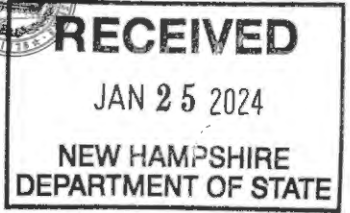


STATE OF NEW HAMPSHIRE

Honorarium or Expense Reimbursement Report
Executive Branch – RSA 15-B



Type or Print all Information Clearly:

Name: Alexa J Simmons _____ Work Phone No. 603-271-4680
First Middle Last

Work Address: 25 Hall Street Concord NH 03811

Office/Appointment/Employment held: NHED Education Consultant and 619 Coordinator

List the full name, post office address, occupation, and principal place of business, if any, of the source of any reportable honorarium or expense reimbursement. When the source is a corporation or other entity, the name and work address of the person representing the corporation or entity in making the honorarium or expense reimbursement must be provided in addition to the name of the corporation or entity.

Source of Honorarium or Expense Reimbursement:

Name of source: pyramid model consortium
First Middle Last

Post Office Address: _____

Occupation: _____

Principal Place of Business: _____

If source is a Corporation or other Entity:

Name of Corporation or Entity: __pyramid model consortium

Name of Corporate/Entity Representative: Rob Corso

Work Address of Representative: _____

Value of Honorarium: __ Date Received: *If exact value is unknown, provide an estimate of the value of the gift or honorarium and identify the value as an estimate.* Exact ____ Estimate ____

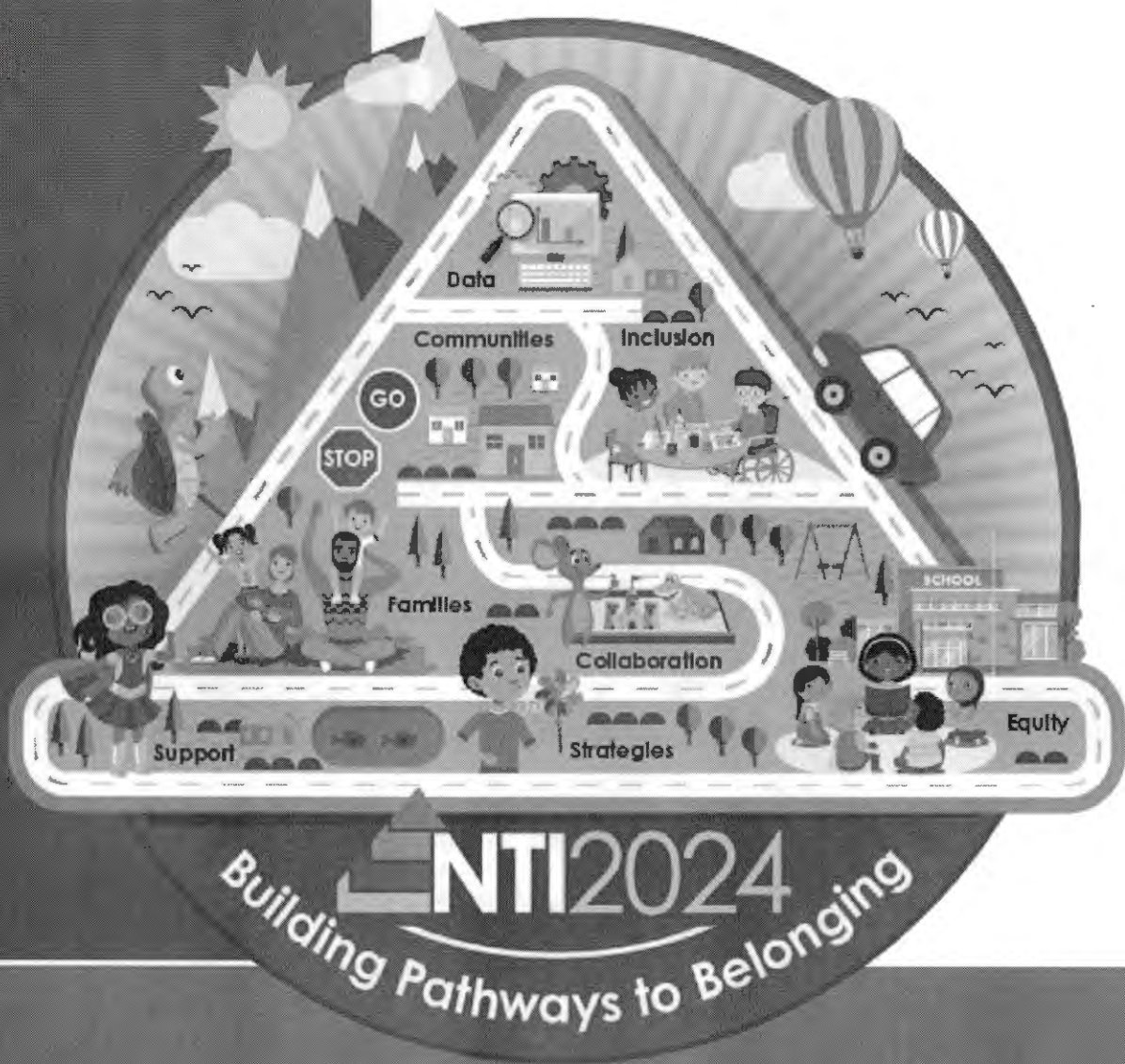
Value of Expense Reimbursement: \$2,500 Date Received: February 2024- April 2024 *A copy of the agenda or an equivalent document must be attached to this filing.* Exact ____ Estimate X

