

# LEADFCS

*Leading, Engaging, Advocating, Developing*  
Family & Consumer Sciences Education

Annual State Administration Conference  
January 12-15, 2022  
San Diego, California



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## Conference Information

LEAD FCS Education members will gather **Wednesday, January 12 through Saturday, January 15** at the Hilton Bayfront Hotel in San Diego, California to collaborate, learn, and explore Family and Consumer Sciences concepts. You will work with fellow members, attend professional development activities, develop state level Family and Consumer Sciences administration tools, and build relationships with business and industry professionals that support our profession and the work of FCS Administrators, FCCLA State Advisers, and FCS Teacher Educators. Don't miss this amazing opportunity.

## FCCLA State Adviser Management Meeting Attendance

The LEAD FCS Education Spring Administration Conference will be held in conjunction with the FCCLA State Adviser Management Meeting (SAMM) January 13-15, 2022. Conference attendees will have joint sessions with FCCLA.

## Membership

If you are a LEAD FCS Education member, you will have the option of renewing your membership for 2021-2022, prepaying for your 2022-2023 membership, or both during registration.

## Meals on Your Own

The following meals are included in the conference registration:

- Wednesday: welcome reception
- Thursday: breakfast voucher, lunch, and FCS reception
- Friday: breakfast voucher, lunch, and dinner
- Saturday: breakfast voucher, lunch

If you are extending your stay outside of the conference, you are welcome to enjoy the following restaurants onsite at the Hilton Bayfront Hotel:

[Odysea](#)

[On the Rocks Food Truck](#)

[The Pool Club](#)

There are also [numerous restaurants](#) nearby in San Diego.



## Draft Conference Agenda

Wednesday January 12	Thursday January 13	Sunday January 14	Saturday January 15
<b>12:00–1:00 PM</b> Registration	<b>7:00–8:00 AM</b> Breakfast on Your Own	<b>7:00–8:00 AM</b> Breakfast on Your Own	<b>7:00–9:00 AM</b> Breakfast on Your Own
<b>1:00–2:00 PM</b> Opening Session & Welcome	<b>8:00–10:00 AM</b> Committee Work	<b>8:30–9:30 AM</b> Board Update & Strategic Plan Feedback	<b>8:30–9:00 AM</b> CFTFK Update on Advocacy Opportunities
<b>2:00–3:00 PM</b> Building Partnerships	<b>10:00 AM–12:00 PM</b> Business Meeting	<b>9:30–10:45 AM</b> Competitive Events Integration and Updates (Include discussions on Baking & Pastry and Culinary Arts)	<b>9:00–10:00 AM</b> Ethics Training Resources
<b>3:00–4:00 PM</b> Teaching as an FCS Pathway	<b>12:00–2:00 PM</b> Networking Lunch	<b>10:45–11:45 AM</b> Communications Update	<b>10:00–11:00 AM</b> Career Cluster Update
<b>4:00–6:00 PM</b> State Management Best Practices	<b>2:00–4:30 PM</b> Program of Work Sessions	<b>11:45 AM–12:00 PM</b> Board Election	<b>11:00–11:45 AM</b> LEAD FCS Professional Development
<b>6:30–9:00 PM</b> Welcome Reception	<b>1:30–3:00 PM*</b> <b>New State Adviser Training</b> (For state advisers with less than three (3) years of experience.)	<b>12:00–1:00 PM</b> Networking Lunch	<b>11:00 AM–11:45 PM</b> Membership Update
	<b>3:15–4:15 PM*</b> FCCLA SAMM Sessions	<b>1:30–3:30 PM</b> LEAD FCS Professional Development	<b>12:00–1:00 PM</b> Lunch
	<b>4:30–5:30 PM</b> FCS/FCCLA Partnership Make it Count!	<b>1:30–3:30 PM</b> FCCLA SAMM Sessions	<b>Departure</b>
	<b>6:00–10:00 PM</b> FCS Reception	<b>6:00–8:00 PM</b> Dinner Reception	

