



# Area 1

## 2024 Fall Leadership

### MEMO

The Texas HOSA Fall Leadership Conference is an event for prospective and current HOSA members (middle school, high school, and college), which serves as a motivational tool to showcase all the opportunities HOSA offers. This event is a one-day event.

#### Checklist to prepare for the Fall Leadership Conference:

- Set chapter deadlines for registration and payment
- Promote Event
- Determine student cost to attend with your chapter, including registration fees, meals, travel, etc.
- Send a letter to parents with event details
- Provide students with necessary conference information, including cost
- Discuss dress code requirements with attendees
- Collect student payment before registration deadline
- Print copy of chapter's registration and triple check for accuracy before deadline
- Submit registration and print invoice copy from the HOSA system
- Submit registration information to bookkeeper for payment
- Submit the new [W-9 to your bookkeeper](#)
- Submit payment to Texas HOSA
- Confirm students fill out [Medical Liability, Code of Conduct, Photo Release & Dress Code Policy](#) forms.
- Confirm advisors and/or chaperones fill out fill out [Code of Ethics and Photo Release](#) forms.
- Have Chapter Officers review agenda with attending members.
- Ensure you have [verification form](#) printed and sign before check-in site.



# Area 1 2024 Fall Leadership

## GENERAL INFORMATION

**Registration Information:** The registration is for all students, advisors, guests, and chaperones. Please register all others as guests. Students do not have to be affiliated HOSA members to attend this event.

**Chair Information:** Rachel Vivian- [rachel\\_vivian@roundrockisd.org](mailto:rachel_vivian@roundrockisd.org)

**Fall Conference Date:** Oct. 26th, 2024

**Fall Conference Time:** 8am-3:30pm

**Fall Conference Site:**

Opening/Closing Ceremony- Round Rock ISD Performing Arts Center-5800 McNeil Dr, Austin, TX 78729

Registration/Conference Sessions - McNeil High School- Round Rock ISD 5720 McNeil Dr, Austin, TX 78729

**Fees:** The registration fee for all students, advisors, guests, and chaperones is \$20. Make all registration fees checks payable to HOSA, TA and no PO's will be accepted. You are required to pay a registration fee for every student, advisor, and chaperone that you have registered online. No deletions or refunds will be made after the conference registration deadline. All fees will be mailed to the address below.

**For your safety and ours, make sure that you have enough advisors/chaperones for the number of attendees registered.**

**1 advisor/chaperone for every 10 students registered**

**Texas HOSA  
P.O. Box 1710  
Monahans, TX 79756**

To pay with a card, Apple Pay, or bank transfer, to request a QuickBooks invoice.

email [delvin.thurman@texashosa.org](mailto:delvin.thurman@texashosa.org). The QuickBooks invoice will include a 3.5% fee to help cover the processing charge.

### Officer Corner:



We can't wait to see you at our annual Fall Leadership Conference on October 26th! Our officer team is beyond excited to share the events and activities we have lined up this year. We are also thrilled to continue supporting the National Marrow Donor Program (NMDP). The officer team will have a "Spin and Win" station set up at our college and career fair, where you can spin a wheel for \$2 and win fun prizes! All proceeds will go directly to the NMDP to help them continue administering life-saving bone marrow transplants. Plus, the school with the most spins by the end of the conference will take home the Area 1 Spirit Stick. So, remember, more spins mean more wins! Be sure to bring a few dollars in cash for a greater opportunity to showcase your school pride. May the best school win, and may the odds be ever in your favor! We look forward to seeing you soon and are incredibly excited to share this conference with you!



