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Leadership  
Technology  
Research

# **GUIDE TO THE FALL 2018 NCERT CONFERENCE**

**The San Diego Marriott Marquis Hotel & Marina  
333 W Harbor Dr  
San Diego, CA 92101**

**October 10-13, 2018**

**This packet includes information about transportation, hotel procedures, the conference agenda & events, contact numbers for the hotel and NCERT staff and other useful information.**

**Please bring these materials with you in your carry-on bag. You may need them to refresh your memory upon arrival!**

## **CAR RENTAL**

If you have not yet reserved a car and need one, you should contact car rental agencies directly via the Internet or by telephone. All local airports have several options for car rental. Hertz is offering our conference attendees discounted car rentals- just use CV#050Y0004 to receive the discounted rate. Car rental and parking expenses are not provided or reimbursed by **NCERT**.

## **GETTING TO THE MARRIOTT**

The Marriott does not provide airport shuttle service, but there are shuttles available at the San Diego airport. Rental cars and Uber drivers are also readily available (the hotel is only a 10 minute drive from the airport). Shuttle, Uber, taxi and parking expenses are not reimbursed by **NCERT**.

## **CONFERENCE ATTIRE**

We invite and encourage you to be comfortable and at ease during all conference activities. Business casual/resort attire is appropriate for all conference activities. We will be aboard the Hornblower yacht "Adventure" for a dinner cruise of the harbor on Thursday, so keep that in mind when choosing footwear. We may have one or more events on terraces or courtyards, so a jacket or sweater would be a good idea once the sun goes down! The temperature in the meeting rooms can fluctuate, so you may want to have that jacket or sweater handy during the meetings as well. The weather forecast for San Diego during our conference calls for mostly sunny days, with highs in the low to mid 70s and lows in the low to mid 60s.

## **NCERT STAFF AT THE CONFERENCE**

Our conference registration desk will be staffed on Wednesday, Thursday and Friday outside of our meeting room to greet conference attendees, forward messages and to assist you in any way.

## **TENTATIVE SCHEDULE OF EVENTS**

### Pre-conference Activities

Tuesday	6:00 – 7:00 pm	Welcome reception on South Pool Patio
Wednesday	6:00 am	Golfers meet in the lobby for transport to the golf tournament
Wednesday	1:30 pm	National Board meeting

## **NCERT Conference**

Wednesday	2:45 – 6:00 pm	NCERT Innovation Summit- meet in Marina G foyer, South tower, level 3
Wednesday	6:30 – 9:00 pm	Please join us for a reception & dinner in the Bayside Pavilion*
Thursday	6:45 – 8:00 am	Breakfast for superintendents & corporate members in Marina Ballroom F
Thursday	8:30 – 9:30 am	Partner breakfast in Mission Hills
Thursday	8:00 – 4:00 pm	General session, Marina Ballroom G
Thursday	12:00 – 1:00 pm	Lunch for superintendents & corporate members in Marina Ballroom F
Thursday	6:00 pm pm	Board the “Adventure” at Marriott Dock F, gate 3
Thursday	6:30 – 9:00 pm	Reception & dinner cruise aboard the “Adventure”*
Friday	6:45 – 8:00 am	Breakfast for superintendents & corporate members in Marina Ballroom F
Friday	8:30 – 9:30 am	Partner breakfast in Mission Hills
Friday	8:00 – 12:00 noon	General session, Marina Ballroom G
Friday	6:00 – 8:30 pm	Reception & dinner for members, guests & spouses at Roy’s San Diego Waterfront*
Saturday	9:00 am	Breakfast in the Bayside Pavilion*

*\* Please let us know if you have local area plans that will prevent you from attending any of the meal events during the conference. If our group numbers are incorrect, we may have seating problems that will leave one or more people feeling alone at a table! Also, NCERT gives the hotel a meal count guarantee 72 hours in advance. Thank you for your consideration. In case of inclement weather, certain locations may change.*

## **RECEIVING MESSAGES AND FAXES DURING THE CONFERENCE**

Important messages and faxes should be routed through the Marriott front desk with instructions to deliver immediately to the **NCERT** registration desk outside the Viennese ballroom. Please ask your staff to be sure to include both **your name and “NCERT Conference”** when they leave messages (619-234-1500) during meeting hours. Any messages received by the **NCERT** staff from the front desk during meeting hours will be hand delivered to the addressee. Your staff may also request to have their call put through

directly to Debbie Johnson at the **NCERT** conference registration desk outside our meeting room. Please let us know if you are expecting a message so that we can watch for it. Other correspondence and packages will generally be delivered to your sleeping room, unless you make special arrangements with the front desk. Our primary mobile telephone numbers are (949) 280-7600 (Debbie) and (949) 842-7749 (Anita). Please feel free to have your staff use them to contact us.

### **CONTACTING NCERT STAFF DURING THE WEEK OF THE CONFERENCE**

Our entire staff will be at the Marriott beginning Monday, October 8. You may contact us via the hotel telephone at (619) 234-1500 or our mobile telephones at (949) 842-7749 (Anita), (949) 842-7754 (Erik) or (949) 280-7600 (Debbie).

If we can be of any assistance before or after you arrive, or if you just want to visit, please feel free to contact us. We will do everything we can to make the conference a fantastic experience. Please remind your office staff to contact us directly at the hotel, rather than leaving a message at the **NCERT** offices. We have included an information sheet with contact information for your staff.

*Welcome to San Diego!*

# NCERT

national center for education research and technology

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## Staff Contact Information During the NCERT Conference

You may wish to provide your staff with this information sheet, to make it easier for them to contact you during the conference October 10-13, 2018.

The San Diego Marriott Marquis Hotel & Marina  
333 W Harbor Dr  
San Diego, CA 92101  
Phone (619) 234-1500

**NCERT** mobile telephones- (949) 280-7600 (Debbie), (949) 842-7754 (Erik) or (949) 842-7749 (Anita)

Please use the numbers above to contact **NCERT** staff, members and guests during the week of the conference. Please do not use the **NCERT** office telephone number during the conference week, as the entire staff will be on site at the Marriott. ***If messages are left at the NCERT office phone number, there may be a considerable delay in any response or action.***

Should you call the Marriott during meeting hours, you may leave a message for a guest room or ask to be transferred to Debbie Johnson at the **NCERT** registration desk outside of Marina Ballroom G (our main meeting room). Messages received during meeting hours will be hand delivered to the attendee as soon as they are received by **NCERT** staff. Other correspondence or packages received by the Marriott front desk staff will usually be delivered to sleeping rooms unless otherwise directed.