



BUILDING BRIDGES

Huntington Area **Early Childhood** Conference

Building Bridges that connect early childhood

2016 Building Bridges Huntington Area Early Childhood Conference Presenter Information Packet

Thank you for your choice to support and present a training session at our Building Bridges Huntington Area Early Childhood Conference. Our conference is honored by your dedication to support early childhood professionals in our Tri- state area. The partnership we share is a compliment to the support and direction we assign to the conference through policies and procedures that enable a great conference. Please find enclosed information you will need as a presenter to make your time with us an easy and positive transition.

Purpose & Intent of BBHAECC

The design of our Early Childhood committee is to provide the latest trends and topics in the field of early childhood education through quality professional and educational conference attended training sessions. The sessions will highlight presenter experience and leadership in the field that will engage policy makers, community leaders, Directors, Teachers, Administrators, program support teams in health care, and early intervention and in home based, faith based, and private sector care facilities. Our goal is to insure that all training sessions engage open, respectful collaboration and dialogue to enhance learning objectives and outcomes important to conference attendees for professional development purposes.

The Committee request all presenters align their presentation with the Core Competencies of the state in which they work. Conference Attendees are directed to our website page to connect with their state registry for competency alignment guidance documents. Conference attendees can view their state registry competencies by visiting the conference website links provided at registration.

Audio Visual Requests

Each session will include a cart, electricity, screen, and tables set up for attendees. Dry erase boards and Markers can be provided upon request. A member of the Convention Center and our committee staff will be available for computer setup as needed by your request.

Room Set Up

Each workshop room will be presented classroom style, with one head table and two chairs. The Learning Groove and Yoga session will have a dance floor setup and minimal seating for 100. These are move and learn sessions.

Handouts

Presenters are responsible for bringing enough copies for their presentations to accommodate the room size capacity. Conference staff will not accommodate any photocopy requests. The capacity of the room in which you may present varies from a minimum of 50 to a maximum of 100. Conference staff will notify presenters of the workshop capacity of attendees registered for their session on April 15th via email. Please note often times conference attendees sign up the day of conference and your total in attendance may fluctuate. Be prepared. You also have the option of posting your hand outs on our conference web page. If you choose this method, please have your pdf to us no later than April 15th.

Presenter Amenities

The lead presenter and one co presenter will receive free admission to attend the conference on the date and or times they are not presenting their own sessions. Please register for the conference and choose the session you wish to attend online at: www.haecconference.com. Each presenter will receive an overall evaluation of their session after conference. A special thank you gift will be provided by the committee on the day of your presentation as our thanks for your conference support.

All presenters are required to check in at the conference registration table upon arrival. Presenters will receive a conference badge and packet complete with room location, evaluation forms, and conference information pertinent to their session.

Convention Center Information

The Big Sandy Superstore Arena sits on a five-acre tract overlooking the Ohio River in downtown Huntington.

A 9,000-seat multi-purpose arena with attached conference center, the Big Sandy Superstore Arena is the largest in the Tri-State. The arena hosts numerous concerts, family shows, trade shows and regional/state athletic competitions year-round. The Convention Center has over 15,000 square feet of flexible space for meetings, weddings or training sessions.

Accessibility

The location between 7th Street and 8th Street is convenient to the bus system and adjacent to I-64 and U. S. Route 60. A ground level service entrance on 7th Street boasts an 18' by 20' freight entry for your convenience.

Parking

Garage parking is conveniently located across from the Civic Arena. It will accommodate 750 automobiles. Also adjacent to the Big Sandy Superstore Arena are two parking garages at Pullman Square holding a total of 925 automobiles. Amenities located directly adjacent to the Arena include the

Holiday Inn and several restaurants. The fees per day average less than \$5. During our conference event. During special shows and venues, the average rate is \$10 per day

Lodging Options

The lodging options in our area are posted on our webpage at: www.haecconference.com

We have contracted with: Comfort Suites for discounted room rates. These special rates are available based on conference attendees occupying a minimum number of rooms. Help us keep room charges low by booking your reservations with Comfort Suites. A direct link is listed on our webpage.

HOLIDAY INN HOTEL AND SUITES

800 3rd Avenue | Huntington, WV | (304) 523-8880

- **PULLMAN PLAZA**
1001 3rd Avenue | Huntington, WV | (304) 525-1001
- **TOWNEPLACE SUITES BY MARRIOTT**
157 Kinetic Drive | Huntington, WV | (304) 525-4877
- **BEST WESTERN HUNTINGTON MALL INN**
3441 US Route 60 East | Barboursville, WV | (304) 736-9772
- **COMFORT INN**
249 Mall Rd | Barboursville, WV | (304) 733-2122
- **DAYS INN**
5196 U.S. Route 60 East | Huntington, WV | (304) 733-4477
- **HAMPTON INN**
One Cracker Barrel Dr | Barboursville, WV | (304) 733-5300
- **HERITAGE FARM BED & BREAKFAST**
3300 Harvey Road | Huntington, WV | (304) 522-1244
- **HOLIDAY INN HOTEL & SUITES BARBOURSVILLE**
3551 U.S. Route 60 East | Barboursville, WV | (304) 733-3338
- **QUALITY INN**
3325 U.S. Route 60 East | Huntington, WV | (304) 525-7001
- **RED ROOF INN**
5190 U.S. Route 60 East | Huntington, WV | (304) 733-3737

Airport

Contact Us

Huntington Tri-State Airport

1449 Airport Road

Huntington, WV 25704

(304) 453-6165 phone

(304) 453-6183 fax

**Thank you for supporting Building Bridges Huntington
Area Early Childhood Conference**