

STATS-DC 2011

July 27-29, 2011

Hyatt Regency Bethesda Hotel
Bethesda, Maryland

YOU WANT IT WHEN?

Balancing Timeliness and Quality



ies NATIONAL CENTER FOR
EDUCATION STATISTICS
Institute of Education Sciences

U.S. Department of Education
NCES 2011-910



ATTENTION FORUM MEMBERS

July 25-27, 2011

July 25 - 27 is the annual summer meeting of the National Forum on Education Statistics. Members are invited to take part in discussions and work to improve the quality and use of elementary and secondary education data. Join with your colleagues from local, state, federal education agencies, and national associations as they continue work on tools for improving education data through best-practice guides on crime, violence, and discipline incident data; data use; education privacy; and Section 508 accessibility. Learn about state data system initiatives and policy affecting data collection and use. For more information about the Forum, visit <http://nces.ed.gov/forum>.

DATA CONFERENCE HIGHLIGHTS

July 27-29, 2011

Come to the July 27 - 29, NCES Summer Data Conference for professional networking, updates on federal and national activities affecting data collection and reporting, and information about the best new approaches in collecting, reporting, and using education statistics. The Conference will include training and business meetings for state CCD and *EDFacts* data coordinators. In addition, there will be a range of informative sessions targeted toward interests in "101" introductory sessions, data collection and management, data dissemination, data linking beyond K-12, data privacy, data standards/quality, data usage, and finance.

AGENDA/REGISTRATION INFORMATION

Please check the NCES website for additional information about the Summer Forum and Data Conference. The agendas for both activities will be updated continually between now and July. To access the information, go to the NCES home page at <http://ies.ed.gov/whatsnew/conferences> and click on the prominently displayed *Summer Forum and Data Conference* link. This will take you to conference agendas and to the online registration and proposal submission form. Remember — information about sessions and schedules will be updated regularly, so check the website often!

There is no registration fee to attend the Summer Forum and Data Conference.

SPONSORED TRAVELERS

All state-appointed local education agency (LEA) members of the Forum, plus the State Forum Liaisons (SEA) from California, Indiana, Louisiana, Maine, New York, North Carolina, and Texas are eligible for sponsorship at the Summer Forum and Data Conference. Sponsorship to attend the Data Conference is also available to the Common Core of Data (CCD) Fiscal and Non-Fiscal Coordinators from these states.

Sponsorship includes:

- Lodging at the July 2011 federal rate (currently \$157 plus tax). The Hyatt Regency Bethesda Hotel is the only hotel that NCES has negotiated with to provide the GSA lodging rates. If you book at a higher rate, you will be responsible for the difference in cost.
- You will still need to make your own hotel reservation and guarantee it to your credit card. In July, Coffey Consulting will provide the hotel with a list of individuals whose room and tax will be transferred to the master account. If you have not reserved your room with the hotel, a reservation will **not** be made for you.
- Pre-paid Air/Ground Travel within GSA guidelines.
- Daily per diem (2011 Bethesda per diem is \$71 and 3/4, or \$53.25, on a travel day).

Sponsored participants will receive logistics details from Coffey Consulting by e-mail approximately 6 weeks prior to the conference. However, please book your hotel room in advance.

OTHER TRAVELERS

For all other states and outlying areas, the expenses of appointed State Forum Liaisons, CCD Coordinators, and other persons selected by the state are paid for by NCES under the Basic Participation Task Order. Expenses for these individuals are reimbursed directly by the state education agency, and respective state travel regulations apply.

The expenses of all other Summer Forum and Data Conference participants are the responsibility of the individual. Please consult your organization or association regarding procedures, rules, and regulations for travel. **Only designated Forum representatives, with prior approval for travel from NCES, will receive sponsorship and reimbursement.**

If you are unsure whether your travel can be sponsored through this vehicle, please contact your State Education Agency Forum liaison.

The expenses associated with the conference for sponsored travelers will be paid according to guidelines outlined by the Office of Government-wide Policy (OGP). For answers to frequently asked questions, please refer to the website <http://www.gsa.gov/portal/content/104208>.

