Early Childhood

Development/Education

- Basic child development
- Screen and assessment
- Child outcomes and tracking
- Early literacy in classroom
- Numeracy
- Science
- Parent involvement
- Culture in the classroom
- Behavior management
- Classroom arrangement
- Conducting home visits and parent conferences
- Child and family staffing conferences
- Effective use of volunteers in the classroom
- Using computers in the classroom
- NRS data: how should it be used?
- Head Start program performance standards

Health Services

- Childhood obesity
- Childhood diabetes
- Cycle menus
- Nutrition activities in the classroom
- Child tracking, referral and follow-up
- Parent Involvement
- Child abuse and neglect
- Behavior development
- Safe and healthy facilities
- Staff wellness
- Contagious diseases
- Exercise programs for young children
- Using a mental health consultant
- Head Start program performance standards

Disabilities Services

- Head Start Performance Standards
- IFSP/IEP Process
- Disabling Conditions
- Disabilities Service Plan
- Individualizing for Children with Special Needs
- Working with local School Districts (IA’s)
- Curriculum/Classroom Adaptations

Family Services

- Conducting home visits
- Effective family partnership agreements
- Building relationships with families
- Tracking family services
- Building effective recordkeeping systems
- Information and referral systems
- Effective interviewing techniques
- Working with groups
- Role of the family services worker in child and family staffing
- Using volunteers in family services
- Head Start program performance standards

Community Participation and

Partnerships

- Understanding the community
- Developing relationships with community agencies
- Establishing community partnerships
- Effective health services advisory committee
- Developing effective community resource directories
- Strategies for involving the community
- Head Start program performance standards

Parent Involvement

- Male Involvement
- Head Start philosophy for involving parents in the program
- Activities for parent transition into the Head Start program
- Parent orientation activities
- Planning parent involvement activities
- Engaging parents in home visits and conferences
- Educational activities for parents at home
- Parent training programs re-enforcing a child’s learning
- Assessing a program’s readiness for parent involvement
- Conducting effective parent meetings
- Staff roles in parent involvement
- Basics of parliamentary procedures for parent meetings
- Head Start program performance standards

Management

- Orientation to Head Start for new staff and parents
- Head Start core values and principles
- Basics of Community Assessment
- Developing a master planning calendar
- Professional development programming
- Training plan development
- PRISM preparation for everyone
- Program information reporting
- Budgeting and the GABI
- Technology and program management
- Recordkeeping and reporting systems
- Tracking average daily attendance and responding to short falls
- Monitoring systems effect on program quality
- Self-assessment process and program improvements
- Overview of the grants management regulations
- Effective recruitment programs
- Effective screening and enrollment processes
- Designing program options to meet pre-k competition
- Program governance making it work
 - Roles and responsibilities of the governing body
 - Roles and responsibilities of the policy council
 - Shared decision-making in Head Start
- Effective parent committee organization and operation
- Head Start program performance standards

Program Enhancements

- Team building and the management staff
- Leadership development and styles
- Native language/cultural programs
- Adult literacy programs
- Wellness programs for Head Start
- Involving youth in Head Start

Call for Workshop Proposals - Due December 19, 2008

WORKSHOP PROPOSAL FORM

28th Native American Child and Family Conference - March 1-5, 2009

PLEASE PRINT OR TYPE CLEARLY - PROPOSALS MUST BE SUBMITTED USING THIS FORM

Presenter Name: _____

Title/Position: _____

Company: _____

Address: _____ City, State, Zip: _____

Phone: _____ Fax: _____ E-Mail: _____

Co-Presenter Name: _____

Title/Position: _____ Company: _____

Address: _____ City, State, Zip: _____

Phone: _____ Fax: _____ E-Mail: _____

Workshop Title (as it should appear in the program):

Workshop Description (as it should appear in the program, 3-4 sentences):

Please list Training Objectives:

1. _____

2. _____

3. _____

Time Length: 1.5 hrs 3 hrs Will you need a screen? YES NO

Are you willing to repeat this workshop? Yes (If yes: Same day Different Day) No

Preferred day(s) to present? (check if applicable): Tuesday, Mar 3 Wednesday, Mar 4 Thursday, Mar 5

ALL PRESENTATIONS ARE MADE ON A DONATION BASIS. THE CONFERENCE WILL NOT PAY FEES OR EXPENSES. SCREENS WILL BE PROVIDED BUT ALL OTHER AUDIO VISUAL EQUIPMENT IS AT THE PRESENTER'S EXPENSE.

PLEASE SUBMIT NO LATER THAN DECEMBER 19, 2008

Please fax or mail to: NACFC/TFA Conference Coordinators

P.O. Box 5508, Norman, OK 73070 • Phone: 405-360-2919 • Fax: 405-360-3069

If your proposal is accepted you will receive confirmation of the day and time you present.

