



Area 7

Spring Leadership Conference

February 14-15, 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 [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 [2/4/25](#). 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

AT THE MOMENT WE ARE ONLY TAKING CHECKS, PLEASE MAIL THEM AS SOON AS YOU CAN. WE WILL NOT PENALIZED IF THE CHECKS ARRIVES AFTER THE DEADLINE.

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/ 27/25	Registration Deadline	Must be completed via the Online Registration System apps.hosa.org by 11:59 PM (central time)
1/27/25	Digital Upload Deadline	apps.hosa.org
	Student to Advisor/Chaperone ration: 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>



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2/14/25	Meals	Meals are not provided for students. The school will have concessions with Chips, candy and drinks available Friday evening.
2/12/25	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.
	Parking	<ul style="list-style-type: none"> ● Parking: bus parking lot and overflow ● Link Map diagrams
2/14/25	Conference Site	<ul style="list-style-type: none"> ● Mary Carroll High School 3202 Saratoga Blvd Corpus Christi, Tx 78415 ● Parking- South lot ● Entrance- Front Door Main Entrance
2/14/25	Conference check-in	<ul style="list-style-type: none"> ● Advisors Only ● Location: Mary Carroll H.S, Arena Foyer ● 12:45-1:45 PM ● Have verification form ready.
2/14/25	Opening and Business Session Site:	<ul style="list-style-type: none"> ● Location: Mary Carroll HS Arena ● Parking: Lot adjacent to Arena ● Time: 1:45-3:30 PM (Doors open at 1:30 PM)
2/15/25	Closing Session Site	<ul style="list-style-type: none"> ● Location: Mary Carroll HS Arena ● Parking: Lot adjacent to Arena ● 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



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	Advisor Assignment	Texas HOSA's Competitive Event needs every advisor to assist in running events. Click Here to sign up for your advisor assignment
	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
2/14/25	Officer Candidate Interviews (all candidates must have taken online test during the online testing window)	<ul style="list-style-type: none"> • Springhill Suites 4331 South Padre Island Dr Corpus Christi, Tx 78411 • 8:00 AM • Link for application
	IEP Events	IEP Verification and Accommodation Form https://hosa.org/accommodations/
	Substitutions for Team Events	Substitution/No show form link
2/14/25	Social and Theme	<ul style="list-style-type: none"> • Theme "Ignite Your Drive" • "HOSA's Grand Prix" social media guided Scavenger Hunt and Video games • Cafeteria • 7:00-9:00 PM
2/14/25	Service Project	<ul style="list-style-type: none"> • National Marrow Donor Program Donation Boxes, Photo Booth and Valentine Candy Grams • Cafeteria • 7:00-9:00 PM
	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 -

Hello, Area 7!

We are thrilled to welcome you to this year's HOSA Spring Leadership Conference: Ignite Your Drive! Get ready for a weekend filled with fun and memories that will last a lifetime.

We're kicking things off with our service project, where we'll be selling Valentine's Candy Grams for \$2.00, to celebrate your LOVE for HOSA. All proceeds will benefit our service project partner, the National Marrow Donor Program (NMDP). Don't forget to bring cash for our annual donation box, which will be passed around during the conference.

For some extra excitement, join us in our Social Media Scavenger Hunt! Teamwork and creativity will increase your chances to WIN, with the prize being announced at the closing ceremony.

We can't wait to share this unforgettable experience with you, and we're looking forward to seeing you all very soon.

Your Area 7 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.

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Friday, _____

8:00 am	Area Officer Interviews	Spring Hill Suites	
12:45-1:45 pm	Conference Check-In	Mary Carroll HS Arena Foyer	
1:30 pm	Doors open for Opening Session	Mary Carroll HS Arena	
1:45 pm	Opening Session	Mary Carroll HS Arena	
3:00 pm	Business Session	Mary Carroll HS Arena	
4:30 pm	Competitive Events Headquarters opens	Library	
	Judge Hospitality Opens	C-103	
	Advisor Hospitality Opens	C-101	
	Ambassadors Headquarters Opens	AB-101	
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		



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		Holding Room	Event Room
6:45 pm	CERT Skills Rd 2		
	Clinical Nursing Rd 2		
	Dental Science Rd 2		
	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, _____

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	



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	Medical Innovation Rd 2	By Appointment	
	Public Health Rd 2	By Appointment	
	Prepared Speaking	By Appointment	
	Speaking Skills	By Appointment	
	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:	Casey Pyle	casey.pyle@ccisd.us
	Lilia Tamez	Lilia.tamez@ccisd.us
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