**LEAD FCS Education Session**

**Joint Session for LEAD FCS Education and FCCLA SAMM**

**FCCLA SAMM Session**

## Conference Registration

All 2022 LEAD FCS Education Conference registrations occur below in the [FCCLA portal](#). Follow these steps to register:

- Select '**Register Advisers**' to register. Complete all fields and click through to the 'Finish' button.
- Select the '**Accept Disclaimers**' button to read all disclaimers and policies. Scroll down to the bottom and check that you accept the disclaimers and waivers.
- Select all the boxes for the individuals you want on an invoice. If you want everyone on one invoice, select the '**Select All**' box.
- Select the '**Submit Registration**' button to review the registration summary. If everything looks good, click 'Confirm' to create an invoice and be officially registered for the conference. If the summary is not correct, select 'Cancel' and review your registrations.
- To view, download, or pay your registration invoice, go to the '**Accounting**' tab across the top.

Once your registration is submitted, you will receive a registration confirmation email with payment and housing details. If you have not received your registration confirmation email within 24-48 hours, check your junk/spam folder. If you are still unable to locate the email, please call 703-476-4900 or email [meetings@fclclainc.org](mailto:meetings@fclclainc.org).

## Registration Rates

Rate Type	Regular Registration	Late Registration
Members	\$250.00	\$275.00
Non-Members	\$275.00	\$300.00

## Registration Deadlines

### December 15:

- Regular registration rate ends at 5:00 PM ET
- Cancellations must be submitted by 5:00 PM ET to be eligible for a refund, less applicable administrative fee of \$25. No refunds will be honored for cancellations received after this deadline.
- Substitutions must be submitted by 5:00 PM ET to be processed at no charge. Requests made after this date will incur a \$25 administrative fee per substitution.

## General Information

- Registration is required to participate in all sessions.
- Once you submit your registration and an invoice is created, you are responsible for payment.
- To submit a cancellation or name change/substitution request, you must follow the 'Cancellation/Substitution Request' policy.
- To review your invoice(s) go to the 'Accounting' tab.

## Hotel Information

### Hilton San Diego Bayfront Hotel

San Diego Bayfront Hotel

1 Park Boulevard

San Diego, CA 92101

Phone: (619) 564-3333

<https://www3.hilton.com/en/hotels/california/hilton-san-diego-bayfront-SANCCHH/dining/index.html>

## Hotel Rate

Conference lodging rate is \$147.00 (plus tax) per night per room. This rate is good for the check-in date and through the FCCLA SAMM. The rate does not include the daily optional urban destination charge of \$35 per night per room plus local and state tax. At check-in, you will confirm if you would like to add this to your nightly rate. This optional additional rate will include the following:

- Premium Guest Room Internet
- \$35 Food & Beverage Credit (excluding tax & gratuity) - valid only at Vela, Odysea Lounge, The Pool Club, or in-room dining
- 1-hour kayak or paddleboard rental at SeaForth Boat Rentals, or 1-hour bicycle rental from Wheel Fun Rentals

Conference rates will be honored over the conference dates (January 12-15, 2022). A limited number of rooms are available before and after the conference dates. Rates and availability may vary based on extended arrivals/departures.

Reservations

## Reservations

The hotel reservation link will be provided in the registration confirmation email. Hotel reservations must be made on the official Housing Reservation Site. After your registration is submitted, you will automatically receive an email confirmation with instructions to make hotel reservations. If you do not receive a registration confirmation within 48 hours, email [meetings@fcclainc.org](mailto:meetings@fcclainc.org). Check your spam or junk mail folder, where the email confirmation may have been filtered.

## Reservation Deadline

All reservations must be made no later than December 15, 2021. Requests made after December 15, 2021, cannot be guaranteed at the conference rate or within the official conference hotel block.

## Payments

A credit card is required when making your room reservations to guarantee the room(s). The card on file will not be charged until you arrive onsite. If paying by check, the hotel will charge the credit card on file for the total balance due if they have not received full payment at least 14 business days prior to your arrival. All checks must be made payable to and mailed to the hotel. If paying the final bill with a credit card, not in your possession, follow the directions in the registration confirmation email.

