



Area 1

Spring Leadership Conference

February 7- 8, 2025

MEMO

Checklist to prepare for the Spring 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
- Submit IEP information before the Area Conference Deadline
- Advisors sign up to assist in running a competitive event
- 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 payment to Texas HOSA
- Confirm students fill out [Medical Liability, Code of Conduct, Photo Release & Dress Code Policy](#) forms. Print out a copy to keep with you while you are traveling.
- Confirm advisors and/or chaperones fill out fill out [Code of Ethics and Photo Release](#) forms.
- Confirm that each participant has read the [Texas HOSA guidelines](#) for their event found on the Texas HOSA web page under [Texas HOSA Competition](#) tab.
- Ensure you have [verification form](#) printed and sign before check-in site.
- Complete and print out [substitution form](#) for team events and turn in at onsite check-in.
- Check the Texas HOSA website for events that are virtually judged for Round One to determine if competitors have progressed to Round Two in person.

Please check the "TOP 10 "Round Two appointment times after online testing and virtual judging results on [1/28/25](#) . Notify students and adjust busing and hotel list.



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GENERAL INFORMATION

Fees: The registration fee for all students, advisors, guests, and chaperones is \$35. 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.

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

There is a 3.5% fee to help cover the processing charge. **Payments will not be accepted at the conference site.**

Date	Item	Notes
12/13/24	Registration Opens	Students must be affiliated members to attend. Attendee information needed to register: <ul style="list-style-type: none"> • Name • Email (required for all attendees) • Registration link apps.hosa.org
1/ 20/25	Registration Deadline	Must be completed via the Online Registration System apps.hosa.org by 11:59 PM (central time)
1/20/25	Digital Upload Deadline	apps.hosa.org
1/20/25	Student to Advisor/Chaperone ratio: 10:1 Be sure your students are adequately chaperoned	<p style="color: red;">One (1) registered adult for every ten (10) students is required for supervision. • Advisors and chaperones must be in attendance throughout the entire conference. • Advisors and chaperones must stay at the chapter's conference hotel. This ratio will be strictly enforced by Texas HOSA Inc.</p> <p>Each advisor ensures chaperones assisting students will be 21 or older, follow the conference Code of Conduct and Dress Code, and act responsibly and interact appropriately with students</p>
2/07/25	Student Meals / Food Options	<ul style="list-style-type: none"> • Variety of snacks and drinks along with pizza by the slice. • Steele High School HOSA Cafeteria Entry. • Friday 5 - 9 PM; Saturday 8 - 11 AM.



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02/05/25	Fees Due	Plan 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.
2/07/25	Conference Site Parking	<ul style="list-style-type: none"> ● Opening and Friday night; rear parking lot; enter main gate, go straight back, turn left, and follow road alongside school to back. ● Enter main entrance, turn right, park in back section along FM1103 – Saturday only. ● Conference Parking
2/07/25	Conference Site	<ul style="list-style-type: none"> ● Byron P Steele High School 1300 FM 1103, Cibolo, TX 78108 ● Entrance- Front Door Main Entrance or back doors (if facing back of school, last doors on right) if arriving by bus. ● Students will not be allowed to go in to the school until 4:30 pm on Friday
2/07/25	Conference check-in	<ul style="list-style-type: none"> ● Advisors Only ● Location: Steele Black Box ● 12:45-1:45 PM ● Have a verification form ready.
2/07/25	Opening and Business Session Site:	<ul style="list-style-type: none"> ● Location: Steele HS Auditorium ● Students/Advisors will enter far right door behind school (clearly marked) ● Rear parking lot Conference Parking ● Time: 1:45-3:30 PM (Doors open at 1:30 PM)
2/08/25	Grand Awards Closing Session Site	<ul style="list-style-type: none"> ● Location: Steele HS Auditorium ● Front of school; enter main gate and park to the right ● Time: 1:30 PM (Doors open at 1:15 PM)
	Dress Code For more details see Chapter Handbook page 8-10	<ul style="list-style-type: none"> ● Opening: Business attire ● Competitive event: check Texas HOSA Guidelines for your event ● Closing: Business attire
1/20/25	Advisor Assignment	Texas HOSA's Competitive Event needs every advisor to assist in running events. Click Here to sign up for your advisor's assignment



