

FLORIDA DEPARTMENT OF EDUCATION



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September 10, 2004

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DPS: 05-035

MEMORANDUM

TO: District School Superintendents

FROM: Jim Warford

SUBJECT: Hotel and Conference Registration

Recently, you received an announcement for the upcoming Title I Conference to be held at Disney's Coronado Springs Hotel and Resort. Subsequently, you received DPS Memorandum 05-024, providing additional information and calling for session proposals. The purpose of this memorandum is to provide you with further information relating to hotel and conference registration.

The Fall 2004 Title I State Conference will begin at 8:30 am on Monday, November 8, 2004. Registration will open on Sunday afternoon, November 7, and again Monday and each subsequent morning at 7:30 am. To facilitate your registration for the conference, please use the attached form to pre-register. Through October 15, 2004, pre-registration fees will be \$175.00 or \$200.00 with FASFEP A Membership. Late and on-site registration will be \$225.00 or \$250.00 with FASFEP A membership. Please note that checks, money orders, and advance warrants should be made payable to FASFEP A. Purchase Orders will not be accepted.

Hotel reservations should be made directly with the Disney Coronado Springs Hotel and Resort by calling (407) 939-1020. Please specify that you are making reservations for the Florida Department of Education Title I Conference. The negotiated room rate for the conference, including the preceding and the following weekends, is \$100.00 per night. Since the conference begins early Monday morning, you are encouraged to arrive on Sunday. The Closing General Session should conclude around noon on Wednesday, November 10, 2004. Please make your hotel reservations as soon as possible. The cut-off date for the room block is October 8, 2004.

We look forward to seeing each of you at this important event. In addition, we strongly encourage you to submit proposals for high quality sessions. If you have any questions or wish additional information, please contact us at the following: Steve Wolfe, Miami-Dade County Public Schools, (305) 995-2855, email SWolfe@dadeschools.net, or Lou Marsh, Florida Department of Education, (850) 245-0501, email Lou.Marsh@FLDOE.ORG

JW/lm

Attachment

JIM WARFORD
K-12 Chancellor