



# **ILLINOIS EVEN START**

## **FY11 Statewide Administrators Meeting**

Tuesday and Wednesday, September 28-29, 2010  
Springfield, Illinois

Sponsored by the Illinois State Board of Education, Early Childhood Division  
Kay Henderson, Division Administrator

To begin the FY11 project year, sessions are scheduled for Illinois Even Start administrative professional development. The meeting will be held at the Illinois State Board of Education, 100 North First Street, Springfield, Conference Room North A and B, fourth floor. Security procedures require that you have a photo identification and sign-in. The security station is located at the south entrance of the building. You will be escorted to the meeting room.

Targeted meeting participants: administrators, data support staff, local evaluators, or other selected staff

### **Tuesday, September 28<sup>th</sup>**

Times:	10:00 am – 10:30 am	Sign in and morning refreshments
	10:30am – 5:00 pm	Meeting

### **Wednesday, September 29<sup>th</sup>**

Times:	8:30 am – 9:00 am	Sign in and coffee/juice
	9:00 am – 4:00 pm	Meeting (lunch provided)

**Registration:** Complete one registration form for each person attending, duplicating the form as needed. Registrations are due by September 21, 2010. The registration fee is \$85.

**Lodging:** For your convenience, a block of rooms is reserved at the State House Inn. See the lodging information attachment for details.

**Directions to and Parking for ISBE:** At the bottom the ISBE Home Page, <http://www.isbe.state.il.us>, click on *Directions*. Not marked on the map is a parking lot located across from the State Capitol on the corner of Adams and First Street. Please note, you can walk from the State House Inn to ISBE.



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## Professional Development Registration Form

### PERSONAL INFORMATION

Circle Title: **Dr.**   **Ms.**   **Mrs.**   **Mr.**

Last Name	First Name	Middle Initial	Maiden Name (if applicable)	
Home Address		City	State	Zip Code
County	(   ) Home Telephone Number	(   ) Cell Phone Number		
Last 4 Digits of Social Security Number		Preferred Email Address		

### EMPLOYMENT INFORMATION

School Name / District / Program Name		Position		
School Address / Work Address		City	State	Zip Code
County	(   ) Work Telephone Number			

**Preferred mailing address: Home -or- Program/Work** (please circle)

**What is your position in Even Start?**

- Administrator                       Evaluator  
 Data entry                                 Other: \_\_\_\_\_

**Complete one form for each person attending.**

Title of Workshop	Start Date	ID No.	Fee
<input type="checkbox"/> FY11 Statewide Administrators Meeting	Sep. 28-29, 2010	113033024	\$85

**Registrations are due by Tuesday, September 21, 2010.**

### METHOD OF PAYMENT

Please note – If you are paying with a credit card, we encourage you to register at [www.thecenterweb.org](http://www.thecenterweb.org) for secure on-line payment.

<p><b>For payment by check or credit card, mail to:</b> The Center PO Box 2401 Bedford Park, IL 60499-2401</p> <p><b>For payment by purchase order, mail to:</b> The Center 2626 S Clearbrook Dr Arlington Heights, IL 60005 <b>or fax to:</b> (847) 378-6225</p> <p><b>Payment by check, credit card or PO must accompany this registration form.</b></p>	<p><input type="checkbox"/> Check, payable to The Center – Check # _____ is enclosed in the amount of \$ _____.</p> <p><input type="checkbox"/> Charge my credit card in the amount of \$ _____.</p> <p style="text-align: right;"><input type="checkbox"/> Visa    <input type="checkbox"/> Master Card</p> <p>Account number _____ Expiration date _____</p> <p>Cardholder name (please print) _____</p> <p>Cardholder signature _____</p> <p><input type="checkbox"/> Purchase Order (PO) enclosed in the amount of \$ _____. PO# _____</p> <p style="text-align: center;">(No "Requisition Orders" will be accepted.)</p>
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ILLINOIS EVEN START  
**Professional Development**  
September 28-29, 2010

## LODGING INFORMATION

**State House Inn**  
101 East Adams Street, Springfield  
217.528.5100

A limited block of rooms has been reserved for the nights of Monday and Tuesday, September 27<sup>th</sup> and 28<sup>th</sup> at the State House Inn for the discounted rate of \$70 single/\$70 double (plus tax). To receive this special rate, mention *Even Start* when making your reservations at 1.217.528.5100.

The block of rooms will be held at the state rate until Wednesday, September 1, 2010.



## DIRECTIONS

### From the North

I-55 South to the Clearlake Avenue Exit  
Turn right on Clearlake Avenue  
Clearlake Avenue becomes Jefferson Street  
Turn left on 2<sup>nd</sup> Street  
Turn right on Adams Street  
The hotel is on your right

### From the South

I-55 North to the 6<sup>th</sup> Street/Business 55 exit  
Follow 6<sup>th</sup> Street to Jefferson  
Turn left on Jefferson to 2<sup>nd</sup> Street  
Turn left on 2<sup>nd</sup> Street to Adams  
Turn right on Adams  
The hotel is on your right