# Area 1

## 2024 Fall Leadership

Date	Item	Notes
Sept. 2nd, 2024	Registration Opens	<p><b>Students do not have to be affiliated members to attend. Register them as guests. Attendee information needed to register:</b></p> <ul style="list-style-type: none"> <li>• Name</li> <li>• Email (required for all attendees)</li> </ul>
Oct. 14th, 2024	Registration Deadline	<p>Must be completed via the Online Registration System <a href="https://apps.hosa.org">apps.hosa.org</a> by 11:59 PM (central time)</p>
Oct. 14th, 2024	Dietary Restrictions	<p>Any diet restrictions please make sure you have selected that option when you register.</p>
Oct. 23rd, 2024	Fees Due	<p>Plan ahead, to ensure your bookkeeper can meet this deadline. No refunds or exceptions will be made for those who are registered but do not attend the event. Please make sure you send the check to new address (invoice has the new address)</p>
Oct. 26th, 2024	Parking	<ul style="list-style-type: none"> <li>• Parking: band parking lot and overflow</li> </ul>
Oct. 26th, 2024	Conference check-in	<ul style="list-style-type: none"> <li>• Advisors Only</li> <li>• Time: 8:00am - 8:45am</li> <li>• Location: Inside School Front Entrance</li> <li>• Have a verification form ready.</li> <li>• <b>Note:</b> Check in is at McNeil High School</li> <li>• For Opening Ceremony Students will enter the PAC(across the street) through side door (8:45-9am)             <ul style="list-style-type: none"> <li>•Meals                 <ul style="list-style-type: none"> <li>• Light Breakfast will be provided during registration</li> <li>• Lunch Chick-Fil-A is included (Chicken Sandwich or Veggie Wrap)</li> </ul> </li> </ul> </li> </ul>
Oct. 26th, 2024	Dress Code	<p>HOSA Casual- School t-shirt or HOSA T-shirt and jeans. Follow schools' dress code policy. No shorts</p>



# Area 1 2024 Fall Leadership

## Tentative Agenda

8:00 - 8:45 am	Parking, Onsite Check-In (Advisors only at McNeil HS) Students can attend a light breakfast in the McNeil HS cafeteria- once done eat please wait on bus
8:45am is	PAC Doors open (Enter through side door only and no earlier!!! Early voting going on in the lobby, please be mindful)
9:00-10:00 am	HOSA Opening Session (Door Opens a 8:45am ENTER thru side door of PAC)  AREA OFFICERS and KEYNOTE PRESENTATION NMDP
10:10 - 10:40 am	Session 1
10:30-11:30 am	ADVISOR SESSION (ALL HOSA AREA 1 ADVISORS)
10:45-11:05am	Session 2
11:10 -11:35am	Session 3/ Lunch A
11:40-12:10pm	Session 4/ Lunch B
12:15-12:45 pm	Session 5/ Lunch C
12:50 - 1:20pm	Session 6/ Lunch D
1:25 - 1:55pm	Session 7
2pm-2:30	Session 8
2:45-3:30	HOSA Closing Ceremony

