



## Tips for a Successful Conference Experience at the TASC HS Annual Conference

Welcome to our exciting new venue in Irving.

### Hotel Reservations:

- If you are having difficulty reserving a hotel room, have an issue with your hotel during your stay, need to have the exact cost of your reservation early, or need to be certain there is bus parking, see information on the TASC website. If you do not find what you need, call the housing bureau (number on TASC website.)
- Request the total for your bill in advance from our Housing Bureau. (If you need this early, contact the housing bureau with email or phone call. They should be able to give you a total with tax.
- Be sure to let the housing bureau know if you will have a bus. Many hotels have limited bus parking, and there is NO general bus parking at the Convention Center. If you are running for office and need bus parking, TASC has a limited number of spaces which can be purchased. Contact [terry@tassp.org](mailto:terry@tassp.org) regarding that.

### Hotel Check-in .

- Hotels make rooms available as guests check out and they are cleaned. All the rooms on a hall are not vacated nor cleaned at the same time. For that reason, it is difficult to put a block of rooms together on the same wing or even same floor. Hotel staff will attempt to accommodate those requests, but it will probably delay check in and may not be possible.
- Hotel rooms are rarely available prior to 3:00 pm.
- For an easier check in, we suggest the following:
  - Leave your luggage on the bus or in the van until you know your rooms are ready. (There is limited room to store luggage in the hotel if rooms are not ready.)
  - Have a printed list of your room assignments to give to the desk clerk. That will expedite their entering information. Have your completed tax exemption form with you as well.
- Do not put student names on doors at hotels. That is a red flag that minors are in the room.
- Do careful room checks and enforce curfew.
- Please be considerate by checking out on time. You can ask for a late checkout time to see if the hotel can accommodate you.
- Do not allow students to have meals delivered to their hotel rooms. That is a safety hazard. With your permission, students may pick up meal deliveries in the hotel lobby.

### Parking

- Parking is available for cars and vans at the Convention Center. Parking is \$5 per day with in and out privileges.
- Please read the information regarding bus parking on the website on the hotel reservation link carefully.
  - There is no bus parking at the Convention Center or at the Westin.
  - Not all hotels have bus parking, and some have limited bus parking.
  - [Some parking is available on the DART lot.](#) Contact them for more information.

## Conference Registration – 2022-

- TASC will have alpha range sites available for those who pre-registered (registered and paid). On-site registration (unpaid) takes place at the TASC booth. Conference t-shirts for those who registered by the deadline may be picked after you check in to the conference.
- Your registration will move much faster if you pay in advance. Those who have not paid in advance, will need to go to the onsite registration booth.
- We have a welcome booth with TASC District ribbons for advisors and stars for name badges of new advisors on the first floor of the Convention Center. Please stop by with any questions you have.
- All attendees must have a TASC wristband and a printed name badge. TASC will request attendee at least two weeks prior to arrival. Name changes, lost name badges, etc. will require a badge to be printed onsite and will require extra time.

## Day One

- We will have special sessions for students and advisors as well as activities, campaigns, and activities all afternoon on Day One. Please arrive early enough to allow your students and yourself time to participate. We recommend arriving no later than 3:30 pm.
- There may be an opportunity to purchase dinner to be eaten onsite on Day One. Advance purchase is required. More information will be posted soon.
- Please note that there are no fast food restaurants very near the Convention Center and that restaurants in the Toyota Music Factory are more expensive than fast food is.
- No food may be taken into the Convention Center or on the 2<sup>nd</sup> floor patio available by stairs from the lawn.

## Programs

- Everyone will have access to the Conference App.

## Meals during the Conference

Note whether or not your hotel provides breakfast. Students are to be dressed appropriately for breakfast if it is served in the hotel. (Please ensure that each student is aware of the TASC dress code.)

- Lunch may be available for advance purchase to be eaten at the Convention Center.
- There are restaurants that deliver. If you order a delivery, let the restaurant know where you will be in the hotel and the importance of the delivery person having your cell phone number. See the list of those restaurants on the website. The Convention Center does not allow outside food to be taken in to the Center.
- We are located just across the street from the Toyota Music Factory. There are many restaurants (no shopping). However, many may not have student friendly pricing. If you plan to take a group there for dinner or lunch, we recommend calling for reservations.

## Items to Purchase

- There will be some items for sale at the conference that will interest students. Therefore, you may want to let them know they may want to have spending money for items such as t-shirts, patches, TASC stickers, etc.

