



# IAASE

*Illinois Alliance of Administrators of Special Education*

FALL CONFERENCE | SEPTEMBER 27-29, 2017

Tinley Park Convention Center, Tinley Park, IL



Register by

September 14, 2017

to receive regular registration



Dr. Adolph Brown  
Keynote Speaker



Mike Veny  
Keynote Speaker

Register at  
[www.iaase.org](http://www.iaase.org)

**Reaching Higher.**  
**Going Further.**



# Illinois Alliance of Administrators of Special Education

A subdivision of the Council of Administrators of Special Education

<http://www.iaase.org>

1324 Lantern Lights Circle ♦ Lebanon, IL 62254 ♦ Telephone (618) 622-8800 ♦ Fax (618) 622-8801 ♦ Email: [ngerrish@iaase.org](mailto:ngerrish@iaase.org)

July 1, 2016

Dear Fellow Administrator,

The **Illinois Alliance of Administrators of Special Education (IAASE)** is a non-profit special education administrator organization that focuses its efforts on promoting educational opportunities for all students including those with exceptionalities. IAASE relies on special education professionals who are in the field to develop policy, practice, and legislation; these actions are further accomplished through partnerships and liaisons with state, local, and national educational and organizational entities. IAASE is also an outstanding resource to its members by providing timely and quality professional development, collaboration, and networking opportunities. IAASE is the largest state organization of special education administrators with approximately 1200 members.

**IAASE** has the Vision of “providing the voice, vision, and future of special education leadership in Illinois”. We also have the mission to “provide leadership related to special education by delivering: impactful advocacy for students and families, guidance for improving student outcomes, progressive professional development, effective legislative advocacy, dynamic networking opportunities, and statewide guidance on policy development”. IAASE is working towards its vision and meeting its mission by: being active partners with the Illinois State Board of Education, Illinois General Assembly, and other key Illinois education professional organizations; engaging in meaningful committee work with productive outcomes; offering statewide trainings and conferences that highlight current educational trends and best practices; and communicating frequently with our members on timely issues and gathering member feedback.

Annual IAASE membership runs July 1, 2017 through June 30, 2018. Membership enrollment is completed online at [www.iaase.org](http://www.iaase.org). We welcome all entities related to special education to become members of IAASE. We encourage all members to attend our five Board meetings, many which are scheduled in conjunction with state and organizational conferences, to be informed and proactive in addressing needs within the special education field.

As Illinois continues to face many challenges that impact students with disabilities and their families, it is important that IAASE remain prominent and at the forefront of special education issues. As our work relies strongly on the volunteer efforts of professionals in the field, we welcome you to join in making a difference for students in Illinois. It is with the collaboration and support of our profession that we can have a positive influence on the education of students.

Warm regards,

Dr. Lea Anne Frost

IAASE President  
(847) 721-5609



# Illinois Alliance of Administrators of Special Education 19th Annual Fall Conference

## Reaching Higher. Going Further.

### GENERAL CONFERENCE INFORMATION

This conference features timely topics of interest to IAASE members, special education directors and supervisors, and regular education administrators.

#### **Dates and Times:**

**September 27, 2017** – Pre-Conference Workshop (Wednesday)  
Registration begins at 8:00 a.m. Pre-conference workshop is from 8:30 a.m. to 3:30 p.m.

**September 28-29, 2017** – Fall Conference (Thursday & Friday)  
Conference registration and continental breakfast begin at 7:30 a.m. each day. Conference presentations begin promptly at 8:30 a.m. each day.

#### **Conference Location:**

**Holiday Inn Select Hotel and Conference Center**  
18451 Convention Center Drive  
Tinley Park, Illinois 60477  
(708) 444-1100

#### **Holiday Inn Reservations:**

**Rate: \$121 per night plus tax** (Single or Double)  
**Phone: (708) 444-1100 Fax: (708) 444-1104**  
Hotel reservations must be made by September 19, 2017 to get the special IAASE Fall Conference rate (based on availability). After this cut-off date, rooms will be subject to the current hotel rate.

#### **Pre-Conference Workshop Registration Fee:**

**\$125 per Person for registrations on or before September 14**  
**\$225 Per Person for registrations after September 14**  
**Online Registration closes on September 21**

(Administrators' Academy Credit Available)  
Register early as the seating space for the pre-conference workshops is limited. The registration fee includes administrators' academy credit fee, continental breakfast, working lunch and materials.