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	Courtesy Corp	Chapters can still register 2 students to act as Courtesy Corp, those students will be assigned to the same event as their advisor.
	Voting Delegates	New rule this year! 2 voting delegates per school not per chapter
2/07/25	Officer Candidate Interviews (all candidates must have taken online test during the online testing window)	<ul style="list-style-type: none"> • Fairfield Inn & Suites NE/Schertz 5008 Corridor Loop Rd, Schertz, TX 78154 • 8:00 AM • Link for application
1/20/25	IEP Events	IEP Verification and Accommodation Form https://hosa.org/accommodations/
	Substitutions for Team Events	Substitution/No show form link
2/07/25	Area 1 Theme & Social	<ul style="list-style-type: none"> • Theme: Ignite your Future” • “Manifestation – Wall of Dreams” & Bracelet Making • “F Hallway” near School Store
2/07/25	Area 1 - Service Project National Marrow Donor Program (NMDP)	<ul style="list-style-type: none"> • “Photo Booth” & sell pink beads/feather boas/stickers and a spirit stick • “F Hallway” near school store
	Hotels	<ul style="list-style-type: none"> • Click Here for a list of nearby hotels • HOSA chapter Advisors are responsible for reserving hotel accommodation at the hotel of their choice



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OFFICER CORNER -

Hey everyone!

We are incredibly excited to welcome you to Area 1's annual Spring Leadership Conference! Between competitive events, be sure to check out our social! We're hosting what we like to call a "Manifestation." Here, you'll have the chance to write down your goals and aspirations on stationery and stick them upon a "Wall of Dreams," where you can truly capture this moment in your HOSA journey alongside fellow members.

Our theme for SLC is "Ignite Your Future"! We want to showcase the future our members are working towards through this activity. Feel free to take photos in front of the wall and be sure to tag us if you post them! We love seeing your Area 1 pride!

But the fun doesn't end there! We're also planning to have a karaoke station at the high school to really amp up the excitement. So, grab some friends and get ready to ignite the mic!

We're also thrilled to continue fundraising for the National Marrow Donor Program (NMDP)! We'll have a photo station where you can capture memories at SLC free of charge, with an NMDP stand right next to it where donations are encouraged. Plus, don't miss out on our limited-edition spirit items, which you can purchase to showcase your Area 1 pride! Make sure your school gears up and goes big with our spirit wear for a chance to win the spirit stick (and bragging rights)!

We're so excited to see you all in Cibolo! Best of luck with your competitions—we can't wait to be reunited with our Area 1 family!

The Area 1 Officer Team



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Tentative Agenda

A final conference agenda will be given to advisors at on-site check-in with room numbers.

Friday, February 7, 2025

8:00 am	Area Officer Interviews	Fairfield Inn & Suites NE/Schertz	
12:45-1:45 pm	Conference Check-In	Steele Black Box	
1:30 pm	Doors open for Opening Session	Steele HS Auditorium	
1:45 pm	Opening Session	Steele HS Auditorium	
3:00 pm	Business Session	Steele HS Auditorium	
4:30 pm	Competitive Events Headquarters opens	Library	
	Judge Hospitality Opens	Rm # G106B Culinary	
	Advisor Hospitality Opens	Rm # G106 A	
	Ambassadors Headquarters Opens	Downstairs G Gallery Lab	
5:15 pm	Event Manager and Assistants Orientation and materials pick-up for 6:15 pm events		
5:45 pm	Event Manager orients judges: Event team prepares room		
6:00 pm	Competitors without appointment times arrive for check-in All others arrive 15 minutes prior to appointment time to check-in		
6:15 pm	Events begin		
		Holding Room	Event Room
6:15 pm	Biomedical Debate Rd 2		
	Biotechnology Rd 2		
	Clinical Specialty	By Appointment	Bring 2 paper copies for judges
	Community Awareness	By Appointment	Bring 2 paper copies for judges
	CPR/FA Rd 2		
	Life Support Skills		
	Creative Problem Solving Rd 2		
	EMT Rd 2		
	Forensic Science Rd 2	N/A	
	Research Poster Rd 2	By Appointment	
	Researched Persuasive Writing & Speaking	By Appointment	Bring 2 paper copies for judges
5:45 pm	Event Manager and Assistants Orientation and materials pick-up for 6:45 pm events		
6:15 pm	Event Manager orients judges: Event team prepares room		
6:30 pm	Competitors arrive for check-in Researched Persuasive Writing & Speaking check-in 15 minutes prior to appointment time		
6:45 pm	Events begin		
		Holding Room	Event Room
6:45 pm	CERT Skills Rd 2		
	Clinical Nursing Rd 2		
	Dental Science Rd 2		



