



NHAEOP 68th Annual Edith E. Hammond Conference at-a-Glance

TIME	ACTIVITY	LOCATION
Wednesday, May 6, 2020		
7:30 am – 8:30 am	Conference Registration	Registration area (lower foyer)
8:30 am – 3:30 pm 8:00 am – 4:30 pm	Workshop 1 - Google Docs/Sheets Workshop 2 – Youth Mental Health First Aid (choose one)	~See Map~
11:30 am – 12:30 pm 12:00 pm – 12:30 pm	Workshop 1 - Bring your own LUNCH Workshop 2 - Bring your own LUNCH	~See Map~
4:30 pm – 5:30 pm	Conference Registration Raffle drop off	Registration area (lower foyer)
Doors Open 6:00 pm	Buffet Dinner – 6:30 pm Immediately following: <i>Scholarship Awards</i>	Adams/Lincoln
Thursday, May 7, 2020		
6:00 am 7:00 am – 8:30 am 8:00 am – 8:30 am	NHAEOP Walk Breakfast First Timer Orientation	Meet in front foyer Mountainside Mountainside
7:45 am – 8:30 am	Registration Visit Raffle Room	Lower Foyer Adams/Lincoln
9:00 am – 11:30 am	<i>NHAEOP Conference Welcome</i> Greetings & Announcements <i>Deborah Brown, President</i> <i>Salute to the American Flag</i> <i>Pamela Patnode, Immediate</i> <i>Past President</i> <i>Inspiration</i> - <i>Gretchen Roussin-Drost,</i> <i>President Elect</i> <i>N.H. Department of Education</i> <i>Caitlin Davis, Division Director for</i> <i>Education Analytics & Resources</i>	Adams/Lincoln



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	Thursday, May 7, 2020 <i>(continued)</i>	
	<p><i>Greetings from National Association of Educational Office Professionals</i> <i>President, Jill Averyhart, CEOE</i></p> <p style="text-align: center;">Keynote Speaker</p> <p>Creating A Blame-free and Gossip-free Work Environment <i>Gerri King, PhD</i> <i>Social Psychologist & Organizational Consultant and President,</i> <i>Human Dynamics Associates, Inc.</i></p> <p style="text-align: center;">NHAEOP Business Meeting <i>Administrator of the Year</i> <i>Administrative Assistant of the Year</i></p>	
11:30 am – 12:00 noon	Free Time	On your own
12:00 pm – 1:00 pm	Buffet Lunch	Adams/Lincoln
1:30 pm – 3:00 pm	Session 1	~See Map~
3:15 pm – 4:45 pm	Session 2	~See Map~
4:45 pm – 5:15 pm 4:45 pm – 5:45 pm	Registration Visit the Raffle Room	Lower foyer
5:00 pm – 6:00 pm	Free Time	On your own
6:00 pm – 8:00 pm	Dinner Raffle Drawings	Adams/Lincoln
8:00 pm - 11:00 pm	Murder Mystery Music – D.J. and Photo Booth	Adams/Lincoln



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Friday, May 8, 2020		
6:00 am 7:00 am – 8:30 am	NHAEOP Walk Breakfast Buffet	Meet in front foyer Mountainside
8:00 am – 8:45 am	Registration Visit Raffle Room	Lower foyer Lincoln/Adams
9:00 am – 10:30 am	Session 3	~See Map~
10:45 am – 12:15 pm	Session 4	~See Map~
12:30 pm – 1:15 pm	Spirit Luncheon (wear your school colors) Service Project Presentation to Berlin School District, SAU 6, Berlin, NH Raffle Drawings / Closing	Lincoln Adams