

FW: Registration/Information - April 4-6, 2023, Collective Bargaining for All in Denver, CO

Medina, Karla [NEA] <KMedina@nea.org>

Mon 3/13/2023 6:20 PM

To: Holmes, Ellen [NEA] <eholmes@nea.org>

 1 attachments (32 KB)

Registartion-CO April 4-6 Bargaining.xlsx;

Ellen,

Can you add the below when you send the CO welcome email about breakfast? They will need to get breakfast before the meeting. Registration list is attached. Only person missing is Erica Smiley. So you can add her to your list.

Hotel

Hilton Denver City Center
1701 California St.
Denver, CO 80202

Breakfast – Upon checking into the hotel, you will receive (1) Breakfast voucher per Guest Room per Day, to be redeemed at the hotel restaurant, Prospects Urban Kitchen, for a hot entrée & beverage. Prospects Urban Kitchen is open for breakfast from 6:30 AM – 10:00 AM.

From: Medina, Karla [NEA] <KMedina@nea.org>

Sent: Thursday, February 9, 2023 9:42 AM

Cc: Medina, Karla [NEA] <KMedina@nea.org>

Subject: FW: Registration/Information - April 4-6, 2023, Collective Bargaining for All in Denver, CO

Dear UniServ Participants,

As of today you have not registered for the April 4-6, 2023, Collective Bargaining for All in Denver, CO. Please register as soon as possible with the link below.

If you are no longer attending please let me know.

REGISTER HERE by **March 1st** to guarantee your spot! The waitlist will open on March 2nd, and we will not be able to guarantee your spot once the waitlist is open.

From: Medina, Karla [NEA] <KMedina@nea.org>

Sent: Thursday, January 19, 2023 3:47 PM

Cc: Holmes, Ellen [NEA] <eholmes@nea.org>; Medina, Karla [NEA] <KMedina@nea.org>

Subject: Registration/Information - April 4-6, 2023, Collective Bargaining for All in Denver, CO

Dear UniServ Participants,

In this email, you will find important information for your preparation and arrival. I know that it's a lot but please read the message in its entirety.

We would like to welcome you to the **Organizing Support Network– Collective Bargaining for All**

When: Tuesday, April 4 – Thursday, April 6, 2023

Where: Denver, CO

Hotel: Hilton Denver City Center, 1701 California St., Denver, CO 80202

REGISTRATION

REGISTER HERE by March 1st to guarantee your spot! The waitlist will open on March 2nd, and we will not be able to guarantee your spot once the waitlist is open.

AIRFARE

NEA will cover your travel arrangements to attend this training. To book your airfare, call FCM Travel Solutions at 1-866-811-8502 and reference meeting code **you receive after registering** as soon as possible.

Please do not purchase airfare independently as it will not be reimbursed.

- **Facilitators** – Arrive Sunday, April 2nd - Meeting starts at 8:30 am Monday, April 3rd and ends at 1:00 PM Thursday, April 6th (depart after 4:00 PM)
- **Participants** – Arrive Monday, April 3rd - Meeting starts at 8:30 am Tuesday, April 4th and ends at 1:00 PM Thursday, April 6th (depart after 4:00 PM)

HOTEL

Hotel accommodations will be made for you at the Hilton Denver City Center with your room and tax direct billed to NEA. Please be prepared to provide a credit card upon check-in to cover any incidentals. Your check-in and check-out dates will coincide with your travel dates.

PRE-ATTENDANCE ASSIGNMENTS

Coming soon from Ellen Holmes

If you have any content related questions, please contact Ellen Holmes by email at eholmes@nea.org or by text (207) 660-5589 (please begin your text with who you are).

TRANSPORTATION TO/FROM THE HOTEL:

Please feel free to take a Taxi, Uber, Lyft, or an airport shuttle service. Your state/local will be reimbursed for this expense.

WHAT TO WEAR: You should plan to wear comfortable clothes and remember to dress in layers as sometimes the rooms are hot and sometimes, they are cold. Please dress as casual and comfortable as you consider appropriate for learning with colleagues. All of you already have the job, so there is no need to dress to impress.

TECH REQUIREMENTS

You will need your laptop, chargers, etc. We will provide extension cords at each table. Prior to arriving, please work with your IT Department or Manager to ensure you can access the conference center Wi-Fi. This will not be a “secure” network so you may need to have your settings changed so that you can access it or bring your own mobile “hotspot” that is approved for use by your affiliate.