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	Extemporaneous Writing		
	HOSA Bowl Rd 2		
	Mental Health Promotion Rd 2	By Appointment	
	Nursing Assisting Rd 2		
	Parliamentary Procedure Rd 2		
	Personal Care		
	Pharmacy Science Rd 2		
	Public Service Announcement Rd 2	By Appointment	

6:15 pm	Event Manager and Assistants Orientation and materials pick-up for 7:15 pm events		
6:45 pm	Event Manager orients Judges. Event Team prepares room		
7:00 pm	Competitors arrive for check-in		
7:15 pm	Events begin		
		Holding Room	Event Room
7:15 pm	Clinical Laboratory Science Rd 2		
	Home Health Aide Rd 2		
	Medical Assisting Rd 2		
	Medical Art Poster Collection & Judging	N/A	
	Patient Care Tech Rd 2		
	Phlebotomy Rd 2		
	Physical Therapy Rd 2		
	Sports Medicine Rd 2		
	Veterinary Science Rd 2		

Saturday, February 8, 2025

7:15 am	Competitive Events Headquarters opens		
7:30 am	Judge Hospitality Opens		
	Advisor Hospitality Opens		
	Ambassador Headquarters Opens		

7:15 am	Event Manager & Assistants Orientation and materials pick-up for 8:30 am events		
7:45 am	Event Manager orients judges. Event team prepares room		
8:15 am	Competitors arrive 15 minutes prior to appointment time for check-in.		
8:30 am	Events begin		
		Holding Room	Event Room
8:30 am	Extemporaneous Writing Judging	N/A	
	Family Medicine Physician	By Appointment	Bring 2 paper copies for judges
	Health Career Display Rd 2	By Appointment	
	Health Career Photography Rd 2	By Appointment	
	Health Education Rd 2	By Appointment	
	Healthy Living Rd 2	By Appointment	
	Medical Innovation Rd 2	By Appointment	
	Public Health Rd 2	By Appointment	
	Prepared Speaking	By Appointment	
	Speaking Skills	By Appointment	



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	MRC Partnership Rd 2	By Appointment	
7:45 am	Event Manager & Assistants Orientation and materials pick-up for 9:00 am events		
8:15 am	Event Manager orients Judges. Event Team prepares room		
8:45 am	Medical Spelling competitors arrive for check-in		
9:00 am	Events begin		
		Holding Room	Event Room
9:00 am	Interviewing Skills Rd 2	By Appointment	
	Job Seeking Skills Rd 2	By Appointment	
	Medical Spelling Rd 2	N/A	
1:30 pm	Grand Awards Session		

Contact Information:

Conference Chairs: Gale Cabe gcabe@scucisd.org

Executive Director: Janet Villarreal janet.villarreal@texashosa.org

Texas Officer Coordinator: Kelly Cowan kelly.cowan@texashosa.org

Competitive Event Manager: Linda Stanhope linda.stanhope@texashosa.org

Competitive Event Supervisor: Wanda Herfarth wanda.herfarth@texashosa.org