## Travel Information

### Air Travel

Conference attendees should fly in and out of the San Diego International Airport (SAN). SAN offers service to many US cities and flights from most major airlines. Visit <https://www.san.org/> for more information about your trip into San Diego.

### Ground Transportation

For your convenience, SAN offers a variety of ground transportation options. Visit <https://www.san.org/to-from> for more information about all the options.

### Ride Share (Uber, Lyft)

Uber and Lyft are available at SAN. You can pick up a Ride Share at both Terminal 1 and Terminal 2.

- **Terminal 1:** Exit baggage claim via the escalators, walk across the Sky Bridge toward Ground Transportation and the parking lot, exit down the escalators toward the parking lot, and turn right to the Transportation Plaza. Use crosswalk to the third lane for pick-up area. See signage for assistance.
- **Terminal 2:** Upon exiting baggage claim, use main crosswalk to Transportation Plaza. Ridesharing pick-up is located in the second lane on the right. See signage for assistance.

## Health & Safety Protocols

LEAD FCS is offering an in-person education conference in San Diego, CA, to state advisers pursuant to local government orders permitting such gatherings at this time. LEAD FCS requires all attendees to comply with safety precautions specified in the state, local government, and CDC guidelines. Any person disclosing or exhibiting symptoms of COVID-19, or knowingly exposed to the disease, will be refused admittance to the in-person conference. Any person refusing to comply with required safety protocols will be required to leave the conference at their own expense. Before receiving your name badge and registration materials on-site and entering the conference, you will be asked to acknowledge and accept the terms and conditions identified on the [COVID Safety Agreement and Waiver Form](#). A signed COVID Safety Agreement and Waiver Form will be required for every attendee.

## Registration Policies

- Each person attending the conference, or any part of the conference must be officially registered. Each registrant will receive a computer-generated name badge that serves as admission to all sessions and workshops.
- Only registered attendees may participate in meal functions, receptions, sponsored events, and tours.
- You must click the 'Submit Registration' button and 'Confirm' which will create an invoice to be considered officially registered.
- Registration packets will only be distributed to attendees with a zero balance or by securing the balance with another form of payment when picking up registration materials.



- If paying registration invoice by purchase order or check, full payment must be received at National Headquarters by January 31, 2022.
- If you register for the conference and do not cancel prior to the deadline or are a “no-show,” your state/chapter will be responsible for the balance due. Your chapter/state will not be able to register for future national conferences/meetings until the balance has been paid in full.

### **Conference Registration Cancellation and Refund Policy**

- Cancellation and refund requests must be submitted online through the FCCLA portal by December 15, 2021, at 5:00 PM ET. Telephone, email, and fax cancellations will not be accepted.
- For cancellations received by the deadline, LEAD FCS will refund your conference registration less a \$25 administrative fee per attendee cancellation.
- Requests for refunds will not be honored for cancellations received after December 15, 2021, at 5:00 PM ET.
- Refunds for “no-shows” will not be honored, and the registrant and/or chapter/state will still be responsible for all registration fees. Please note your chapter/state will not be eligible to register for future FCCLA national conferences/meetings until the balance has been paid in full.
- All refunds will be processed following the conference.

### **Name Changes/Substitutions Policy**

- Name changes/substitutions must be submitted online through the FCCLA portal by December 15, 2021, at 5:00 PM ET. Telephone, email, and fax changes will not be accepted.
- LEAD FCS will process the name change/substitution without penalty until December 15, 2021, at 5:00 PM ET.
- All requests for name changes/substitutions received after December 15, 2021, at 5:00 PM ET will incur a \$25 substitution fee.

### **Housing Policy**

FCCLA contracts with hotels in cities where the nationally sponsored meetings are held. Room rates and cost of meeting space are based on an anticipated room pick-up. It is important that FCCLA attendees stay within the official meeting/conference hotel block when attending the meeting/conference.