PRELIMINARY SCHEDULE OF EVENTS

MEETING OF THE NATIONAL FORUM ON EDUCATION STATISTICS

Forum Working Meetings

DATES	TIMES	ACTIVITIES
Sunday 7/24/2011	All Day	Task Force and Working Group Meetings
Monday 7/25/2011	AM	New Members' Orientation Professional Development
	PM	Forum Opening Session Standing Committee Meetings
Tuesday 7/26/2011	All Day	Forum Meetings Continue
Wednesday 7/27/2011	AM	Forum Meetings Continue Forum Closing Session

DATA CONFERENCE

General Attendance

DATES	TIMES	ACTIVITIES
Wednesday 7/27/2011	PM	Data Conference Opening Session CCD Fiscal Training CCD Non-Fiscal Training Data Conference Concurrent Sessions
Thursday 7/28/2011	All Day	Data Conference Concurrent Sessions
Friday 7/29/2011	AM	Data Conference Concurrent Sessions

This schedule is subject to change.

The conference will end at noon on Friday, July 29, 2011.

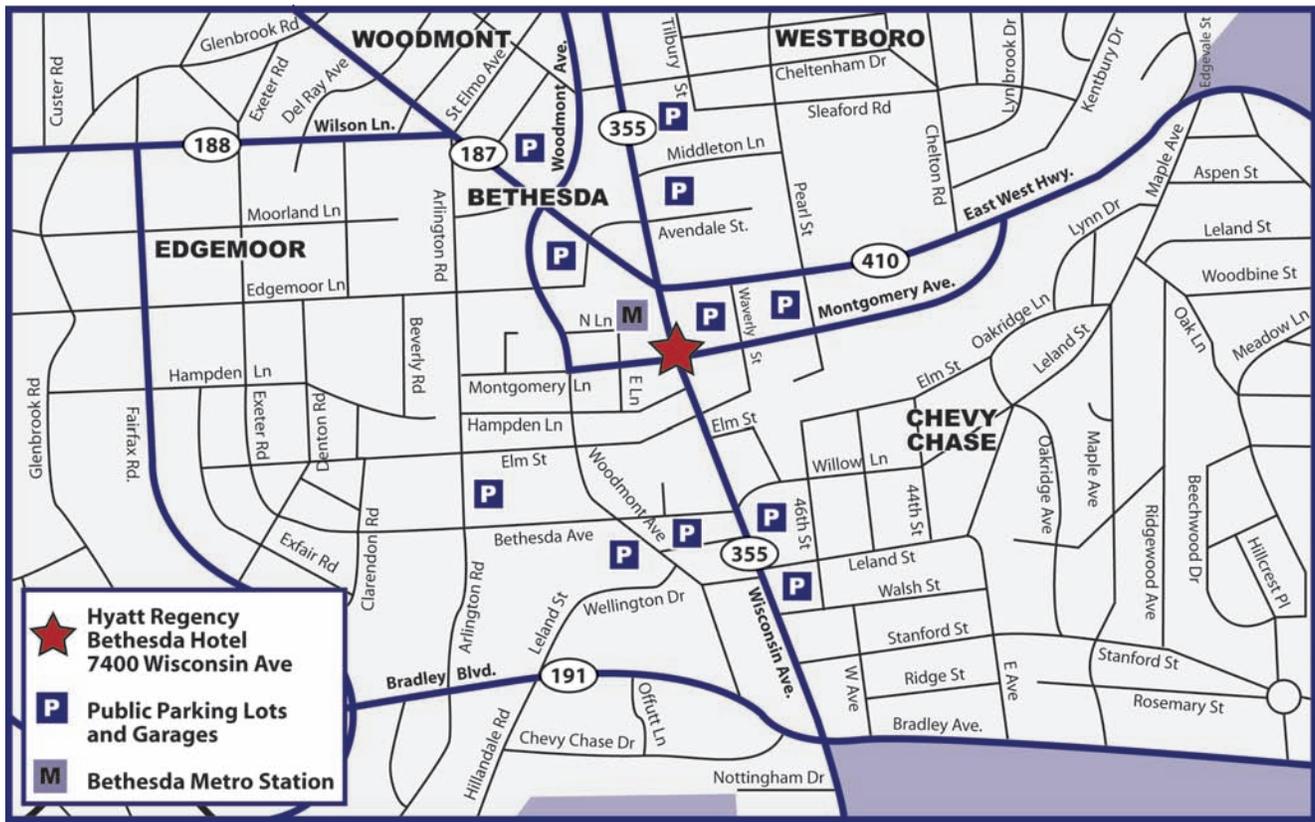
WANT TO KNOW MORE?

