

ACTE Region I - Things to Know Before You Go!



Start mapping out your agenda for this year's ACTE Region I Conference, March 11-13, 2020, in NYC!

- Go to the Region I Conference website: <https://www.acteonline.org/wp-content/uploads/2020/02/2020-Region-I-program.pdf> to check out the conference program.
- Check the weather for Manhattan and Brooklyn March 11-13, 2020 to ensure you have appropriate attire. The dress for the conference is business or business casual. There will be some walking involved so you may want to consider wearing comfortable shoes.
- Transportation **will not** be provided from the airport. Conference participants will need to find their own transportation to the hotel.
- The conference locations are as follows:
 - **Pre-Conference:** City Tech NYC College of Technology - 300 Jay St, 11201
 - Room N119 - Namm Building
 - Use Adams Street and Tillary street entrances
 - **Conference:** UFT Manhattan Office - 52 Broadway, 10004 (Change from previous site)
 - **Awards Ceremony:** UFT Manhattan Office - 52 Broadway, 10004 (Change from previous site)
 - **Business Meeting and Tour Departure:** UFT Manhattan Office - 52 Broadway, 10004
- Transportation **will not** be provided to the Pre-Conference on Wednesday, March 11, 2020. Conference participants will need to find their own transportation to the City Tech Campus. NYC has both UBER and LYFT, as well as taxis. The subway is also a convenient and inexpensive option.
 - Please use this link for directions to the City Tech campus: <http://www.citytech.cuny.edu/about-us/directions.aspx>.
 - Subway directions from the Holiday Inn:
 - Walk to the Wall Street station
 - Take the 4 or 5 Train to Brooklyn
 - Get off at Borough Hall (2 stops)
 - Walk to the City Tech Campus
 - Metro cards can be purchased at the Wall Street station.
 - If you have tap and pay options on your cell phone or credit card then these can also be used at the Wall Street Station.
- Transportation **will not be** provided to the conference on Thursday, March 12, 2020. The Manhattan UFT site is within walking distance of the Holiday Inn

- Directions from the Holiday Inn
 - Walk up Rector Street towards Broadway
 - Turn right on Broadway (after Signature Bank)
 - Continue to UFT
- Lunch **will be** provided during the Conference on Thursday, March 12, 2020. If you have special dietary needs, contact Jaime Alston at jalston@acteonline.org
- The Region I Awards Ceremony and Reception will begin immediately following the conference on Thursday, March 12, 2020. This is open to all conference participants and is included with conference registration. It's a great opportunity to network and recognize outstanding business partnerships, innovative programs, change agents, and distinguished service within the region.
- Transportation **will not be** provided back to the Holiday Inn after the completion of the Awards Ceremony.
- Transportation **will not** be provided to the Region I Business Meeting on Friday, March 13, 2020 as the Manhattan UFT Office is within walking distance of the hotel.
 - Directions from the Holiday Inn
 - Walk up Rector Street towards Broadway
 - Turn right on Broadway (after Signature Bank)
 - Continue to UFT
- Conference participants should have selected a school tour during the conference registration process. If you did not indicate a tour option and would like to attend a tour, please email Jaime Alston at jalston@acteonline.org to select your tour. All tours will leave from the Manhattan UFT office immediately following the conclusion of the Region I Business Meeting.
 - Participants attending the NY Harbor School tour will walk to the ferry and take the ferry to the school (approximately .5 mile walk to the ferry)
 - Participants attending the High School of Economics and Finance tour will walk to the school (approximately .25 mile walk)
 - A bus will be provided for all other school tours
- The school tours are the last conference activity. After the tours participants will be brought back to the Manhattan UFT site and may leave from there.
 - The Holiday Inn will store luggage for participants who are checking out prior to the school tours.
- After the conference, participants will be emailed a conference evaluation. ACTE conference certificates will be sent after the evaluation is completed.
- NYS participants in need of CTLE hours will be asked to sign in on an additional registration sheet so that an additional NYSACTE conference certificate can be issued.

Looking forward to seeing you in NYC!