Briefly describe the service or event this Honorarium or Expense Reimbursement relates to: The Pyramid Model Consortium is funding my involvement in the NTI 2024 Building Pathways to Belonging conference held in April. This work will align to my role in the 619 coordinator position for the state of New Hampshire to ensure continuity is being maintained with the Pyramid Model

I have read RSA 15-B and hereby swear or affirm that the foregoing information is true and complete to the best of my knowledge and belief.
Signature of Filer Date Filed

RSA 15-B:9 Penalty. Any person who knowingly fails to comply with the provisions of this chapter or knowingly files a false report shall be guilty of a misdemeanor.

Return to: Secretary of State’s Office, 107 North Main Street, State House Room 204, Concord, NH 03301



Conference Justification Toolkit

April 16-19, 2024

Tampa, Florida

National Training Institute on Effective Practices: Addressing Challenging Behavior

Introduction

The National Center for Pyramid Model Innovations (NCPMI) and the Pyramid Model Consortium (PMC) are pleased to bring you this unique and inspiring professional development experience. NTI's format is designed to provide an in-depth learning experience built around the Pyramid Model. The Pyramid Model for Promoting Social-Emotional Competence in Infants and Young Children provides a multi-tiered system of support for promoting young children's healthy social, emotional, and behavioral development. The Institute brings together experts from around the country who skillfully present three-hour workshops offering practical, ready-to-use information on systems and practices for promoting the social-emotional development of young children. It is an unparalleled opportunity to increase your skills, build a network of colleagues, and become part of a growing professional community who use the Pyramid Model.

Purpose

The National Training Institute on Effective Practices aims to provide professionals with an in-depth, intensive learning experience around the Pyramid Model framework for addressing the social and emotional development and challenging behavior of young children.

Who Should Attend?

We encourage anyone interested in learning more about the Pyramid Model framework, learning new strategies, building state and program systems, and hearing about new research to attend. Individuals who may benefit and have attended previous the Institute include administrators, consultants/trainers, program implementation coaches, practitioner coaches, behavior specialists, higher education faculty, researchers, teachers, child care staff, program administrators/directors, state program administrators, early interventionists, and infant early childhood mental health specialists.

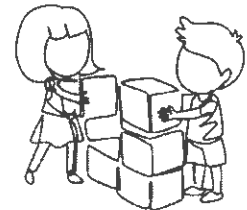
Age groups our attendees serve:



0-3



3-5



5-8

Format

Topics and speakers have been chosen carefully to provide NTI participants with a high-quality learning experience related to promoting the social and emotional competence of young children, addressing challenging behavior, improving systems and practices, and building systems of care. The conference offers both in-depth training workshops and shorter tool-kit sessions.

- **In-Depth Workshops**
A variety of three-hour sessions are offered on Wednesday and Thursday morning and afternoon. Participants do not need to sign up in advance and choose which sessions to attend.
- **Toolkit Sessions**
These are brief sessions (60 minutes) that are focused on one practice, strategy, or element of implementation. We offer three rounds of our toolkit sessions on Friday morning. These sessions offer NTI participants a variety of choices for learning focused content. They are designed to offer information relevant for coaches, administrators, practitioners, and leadership teams.