For online registration and regularly updated conference information, go to <http://ies.ed.gov/whatsnew/conferences>.

To learn more about the National Forum on Education Statistics, visit <http://nces.ed.gov/forum>.

Common Core of Data (CCD) Coordinators should check the Coordinators' Corner at <http://nces.ed.gov/CCD>.

HOW TO GET TO THE HYATT REGENCY BETHESDA HOTEL



BY CAR

From the North via I-95 (New York, Baltimore) or Baltimore/Washington International Thurgood Marshall (BWI) Airport: Take I-95 South towards Washington, DC. Take the I-495 West exit towards Rockville/Silver Spring. Take Exit 33 (Connecticut Avenue South) towards Chevy Chase. Continue on Connecticut Avenue. Make a right turn onto East-West Highway. Continue on East-West Highway. Make a left turn onto Wisconsin Avenue. The Hyatt Regency Bethesda Hotel is located at 7400 Wisconsin Avenue (on the right).

From the North via I-270 (Frederick, Gaithersburg): Take I-270 South towards Washington, DC. Merge onto MD-355 South (Rockville Pike/Wisconsin Avenue) via the left exit. Continue on Rockville Pike/Wisconsin Avenue for approximately 3 miles. The Hyatt Regency Bethesda Hotel is located at 7400 Wisconsin Avenue (on the right).

From the South/Richmond or Reagan

National Airport: Take I-95 North towards Washington, DC. Take the I-395 North exit toward Washington/I-495/Tysons Corner. Take the I-495 North/Capital Beltway exit. Continue on I-495 North for approximately 21 miles. Take Exit 34, MD-355 South/Wisconsin Avenue towards Bethesda. Continue on Rockville Pike/Wisconsin Avenue for approximately 3 miles. The Hyatt Regency Bethesda Hotel is located at 7400 Wisconsin Avenue (on the right).

If traveling from Reagan National Airport, take the George Washington Parkway to I-495 North. Continue on I-495 North. Take Exit 34, MD-355 South/Wisconsin Avenue towards Bethesda. Continue on Rockville Pike/Wisconsin Avenue for approximately 3 miles. The Hyatt Regency Bethesda Hotel is located at 7400 Wisconsin Avenue (on the right).

From the West or Dulles International Airport:

Take Dulles Access Road East to I-495 North. Continue on I-495 North. Take Exit 34, MD-355 South/Wisconsin Avenue towards Bethesda. Continue on Rockville Pike/Wisconsin Avenue for approximately 3 miles. The Hyatt Regency Bethesda Hotel is located at 7400 Wisconsin Avenue (on the right).

Parking: The Hyatt Regency Bethesda Hotel offers overnight valet parking *with* in-and-out privileges for \$20 a day. The hotel also offers overnight self-parking *with* in-and-out privileges for \$15 a day and overnight self-parking *without* in-and-out privileges for \$10 a day.



BY METRO

Bethesda (Red Line): The Hyatt Regency Bethesda Hotel is located at the Bethesda Metro Station on the Red Line. When exiting the Metro Station via the escalator, the hotel will be to your right. When exiting the Metro Station via the elevator, the hotel will be to your left.

To get to the Bethesda Metro Station from Reagan National Airport, take the Yellow Line north to the Gallery Place Metro Station and transfer to the Red Line heading towards Shady Grove. The Bethesda Metro Station is the ninth stop from the Gallery Place Station.

BY SUPERSHUTTLE

The SuperShuttle serves Reagan National, Dulles International, and Baltimore/Washington International Thurgood Marshall airports. No reservations are needed for service from these airports into Bethesda. Shuttles leave for the Bethesda area every 15 to 30 minutes. For return service to the airport, please call 800-BLUEVAN, 24 hours before departure to reserve SuperShuttle pickup from the hotel. You can also contact the hotel's concierge desk to make your shuttle or taxi arrangements. Please read below for specific departure information for each airport, and for more information, visit the SuperShuttle website at <http://www.supershuttle.com>.