## Door Prizes

We will have door prizes for both advisors and students. Most will be awarded via gamification on the mobile app. We will post the winners by the Conference registration desk and text winners as well. Prizes are specific for students and advisors. Please be careful to enter via the correct link.

- Prizes must be picked up at the Conference Registration desk/bookstore on the third floor **before 3:30 p. m. on Day Two of the Conference.**

## Evening at Six Flags

Beginning at 5:00 pm on Day Two TASC buys out Six Flags. Dinner will be served there as well. (Dinner tickets are handed out as you register. That determines your dinner time.) There is no Plan B in case of rain. If there is inclement weather, Six Flags will provide rain checks for entrance to the park at another time. Six Flags tickets for bus drivers, guests, etc. may be purchased at the conference. We do have two advisor hospitality areas at Six Flags.

## General Sessions

We have a very strong program planned for you, and both the opening general session and the closing general session are integral parts of the entire program. Explain to your students this is also a business meeting. Delegations should not begin to leave a general session before it is adjourned. and excellent audience etiquette is expected. All advisors are expected to sit with and supervise their students during the general sessions, and the Advisor Hospitality Room will be closed. Please do not leave empty seats in the middle of rows. Attendees may not stand at the back of the room. Food and drink is not allowed in general sessions.

- We will conclude no later than noon on Day Three. Plan to stay for the entire session as groups leaving early are a disruption.

## No Refund Policy

► Please note that the TASC Board of Directors has established a no refund policy if cancellations are made after the Early Bird Registration deadline. If you do need to cancel a registration by the deadline, communicate with Lori De Leon at [lori@tassp.org](mailto:lori@tassp.org) in writing by the stated deadline. Payment is expected for all registered for the event.

## Dress Code Policy

- TASC requires students and adults participating in a TASC event dress appropriately for that activity. Unless otherwise stated, event dress is casual, and projects a positive image at all times. Our dress code is set at a higher standard than school dress codes because we represent our association. Those attending TASC events must adhere to the following regulations for all garments:
  - Be opaque (not see through)
  - Have sleeves (Garments with no sleeves may have a cover up added to bring the garment into dress code.)
  - Have a front and back
  - Fit at or cover the waistline
  - Not show cleavage or chest
  - Be no shorter than mid-thigh
  - Have no rips or holes above mid-thigh through which skin shows
  - No display or refer directly or indirectly to alcohol or alcoholic products, drugs or drug paraphernalia, profanity, race, politics, violence, offensive language, gender, or sexuality
  - Shorts are not permitted at TASC events held during the school year but are permitted at summer programs and must be no shorter than mid-thigh.
  - Head coverings, except for medical or religious purposes, are not to be worn when inside a building.
- This dress code may be modified for performers or participants at specific TASC events. The costumes and times they may be worn must be approved by a conference committee/director. Shorts are allowed at Six Flags on Day Two of the HS Annual Conference.
- This dress code may be modified for specific events. Advisors will be notified of any changes a minimum of two weeks prior to the event by the assigned TASC designee and are responsible for communicating with all their participants.
- TASC/TASC Districts retain the right to modify a specific dress code for events outside the TASC state calendar.

## Press Release

You can find a press release for the Conference under the Resource Tab on the website. Please give yourself credit for the good work you and your students do.

## Supervision

All advisors are expected to ensure their students follow the dress code and curfew policy (12 midnight). All advisors are expected to chaperone during the conference during general sessions and ensure that students are in sessions throughout the conference. Students are not to be in the halls when breakouts or a general session is in progress. (We are all in this together!)

**Map and Session Assignment**

Please assign students to sessions and go over the map with them so they can find their rooms. They need a second choice in case their first choice is full.

**Convention Center Hallways**

Students should not sit in the hallways at the Convention Center. This creates a fire hazard.

**Inclement Weather**

In the case of dangerous weather, we will follow the guidelines of the Convention Center and the Fire Marshall/Police on site.

**Name Badges**

Anyone attending the conference must have a printed TASC name badge.

**Advisor Hospitality**

Advisor hospitality will be on the third floor of the Convention Center.,

**Advisor Sessions** - Please note sessions for **advisors new to the conference** – Our plan is to provide those online prior to the conference so you can view them at your leisure. For additional information, see the ASK ME booth or ask any advisor wearing an ASK ME button.

Special sessions are planned for all advisors on Day One and Day Two.

**Voting**

- TASC has moved to online voting. Voting delegates and the primary advisor will be issued distinct voter ID codes.
- Voter ID codes can be sent prior to the conference. See the program for information posting on the website in April and the program regarding assistance.