Program

NTI session offerings are typically finalized in January and published by early February. In the meantime, if you need to see a representative sample of the types of sessions and topics covered, you can view a sample program on the conference website.

Agenda At-a-Glance

Monday April 15	Tuesday April 16	Wednesday April 17	Thursday April 18	Friday April 19
Registration Open 7:30 am – 7:00 pm	Registration Open 7:30 am – 6:00 pm	Registration Open 7:30 am – 4:30 pm	Registration Open 7:30 am – 4:30 pm	Registration Open 7:30 am – 12:30 pm
Pre-Conf. Breakfast 7:30 am – 8:30 am	Pre-Conf. Breakfast 7:30 am – 8:30 am	Breakfast 7:30 am – 8:30 am	Breakfast 7:30 am – 8:30 am	Breakfast 7:30 am – 8:30 am
Pre-Conf. Workshops 8:30 am – 12:00 pm	Pre-Conf. Workshops 8:30 am – 12:00 pm	Morning Sessions 8:30 am – 11:30 am	Morning Sessions 8:30 am – 11:30 am	Toolkit 1 8:30 am – 9:30 am
Pre-Conf. Lunch 12:00 pm – 1:00 pm	Pre-Conf. Lunch 12:00 pm – 1:00 pm	Lunch 11:30 am – 1:00 pm	Lunch 11:30 am – 1:00 pm	Toolkit 2 9:50 am – 10:50 am
Pre-Conf. Workshops 1:00 pm – 5:00 pm (end times vary)	Pre-Conf. Workshops 1:00 pm – 3:30 pm	Afternoon Sessions 1:00 pm – 4:00 pm	Afternoon Sessions 1:00 pm – 4:00 pm	Toolkit 3 11:10 am – 12:10 pm
	Keynote Session 4:00 pm – 5:30 pm			

*Schedule subject to change

Exhibitor Area

The exhibitor area will be open daily, Tuesday-Friday, with access to NTI sponsors, exhibitors, and the opportunity to network!

Registration Rates

Conference Fee

Conference Admission \$545.00

NTI session offerings are normally finalized in January and published by early February. In the meantime, if you need to see a representative sample of the types of sessions and topics covered, you can view a sample program on the conference website.

What's included?

- Keynote presentation on Tuesday afternoon
- Three days of informative, and in-depth Pyramid Model inspired 3-hour and toolkit sessions
- Meals (Breakfast, Wednesday-Friday; Lunch, Wednesday-Thursday)
- Event app access for help planning your sessions, connect with attendees, and viewing session handouts

What's not included?

- Pre-conference workshops
- Hotel and transportation fees
- CEU credits*

Pre-Conference Workshops

Pre-conference workshops are offered at an additional cost. Pre-conference workshops are **one or two days** in duration and offered Monday and Tuesday, before the conference begins.

- 1-Day Workshops: \$265.00 (limit 2 per person)
- 2-Day Workshops: \$399 each (limit 1 per person)

What's included?

- Workshop materials
- Breakfast and lunch on the day of the workshop

- NTI Conference Admission
- Hotel and transportation fees
- CEU credits*

What's not included?

Pre-conference workshop topics and more information will be available November 1, when registration opens, on the Pre-Conference page of the conference website.

Past workshop topics have included:

- **1-Day Workshops**
 - Prevent-Teach Reinforce for Young Children: A Model for Addressing Challenging Behavior (PTR-YC)
 - Practice-Based Coaching: Supporting Practitioners' Use of Effective Practices (PBC)
- **2-Day Workshops**
 - Using the Behavior Incident Report System within Preschool Programs (BIRS)
 - Teaching Pyramid Infant-Toddler Observation Scale (TPITOS) Reliability Training
 - Teaching Pyramid Observation Tool (TPOT) for Preschool Classrooms Reliability Training

Contact Us

Additional questions can be sent to nti@usf.edu, please allow us 48 hours to reply.

* Due to the low demand, NCPMI is not providing CEUs for NTI. Participants who are interested in CEU credits will need to contact their licensing agency to find out if you can apply for CEUs directly with them.

Location and Accommodations

This year's conference will be held at the Tampa Marriott Water Street Hotel in Tampa, Florida, a redesigned waterfront hotel conveniently located in downtown Tampa, close to the Tampa Riverwalk Florida Aquarium, Amalie Arena, and Sparkman Wharf. The hotel provides relaxing and inviting spaces including a stylish rooftop pool bar, five unique food and beverage outlets, including a 65-seat Starbucks®, Garrison Tavern, and a featured indoor/outdoor restaurant and bar, the Anchor and Brine. Plus, don't miss a workout during your stay and enjoy the hotel's state-of-the-art Fitness Center, open 24/7.