NEA TRAVEL EXPENSE REIMBURSEMENT

A payment will be made to the state or local you selected during registration after the training. **Please contact them how you will be reimbursed for your expenses.** Hotel and airfare will be direct billed and paid by NEA.

NEA COVID PROTOCOLS

NEA continues to strongly encourage public health practices that reduce the risk of COVID-19 and requires certain mitigation measures to protect participants and event staff. Attendees of in-person NEA events must agree to NEA's COVID-19 Requirements. You will be asked to read and confirm the Agreement to Abide by COVID-19 Requirements before completing registration. You will also be asked to attest to being vaccinated against COVID-19 or if you are not vaccinated, to attest to an exemption for medical reasons or because of a sincerely held religious belief.

Please be aware that NEA reserves the right to increase mitigation measures as conditions warrant, such as by requiring additional COVID-19 screening testing, requiring all attendees to wear KN95, N95, or equivalent masks, or converting an event to virtual.

BEFORE YOU LEAVE HOME

- **Get your COVID-19 Vaccinations.** NEA requires meeting attendees to attest that they are vaccinated against COVID-19 or to attest to an exemption for medical reasons or because of a sincerely held religious belief. For purposes of this requirement, “vaccinated” means having completed a COVID-19 vaccine primary series.
 - NEA strongly encourages all meeting attendees to be up to date with their COVID-19 vaccinations, including the bivalent booster which protects against variants of the virus. You are “up to date” when you have received all doses in the primary series and all boosters recommended for you when eligible. You can determine if you are up to date with your COVID-19 vaccines by checking the CDC website here (<https://www.cdc.gov/coronavirus/2019-ncov/vaccines/stay-up-to-date.html>).
- **COVID Test.** NEA strongly recommends that attendees take a COVID-19 test immediately prior to traveling to the event to avoid unanticipated costs of being required to isolate at the event location. ***If positive or symptomatic, do not travel to the event.***
- **Self-Assessment.** Evaluate your own health and that of people with whom you are in close contact. Do not travel if you are sick, and carefully consider your risk of potential infection if you have been around someone with confirmed COVID-19 in the past 10 days.

ON-SITE REQUIREMENTS

Attendees should adhere to the following NEA recommendations and requirements to help prevent the spread of COVID-19:

- **Masks.** Meeting attendees are not required to wear masks. NEA reminds all participants that the decision to wear a mask in a group setting may be based on a variety of personal factors, including individual health concerns, caretaker concerns, upcoming family events, etc. Each attendee's decision will be supported and respected by the event community.
- **Social Distance.** Adhere to social distance protocols established by the event organizers and the venue, and respect others' personal space.
- **Self-Assessments.** Every morning and evening, assess whether you are experiencing any symptoms consistent with COVID-19, including but not limited to coughing or difficulty breathing, a new loss of taste or smell, or flu-like symptoms such as fever, chills or body aches. If you are not

feeling well or are experiencing any of these symptoms, return to your room and isolate. Immediately seek medical advice and notify Karla Medina at kmedina@nea.org.

- **Screening Testing.** Event providers may determine that additional screening testing is recommended during the event. Cooperate with any additional COVID-19 testing

CONTACTS

Ellen Holmes is your contact for anything to do with content and learning. Karla Medina is your contact for anything to do with logistics, travel, and vouchers. Our contact information can be found below.

Ellen Holmes, eholmes@nea.org text 207-660-5589 (Please begin your text with who you are)
Karla Medina, kmedina@nea.org

CANCELLATIONS

1. If we incur an attrition charge from the hotel due to the late cancellation (rooms and food), we will have to charge your affiliate.
2. If you need to cancel and already booked your airfare, you must call FCM 1-866-811-8502 and cancel that flight. You will get a flight credit from the airlines, that you will have to use within 12 months to attend another UniServ program offering (unless your affiliate also wants to reimburse us for those costs). If you fail to cancel the flight, your affiliate will be asked to cover the cost of that flight.
3. Email Karla Medina (kmedina@nea.org) and Ellen Holmes (eholmes@nea.org) that you need to cancel.

WHAT'S NEXT?

You will receive an email with additional information at least 2 weeks before the training.

Please let me know if you have any questions.