Attendees not staying within the official meeting/conference hotel block will be assessed a \$125 fee per registration. This policy will not be implemented once the hotel block is completely sold out. Availability of a preferred room type will not provide an exemption from this policy.

Only registered conference attendees are eligible to take advantage of the FCCLA negotiated conference room rates within the FCCLA housing block dates. To accommodate FCCLA members and for the safety of all attendees, every guest staying within the FCCLA conference block must be registered for the conference.

# 2022 LEAD FCS CONFERENCE COVID SAFETY AGREEMENT & WAIVER FORM

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LEAD FCS is offering the 2022 Annual State Administration Conference in San Diego, CA, to members pursuant to local government orders permitting such gatherings at this time. LEAD FCS/FCCLA requires all attendees and National Staff to comply with safety precautions specified in the state, local government, and CDC guidelines. Any person disclosing or exhibiting symptoms of COVID-19, or knowingly exposed to the disease, will be refused admittance to the conference. Any person refusing to comply with required safety protocols will be required to leave the conference at their own expense. Before receiving your name badge and registration materials on site and entering the conference area, you will be asked to acknowledge and accept the following terms and conditions. A signed form per attendee will be required.

- I confirm that I have not knowingly been exposed to anyone testing positive or presenting symptoms of COVID-19 within the last five (5) days before arriving on site.
  
- I confirm I have not myself tested positive or presented any of the symptoms of COVID-19 listed below. I will not enter the conference area if I am experiencing any signs or symptoms of COVID-19. I acknowledge that common symptoms of COVID-19 include:
  - Fever (temperature of 100.4 F or higher)
  - Chills
  - Cough
  - Shortness of breath or difficulty breathing
  - New loss of taste or smell
  - Sore throat
  - Congestion or runny nose
  - Nausea or vomiting
  - Diarrhea
  
- I confirm I will immediately quarantine myself and leave the conference area and notify LEAD FCS/National FCCLA Staff if I, or someone I have been in close contact with, is exposed to COVID-19, exhibits COVID-19 symptoms or receives a positive COVID-19 test result.
  
- I expressly agree to fully comply with appropriate COVID-19 health and safety measures and protocols set for attendance at the conference, including the requirement to wear face masks at all times, if required, and maintain appropriate social distance in accordance with applicable state and local requirements.
  
- While in attendance at the conference, I will make every effort to maintain CDC-recommended hygiene procedures at all times, including following the guidelines of frequent hand washing (or suitable hand sanitizer), avoid touching my eyes, nose, and mouth in public places and covering coughs or sneezes with a tissue or inside my elbow.
  
- Assumption of Risk:** The COVID-19 virus continues to spread from person-to-person contact and other means, and people reportedly can spread the disease without showing symptoms. Evidence has shown that COVID-19 can cause serious and potentially life-threatening illness and even death. Therefore, if you choose to participate in the conference, you may be exposing yourself to or increasing your risk of contracting or spreading COVID-19, despite our safety precautions. In exchange for being allowed to participate, I hereby choose to accept the risk of contracting COVID-19 for myself or my family.
  
- Waiver of Lawsuit/Liability:** I hereby forever release and waive my right to bring suit against FCCLA and LEAD FCS and its officers, directors, managers, officials, trustees, agents, employees, or other representatives in connection with exposure, infection, and/or spread of COVID-19 related to my participation in the conference. I understand that this waiver means I give up my right to bring any claims including for personal injuries, death, disease or property losses, or any other loss, based upon claims of negligence.

# 2022 LEAD FCS CONFERENCE COVID SAFETY AGREEMENT & WAIVER FORM

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I certify that I have reviewed the COVID Safety Agreement & Waiver Form and agree to follow the protocols as stated throughout the conference. I understand that all attendees not adhering to the safety protocols will not be admitted into the conference area or into any sessions.

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State Adviser/Administrator  
PRINTED NAME

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State Adviser/Administrator  
SIGNATURE

---

DATE SIGNED

---

State Association

This form must be turned in onsite when picking up conference registration materials. **PLEASE DO NOT SEND SIGNED COPIES TO LEAD FCS.**