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This spring, NASAFACS members will gather Sunday, February 2 through Wednesday, February 5 at the Hilton Washington DC National Mall in Washington, DC to network with fellow members, attend professional development activities, develop a vision for Family and Consumer Sciences, and build relationships with business and industry professionals that support our profession. Don’t miss this amazing opportunity to share our accomplishments, conduct our business, and have fun!

**Membership**
If you are a NASAFACS member, you will have the option of renewing your membership for 2019-2020, prepaying for your 2020-2021 membership, or both on the registration website.

**Partnership Visits**
National partners supporting Family and Consumer Sciences Education will provide opportunities for tours and visits. See the schedule for specific conference topics that are scheduled at this time.

**Meals on Your Own**
All meals during the conference are covered by registration. If you extending your stay outside of the conference, you are welcome to enjoy the following restaurants onsite at the hotel:

*The Wharf District*

There are also numerous restaurants [around the hotel](#).
<table>
<thead>
<tr>
<th>Sunday, February 2</th>
<th>Monday, February 3</th>
<th>Tuesday, February 4</th>
<th>Wednesday, February 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:00 – 5:00 pm</td>
<td><strong>Shared Professional Development with FCCLA State Advisers</strong></td>
<td><strong>NASAFACS Partner Visit Day</strong></td>
<td><strong>NASAFACS Implementing Program of Work</strong></td>
</tr>
<tr>
<td>Executive Board Committee Meeting</td>
<td>7:00 – 8:30 am Breakfast</td>
<td>7:00 – 8:30 am Breakfast</td>
<td>7:00 – 8:30 am Breakfast</td>
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<tr>
<td>5:00 – 7:00 pm</td>
<td>8:30-9:00 am Welcome State Administrators and FCCLA State Advisers</td>
<td>8:30 – 10:00am Preparing for Partner Visits and Committee Work Session</td>
<td>8:30 –10:00am Federal Partner Visits Debrief Program of Work 2020-2021</td>
</tr>
<tr>
<td>Opening Session</td>
<td>8:30– 10:00 am Policy and Advocacy Training</td>
<td>10:30-11:45 Annual Business Meeting</td>
<td>10:00-11:30 State Reports</td>
</tr>
<tr>
<td>Welcome and Introductions</td>
<td>10:15– 11:30 pm Partnership Training and Best Practices</td>
<td>12:00 – 1:00 pm Networking Lunch</td>
<td>11:30 am– 1:30 pm Lunch and Closing Session</td>
</tr>
<tr>
<td>Networking Reception</td>
<td>12:00-1:00pm Lunch – State Reports with FCCLA State Adviser</td>
<td>1:30 –4:00 pm Federal Partners Visits New State Administrator Mentoring</td>
<td>Travel Home</td>
</tr>
<tr>
<td></td>
<td>1:30-2:30pm FCCLA Integration Best Practice Roundtables for State Administrators</td>
<td>Afternoon for Individual Tours and Dinner on your own</td>
<td></td>
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<tr>
<td></td>
<td>2:30-4:30pm Associate Partner Updates (30 mineach)</td>
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<tr>
<td></td>
<td>FCCLA – Sandy Spavone</td>
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<td></td>
<td>ACTE Update – Carol Werhan</td>
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<td></td>
<td>AAFCS – Dr. Lori Myers</td>
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<td>CCFCS – Dr. Karen Alexander</td>
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<td></td>
<td>6:00-9:00pm Dinner in D.C. and Tour</td>
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</tbody>
</table>

**Registration Timeline**

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
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<tbody>
<tr>
<td>September 20</td>
<td>Registration website opens</td>
</tr>
<tr>
<td>November 15</td>
<td>Early Bird Registration ends</td>
</tr>
<tr>
<td>November 16</td>
<td>Regulation Registration opens</td>
</tr>
<tr>
<td>December 1</td>
<td>Registration closes at midnight</td>
</tr>
<tr>
<td>January 31</td>
<td>Payment must be received.</td>
</tr>
</tbody>
</table>

**Payment Information**

*Payment for the conference must be RECEIVED by January 31, 2020.*

**Check Payments**

Make check out to NASAFACS and send to:

NASAFACS  
433 Arbor Creek Drive  
Holly Springs, NC 27540

**Credit Card Payments**

Credit Card payments may be made through our PayPal account which is a safe, fast, free service to keep payment info confidential. The authorized school/district representative will enter their card information and payment amount into this secure site.

**NO REFUNDS**

Registration fees are nonrefundable. Once registration closes on December 1, no additions or deletions can be made and no refunds will be given.

**Member Registration Rate**

- Early Bird Conference Registration: $200.00  
- Regulation Conference Registration: $250.00

**Non-Member Registration Rate**

- Early Bird Conference Registration: $225.00  
- Regulation Conference Registration: $275.00
**Travel Information**

**Air Travel**
Conference attendees are encouraged to fly in and out of the Ronald Reagan National Airport (DCA) as it is more convenient to the conference location but Dulles International Airport (IAD) is a good choice as well. The both airports offers service to most US cities and flights from most major airlines.

**Ground Transportation**
For your convenience, the following transportation options can provide airport transportation to and from the hotel:
- Super Shuttle: 703-416-7873
- Yellow Cab: 51202-546-7900
- CT Sedan Service: 515-423-5855

**Ride Share (Uber, Lyft)**
Uber and Lyft are available at the airport. Your driver will pick you up from the Passenger Pick Up once requested. Follow the prompts on the app for pick up at the airport.

**Metro Information**
The WMATA or Metro is a convenient and cost-effective mode of transportation in the DC area. The hotel is located in the building above the L’Enfant Metro Station. Please visit the [WMATA website](https://www.wmata.com) for more information about schedules, fares, and passes.
The official conference hotel for the 2020 NASAFACS Spring Meeting is:

**Hilton Washington DC National Mall**

480 L’Enfant Plaza SW  
Washington, District of Columbia, 20024  
Phone: (202) 484-1000  
[Hotel Website](#)

Conference lodging rate is $185.00 per night per room with a 14.95% tax (subject to change). This rate is good for 5 days prior and 3 days after the official conference dates.

**Hotel Check-in:** Sunday, February 2, 2020 starting at 3 pm.  
**Hotel Check-out:** Wednesday, February 5, 2020 by noon.

**Reservations**  
Make lodging reservations by Thursday, January 9, 2020. All reservations will be made by using the reservation website at  

**Parking**  
Self parking is not available at the hotel. Valet parking is $59.00 per night per car.

**Payment**  
The hotel accepts all major credit cards and checks. Check payments are due at least 3 days prior to check in. No check payments are accepted at check in.

**Tax Exemption**  
Individuals and organizations are not tax exempted in Washington, DC.
Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the requester. Do not send to the IRS.

1. Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
   L'Enfant DC HOTEL LLC

2. Business name/disregarded entity name, if different from above.
   HILTON WASHINGTON DC/NATIONAL MALL

3. Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.
   D Individual/sole proprietor or single-member LLC
   D Corporation
   D S Corporation
   D Partnership
   D Trust
   ILL (Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ... C
   Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.
   D Other (see instructions) ...

4. Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _______
   Exemption from FATCA reporting code (if any) _______
   (Applies to accounts maintained outside the U.S.)

5. Address (number, street, and apt. or suite no.) See instructions.
   480 L'ENFANT PLAZA SW

6. City, state, and ZIP code
   WASHINGTON, DC 20024

7. List account number(s) here (optional)
   Requester's name and address (optional)

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Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest or dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ...

Date ...

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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.