



PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Mark Johnson, *Superintendent of Public Instruction*

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October 10, 2017

MEMORANDUM

To: Educator of Excellence Award Recipients

From: William J. Hussey, Director *WJH*
Exceptional Children Division

Subject: Conference Activities for Educator of Excellence Recognition

Congratulations! You have been selected to represent your LEA as the Exceptional Children Educator of Excellence at the 67th Conference on Exceptional Children. We have planned some very special events for you at the conference.

Please plan to join us at the Sheraton Four Seasons Hotel-Koury Convention Center, 3121 High Point Road, Greensboro, North Carolina on **Thursday, November 16, 2017**, so that you can be recognized. You are allowed to invite **one** guest compliments of the Exceptional Children Division. You may invite additional guests for a fee of \$20.00 per additional guests. The awards banquet is included in conference registration. If staff from your LEA are attending the conference, they can attend the reception at no charge.

As an Educator of Excellence Award recipient, your registration will be sponsored by the Exceptional Children Division. The Exceptional Children Division will not be able to pay lodging or subsistence this year. Please retain your "zero-balance" hotel receipt in the event your school or school system is planning to reimburse your expenses. Please make hotel reservations directly with Sheraton Greensboro Hotel at Four Seasons at 1-800-242-6556. There is a block of rooms reserved at the Koury Convention Center for conference attendees.

The itinerary for **November 16, 2017**, will be as follows:

- 7:30 a.m.** Registration Packets will be available at the Educator of Excellence Booth located in the registration area. Registration packets will contain: Prepaid registration, name tag, and a travel/mileage reimbursement form.
- 9:45 a.m.** Plenary Session, Guilford Ballroom B – Reserved Seating for the Educator of Excellence Recipients
- 6:00-6:30 p.m.** Meet and Greet Gathering of Educator of Excellence and Special Guests with Photo Booth Opportunity, Guilford D
- 6:30-8:00 p.m.** Educator of Excellence Reception and Awards Ceremony (Business Casual Attire) Guilford Ballroom

We look forward to seeing you in Greensboro. If you have any questions, please contact Julie Whetzel at julie.whetzel@dpi.nc.gov.

c: Julie Whetzel
Selected EC Directors

EXCEPTIONAL CHILDREN DIVISION

William J. Hussey, *Director* | bill.hussey@dpi.nc.gov

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