Tampa Marriott Water Street Hotel
505 Water Street, Tampa, FL 33602
www.marriott.com

- NTI Group Rate: \$255
 - Per night, single, or double occupancy. Price does not include 13.5% tax or \$1.95 TMD City Fee.
- NTI Group Code: NTI
 - Rate is valid through March 15, 2024, or until room block is full
- To make a hotel reservation visit:
 - the Hotel's NTI Reservation page
 - or call 1-888-789-3090

Parking

Both self-parking and valet parking are available.

- **Self-parking** is available but is not affiliated with the hotel. Pam Iorio Garage: hourly rate, \$12 max daily (no in/out privileges). May have black-out dates or increased rates due to events at Amalie Arena or Convention Center.
- **Valet parking:** let the valet parking department know that you are part of the NTI conference to receive a discount, valet parking rates are as follows: Day parking is \$28 less 30% conference discount. Overnight parking is \$38 less 30% conference discount.

Check-In/Check-Out

- Check-in: 4:00 PM
- Check-out: 11:00 AM

Early check-in/late check-out: The Marriott Water Street Hotel makes every effort to accommodate guest check-in/check-out times. However, due to the high volume of hotel guests during the conference, early check-ins or late check-outs may not be available. In these cases, the hotel will be happy to store your luggage at the hotel Bell Stand.

Need late check-in? Please make sure to call ahead so the hotel will know to hold your room for late check-in.

Airport

Tampa International Airport (TIA) is approximately 20 minutes from the hotel and the most convenient airport to use. Visit their website at <http://www.tampaairport.com>.

- **Shuttle service:** Blue One Transportation provides a group discounted rate to NTI attendees to and from TIA to the Tampa Marriott Water Street. Group code: **NTI2024**. Rate is \$15 pp each way. Call (813) 282-7351 from baggage claim at TIA once you've collected your luggage on arrival to Tampa, or from the hotel for your return trip to the airport.

St. Petersburg/Clearwater International Airport services several airlines. Driving time to or from the Tampa Marriott Water Street Hotel is approximately 20 minutes. Visit their website at <http://www.fly2pic.com>.

Writing a Justification Letter

Provide your supervisor with an email or letter proposal that highlights the multiple benefits of your NTI 2024 attendance. Discuss the educational value, networking opportunities, and exposure for your position in your organization. Focus on how attending the NTI conference will increase your Pyramid Model practice and implementation knowledge and enable you to better support your program or state system, colleagues, children, and families, as well as the potential to advance your team's objectives.

Sample Letter

Dear <Supervisor's Name>,

The National Training Institute on Effective Practices: Addressing Challenging Behavior (NTI), brings together over 1,000 early childhood professionals at all levels to enhance their knowledge and skills on the Pyramid Model for Promoting Social-Emotional Competence in Infants and Young Children (Pyramid Model). I would like to attend this in-person event, from <Monday April 15th OR Tuesday April 16th> through Friday April 19th, 2024, to learn best practices, increase my knowledge of Pyramid Model practices and participate in a variety of opportunities that will enhance my skills to provide high-quality, inclusive services for the young children and families in our community.

By attending the conference, I will gain valuable knowledge that I will be able to implement as soon as I get back to work. I'll also be able to select sessions that best inform and support my work while making connections with and learning from the experiences of other professionals, from my profession and other professions, who are serving in programs just like ours throughout the world.

NTI provides opportunities for me to:

- Attend sessions focused on the critical knowledge and skills that I need to help the young children I serve be successful as I support our program to offer quality, inclusive services.
- Connect with other professionals serving young children with disabilities and their families, with whom I can exchange ideas, skills, resources, and practices.
- Collect strategies, insights, and resources that I can bring back and share with our team to improve our services.

To meet my professional development goals, I am seeking approval for expenses during the conference as detailed below:

- Conference registration:
- Pre-conference workshop costs:
- Hotel/travel expenses:
- Other related expenses:
- **Total estimated conference cost:** <insert total cost here>

The chance to connect with Pyramid Model professionals, and exposure to new ideas from leaders in the field, make my participation at NTI a valuable investment for our team.

Thank you in advance for your consideration.

Sincerely,

<Your full name here>