From Reagan National Airport: Go to the ground transportation area, walk out of the terminal to the taxi stand area, and look for the onsite SuperShuttle representative. After 12:00 a.m., call 800-BLUEVAN and press 1 for dispatch to arrange for service. The approximate one-way fare is \$28 for the first person and \$10 for each additional person.

From Dulles International Airport: Follow signs for Ground Transportation/Shared Ride Vans on the lower level where the SuperShuttle ticket counters are located just before the building exit. After 12:00 a.m., call 703-416-7884 to arrange for service. The approximate one-way fare is \$29 for the first person and \$10 for each additional person.

From Baltimore/Washington International Thurgood Marshall Airport: Go to one of the SuperShuttle ticket counters located on the lower level to make arrangements. The ticket counters are located near Baggage Claim areas 1 and 10. When the counters are closed, call 888-826-2700 to arrange service. The approximate one-way fare is \$37 for the first person and \$12 for each additional person.



BY TAXI

Taxicabs are available in the Ground Transportation areas of all three local airports. Taxi fare is approximately \$45 to \$55 from Reagan National Airport, \$55 to \$65 from Dulles International Airport, and \$65 to \$75 from Baltimore/Washington International Thurgood Marshall Airport.

CLIMATE AND CONFERENCE ATTIRE

The climate for the month of July in Bethesda, Maryland is generally hot and humid. Temperatures range from the 70s to the 90s.

Attire for the conference is business casual.

IMPORTANT DATES

Friday, April 1, 2011

Online registration and information regarding the Summer Forum and Data Conference are available on the NCES website: <http://ies.ed.gov/whatsnew/conferences>.

Friday, April 29, 2011

Cut-off date for submission of presentation or demonstration proposals.

Week of May 16, 2011

Presenters and demonstrators notified via e-mail of acceptance or rejection of proposal.

Monday, May 23, 2011

Cut-off date for name to appear in program participants' list of the agenda.

Friday, June 24, 2011

Cut-off date for hotel room block. All conference participants booking a room after this date will not be guaranteed the group rate and will be responsible for paying a higher room rate (if space is available). Please note: the room block will probably sell out prior to this date, so please make your reservations early.

Friday, July 8, 2011

Pre-registration closes. After this date, participants must complete registration paperwork onsite at the conference.



HOTEL HIGHLIGHTS AND ROOM AMENITIES

Hyatt Grand Beds™
iHome stereo with iPod® docking station
Generous work desk/seating area
Complimentary Internet for conference participants
24 hour StayFit™ fitness center
Indoor Pool/Whirlpool
24 hour self-service business center
Hyatt Fast Board™/PDA Check-in
Wi-Fi Internet access in lobby lounge
Hotel sits atop the Bethesda Metro Station on the Red Line



INFORMATION OF INTEREST

Conference Website
<http://ies.ed.gov/whatsnew/conferences>

Hyatt Regency Bethesda Hotel
<http://www.bethesda.hyatt.com/hyatt/hotels/index.jsp>

Bethesda Urban Partnership
<http://www.bethesda.org/>

Bethesda Row (within walking distance of the hotel)
<http://bethesdarow.com/>

Washington Metropolitan Transit Authority (Metro)
<http://wmata.com/>

MAKING YOUR HOTEL RESERVATION

(Please Read Carefully)

Please refer to the Preliminary Schedule of Events when making your hotel reservation.

Hyatt Regency Bethesda Hotel
One Bethesda Metro Center
7400 Wisconsin Avenue, Bethesda, Maryland 20814
Phone: 301-657-1234
Fax: 301-657-6453
Toll Free Reservation Line: 888-421-1442

Book Your Reservations Online:
<https://resweb.passkey.com/go/COFC>

Conference Room Block Name:
NCES Summer Forum and Data Conference

Conference Room Block Rate: \$157 plus taxes per night

The Hyatt Regency Bethesda Hotel will provide accommodations for the Summer Forum and Data Conference.

All participants, **including those sponsored by NCES**, must contact the Hyatt Regency Bethesda Hotel directly to reserve their sleeping room.