EXHIBITOR/ADVERTISER INFORMATION

The Southwest Consortium of Indian Head Start Programs enthusiastically invites you to participate in our *28th Native American Child and Family Conference*. As a vendor who does business with our programs, we are announcing the opportunity for you to exhibit at the Conference, purchase advertising space in the Conference program and donate to Conference activities. We are expecting approximately 400 participants from Indian Head Start and Child Care programs representing the entire nation.

LOCATION AND SETUP

The Conference will be held at the Hilton Santa Fe Golf Resort & Spa at Buffalo Thunder, 20 Buffalo Thunder Trail, Santa Fe, New Mexico, 87506 from March 1-5, 2009. Exhibit areas may be set up on Monday, March 2 at 12:00 p.m. until Thursday, March 5 at 12:00 p.m.

FEES

Vendor/Exhibit fee is \$300.00 for Corporate Vendors and \$150.00 for Native Vendors for one skirted table and 2 chairs. Additional tables will cost \$60.00 each.

If you will require audio/visual equipment, electrical outlets or cords or any additional equipment, you will be responsible for the expense at the time you submit your application. The cost for all 3 days is \$100.00 for a 120 volt electrical connection and \$25.00 for an extension cord/power strip. If you have any questions, please call Teri Stringer at (405) 360-2919.

We are requesting that each Vendor donate 1 door prize for the Conference.

If you are unable to attend the Conference or would like to have additional advertising of your company, please consider purchasing an ad to be in the Conference program.

SHIPPING

If it is necessary for you to ship your exhibit, boxes should be addressed as follows: Recipient's Name, NACFC, 20 Buffalo Thunder Trail, Santa Fe, New Mexico, 87506, Box ___ of ___, phone 505-455-5555. Be sure that your name and company are prominently displayed on the label.

HOTEL ARRANGEMENTS

A block of sleeping rooms has been reserved at the Hilton at a rate of \$86.00 single/double, \$106 triple, \$126 quad plus 10.88% tax. The telephone number is 505-455-5555. Please tell them you are with the Southwest Consortium Conference to obtain the special rate.

PLEASE NOTE: PAYMENT MUST ACCOMPANY YOUR APPLICATION.

We look forward to seeing you at our Conference!

EXHIBIT/ADVERTISING SPACE APPLICATION

Submit by January 16, 2009

Name (as on namebadge): _____

Additional Namebadges: _____

Business Name: _____

Address: _____

City, State, Zip: _____

Phone: _____ Fax: _____

Email: _____

EXHIBIT SPACE

We would like the following type of exhibit space (please check appropriate space):

	\$300	Exhibitor space w/ table – Corporate Vendor		\$60	Additional table (limit 1 per vendor)
	\$150	Exhibitor space w/ table – Native Vendor		\$100	Electrical connection
	\$100	Display space w/ table at Conference (not staffed)		\$25	Extension cord/power strip

ADVERTISING SPACE

We would like the following type of advertisement (please check appropriate space):

	\$25	¼ page (3.7" x 4.9")		\$300	Inside front cover – full page
	\$50	½ page (7.5" x 4.9")		\$300	Inside back cover – full page
	\$100	Full page (7.5" x 10")		\$300	Opposite Daily Schedule – full page

For advertisements opposite the Daily Schedule or on the front/back covers, please contact Kristi at 405-360-2919 to determine availability.

- Please use our copy for the ad, the file for which is enclosed (or email to kristi@threefeathersassoc.com)**
 - File submission is requested in TIFF format. If this is not available, files may also be submitted in the following formats: Adobe Pagemaker, Adobe pdf, WordPerfect or Microsoft Word. **All ads must be in black and white, no grayscale.**
- Please typeset our ad copy – attach copy on a separate sheet or in an e-mailed file**
 - Note: *there will be an additional \$25 charge for SWC to typeset any copy.*
 - Please use the back of this sheet (or an additional sheet) for text to be typeset or to specify a style/layout. If no style/layout is specified, our editor will fit the ad in the best configuration possible.

PAYMENT INFORMATION

PAYMENT MUST ACCOMPANY YOUR APPLICATION. Due to limited space, we cannot reserve tables without payment.

Make checks payable to:

Southwest Consortium
P.O. Box 5508
Norman, OK 73070

QUESTIONS? Call or Fax Carol Wedel
Phone: 405-360-2919
Fax: 405-360-3069

Credit card users please complete the following: [] Visa [] MasterCard

Account number: _____	Expiration date: _____
Signature _____ (Required)	

This program will be distributed to approximately 400 Head Start/Early Head Start program staff attending our March 1-5, 2009 Conference. Your contribution is considered a donation to the Southwest Consortium of Indian Head Start Programs, Inc., a 501(c)(3) non-profit corporation. Thank you for supporting our non-profit, educational endeavor! (EIN # 85-0343380)

NOTE: All ads must be received at the SWC Office by January 21, 2009.