**\*\*\*Please, have your students follow their rotation schedule!\*\*\***

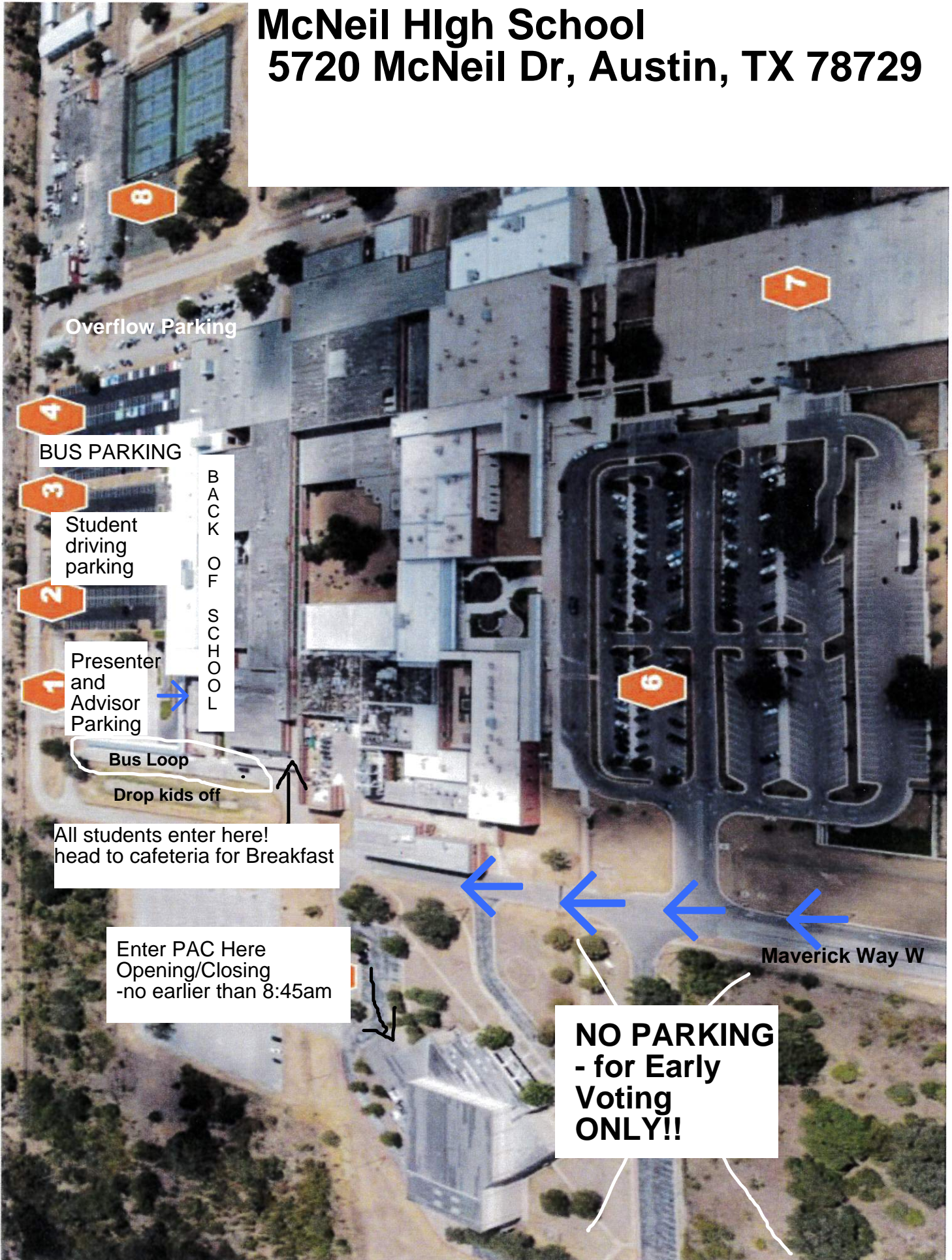
Unfortunately not everyone can attend each breakout session, but we will attempt to have someone from each school attend each one of the various; however that may not be possible. Since HOSA is about Leadership and Education, the idea is to take the information presented today back to your home chapter and proceed to share the information in your HOSA meetings.

Sessions may include one or more of the following: Becoming an Officer, Team Building, Tourniquets/Stop the Bleed, Medical School Panel, SPOTS Presentation, Resilience Training, Suturing, Phlebotomy, Mental Health, HOSA BOWL, and more!!!



# McNeil High School

5720 McNeil Dr, Austin, TX 78729



Overflow Parking

4

BUS PARKING

3

Student driving parking

2

1

Presenter and Advisor Parking

B  
A  
C  
K  
O  
F  
S  
C  
H  
O  
O  
L

Bus Loop  
Drop kids off

All students enter here!  
head to cafeteria for Breakfast

Enter PAC Here  
Opening/Closing  
-no earlier than 8:45am

**NO PARKING  
- for Early  
Voting  
ONLY!!**

Maverick Way W

M  
C  
N  
E  
I  
L  
  
D  
R  
I  
V  
E