Please go online or call the Hyatt Regency Bethesda Hotel directly at 888-421-1442 to reserve a sleeping room. You will be required to provide a personal credit card number to guarantee your room.

- Reservations for lodging must be made at the hotel prior to Friday, June 24, 2011.
- To receive the group rate, reference the "NCES Summer Forum and Data Conference" room block.
- The hotel is offering the Summer Forum and Data Conference participants the July 2011 federal single per diem rate for the Washington, DC area (currently \$157 plus taxes per night).
- After Friday, June 24, 2011, the hotel will accept sleeping room reservations on a space-available basis only and may be at a significantly higher rate. The Hyatt Regency Bethesda Hotel is the only hotel that NCES has negotiated with to provide the GSA per diem rates.
- The meeting room block at the Hyatt Regency Bethesda Hotel could sell out prior to the cutoff date of June 24, so make your reservation early.
- Cancellations must be made 48 hours prior to arrival date or a fee of one night's room and tax will be assessed **to the individual's credit card**. Early departures will be charged one night's guest room and tax.

PRE-REGISTRATION FORM (PLEASE TYPE OR PRINT CLEARLY.)

I will attend: Forum only (July 25-27) Data Conference only (July 27-29) Forum and Data Conference (July 25-29)

Name: _____

Agency/Affiliation: _____

Title/Department: _____

Work Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ E-mail: _____

Emergency Contact Name and Phone Number (optional): _____

Please describe any special physical, dietary, or other accommodations needed: _____

THERE IS NO CONFERENCE REGISTRATION FEE

Methods of Registration - You may register by faxing this form to 301-907-2925 or registering online at <http://ies.ed.gov/whatsnew/conferences> by Friday, July 8, 2011. After this date, participants must complete registration paperwork onsite at the conference. *Please note: for your name to appear in the program participants' list, you must register by Monday, May 23, 2011.*

SUMMER DATA CONFERENCE CALL FOR PROPOSALS - All proposals are due by Friday, April 29, 2011

Presentation and Demonstration proposals **MUST BE SUBMITTED ONLINE** at <http://ies.ed.gov/whatsnew/conferences>

Topics of Interest - The Summer Data Conference welcomes proposals for presentations about "101" introductory sessions, data collection and management, data dissemination, data linking beyond K-12, data privacy, data standards/quality, data usage, and finance.

When you submit your proposal online, you will be requested to provide the following information:

- Whether you are submitting a proposal for a Concurrent Session Presentation OR a Demonstration Table.
- If submitting a presentation proposal, you will be asked if the presentation type will be Individual or a Panel (both will be for a 50-minute time slot). NCES will not offer any 2-hour workshop slots.
- Title of Presentation or Demonstration to appear in Conference Program.
- Other presenter(s) to be included in Conference Program (name and e-mail address).
- Up to 3 words or phrases to index your presentation/demonstration in the Conference Program.
- An abstract of the presentation/demonstration. The abstract will be used to review your proposal for acceptance and will be included in the Conference Program. Summarize in 60-100 words, using complete sentences.

Presentation and Demonstration proposals must be submitted online at <http://ies.ed.gov/whatsnew/conferences> by Friday, April 29, 2011. **Late proposals will not be considered.**

Please note: All presenters, co-presenters, and demonstrators must register for the conference by **Monday, May 23, 2011** for their name to appear in the participant list.

Audiovisual Equipment: All presentation rooms will be equipped with a high-speed Internet connection, laptop, data projector, screen, and flipchart. Overhead projectors will not be provided.

Vendor Guidelines for Presentations and Demonstrations: Vendors may only submit proposals for demonstrations in the Cyber Café. Presentations from vendors are allowed only if the vendors are co-presenting with the state or district representative with whom they are working. Vendors can talk about a specific project they did for government or education and not use the presentation to promote their businesses. However, the state or district representative must submit the proposal and lead the session if the proposal is selected. If vendor demonstrations are accepted, the vendor will be required to sign and agree to the NCES demonstrator guidelines.

Demonstrators will be provided with one 6' x 30" skirted table with a small table sign, two chairs, power strip/extension cord, and a high-speed Internet connection.



For additional information regarding the conference, contact:
 Renee' Rowland, Renee.Rowland@ed.gov, at the National Center for Education Statistics.