



November 2009

Dear Southern Nevada Student Council Advisors,

I am very excited about this year's Southern Nevada Leadership Conference being held at Green Valley HS on January 30, 2010. LEADERSHIP: It's Outta the Park will provide a fabulous learning experience for you and your students!

To make the registration process and the conference run smoothly, I want to review a few items:

1. PLEASE pay close attention to the deadlines on the registration forms.
2. Be sure your students have cleared their calendars of conflicts, because all delegates to the conference should be there for the ENTIRE day. It is very disrupting to JC groups to try to work in a new person once the group has "bonded."
3. Refunds cannot be issued for students who do not attend, however, substitutions are welcome.
4. To complete the registration form, please use the electronic form posted via e-mail and be careful when typing names in. Name badges are made from this list and we want to be sure that everyone's is done correctly! Be sure to keep a copy for your records so you can remember who is supposed to attend.
5. Please review the conference agenda with your students prior to the conference and be sure that delegates understand they are to adhere to the schedule and attend ALL the events.
6. Take time to review the list of advisor responsibilities.

Here are some other things to help you get ready:

1. If you are bringing more than 15 students, bring a second advisor to help with workshop supervision. (no charge for 2nd advisor)
2. Please have all of your students wear a school shirt so they can be identified at the conference. (Hats are allowed if they are worn as a delegation)
3. Please be sure that your students come equipped with a pen or pencil (and maybe a note pad!) to take notes at the conference.
4. Let your students know they may be sitting on the floor for part of the conference so they should dress accordingly.
5. Since the students will be playing games at the conference, sandals/flip-flops are discouraged.
6. If any of your students have special dietary needs, they should bring their own lunch and dinner. (menu for the day is included in the packet)
7. I would really appreciate it if each school designated at least 5 people to help the Green Valley High School Student Council clean up after the conference. It is an especially long day for them and with all of the work it takes to put on a conference of this size, I think it is only fair that we all pitch in to help clean up.

If you have any questions, please call me at 799-8474 or call the Green Valley HS Student Council at 799-0950 x 4074.

- Sandy Ginger