*(The pre-conference registration fee is not included in the IAASE Fall Conference registration fee.)*

#### **Early-Bird Fall Conference Fees for Registrations Received on or before September 14, 2017:**

**\$175** – FY2018 IAASE Members Only  
**\$275** – Non-Members  
**\$ 75** – FY2018 IAASE Student Members Enrolled Full Time in Special Education Administration (Documentation required)  
**\$ 75** – FY2018 IAASE Retired Members  
After September 14 the registration fee for each category increases \$100

#### **The registration deadline is September 21, 2017**

Remember to register early!! The registration fee includes official programmed events, continental breakfasts, luncheon on Thursday, social hour reception on Thursday evening, registration gift, and access to Guidebook, the 2017 Fall Conference App.

Dress for the IAASE Fall Conference is casual.

Membership enrollment and conference registration is available online. The online registration process will allow you to pay by credit card, check, or purchase order and you will receive an email confirmation! Simply visit [www.iaase.org](http://www.iaase.org) to access the online registration!

Please make the check payable to **IAASE** and mail to:

**IAASE FALL CONFERENCE**  
P. O. 1733  
Granite City, IL 62040  
Contact Person: Lydia Sipes (618) 512-1414  
Email: [lsipes@iaase.org](mailto:lsipes@iaase.org)  
Fax: (618) 931-0463

#### **Special Assistance:**

The Holiday Inn Select Hotel and Conference Center in Tinley Park is a fully accessible site. Please identify any special needs on your registration form or call (618) 622-8800.

#### **Conference Cancellation Policy:**

A \$25 cancellation fee will be retained by IAASE for conference cancellations by individuals which occur on or before September 21, 2017. No refunds will be given for cancellations that occur after September 21, 2017. Registrations received but not cancelled will still be subject to the conference fee.

#### **Administrators' Academy Credit, Administrators' Recertification Professional Development Activity Hours, and CPDU Credit for Teacher Certification:**

Administrators' Academy Credit is available for attendees at either of the two pre-conference workshops: "*Gathering Evidence During Observations and Conferencing Using the Danielson Model*" AA#1801 and "*Responding to Crisis: Attending to Mental Health and Wellness in Schools Today*," AA#1560 on Wednesday, Sept. 27, 2017. The pre-conference workshops and the IAASE 19th Annual Fall Conference could serve as possible professional development activities for the required hours for administrators' recertification.

Continuing Professional Development Units (CPDUs) for the teacher certification process will be available at the Fall Conference.

#### **Annual IAASE Membership:**

IAASE Membership Dues are renewable each July 1<sup>st</sup>. Paid membership prior to or in conjunction with the conference entitles registrants to take advantage of the reduced conference rates for IAASE members. The Membership application is available at [www.iaase.org](http://www.iaase.org).

\$130 Individual Membership  
\$130 Associate Membership  
\$130 Affiliate Membership  
\$ 10 Student Membership (*Documentation Required*)  
\$ 20 Retired Membership (*For clarification, the IAASE executive board has discussed that the intent of this category is for retired members who are no longer working in the field and who are personally paying their membership dues.*)

#### **For Conference Information Contact:**

Norma Gerrish  
Phone: (618) 622-8800  
Email: [ngerrish@iaase.org](mailto:ngerrish@iaase.org)

Dr. Kevin Rubenstein  
Phone: (847) 234-9400  
Email: [krubenstein@lb65.org](mailto:krubenstein@lb65.org)



Holiday Inn Select Hotel and Conference Center  
18451 Convention Center Drive – Tinley Park, IL 60477  
Phone: (708) 444-1100 Fax: (708) 444-1104

# Illinois Alliance of Administrators of Special Education 19<sup>th</sup> Annual Fall Conference

## Reaching Higher. Going Further.

September 27<sup>th</sup> – 29<sup>th</sup> (Wednesday, Thursday, and Friday)

Holiday Inn Select Hotel and Conference Center – 18451 Convention Center Drive – Tinley Park, IL

## AGENDA

### Wednesday - September 27, 2017

8:00 a.m. – 8:30 a.m.	<b>Pre-Conference Workshop Registration and Continental Breakfast</b>
8:30 a.m. – 3:30 p.m.	<b>Pre-Conference Workshop Presented by Dr. Tim Dohrer and Dr. Tom Golebiewski</b> <b>“RESPONDING TO CRISIS: ATTENDING TO MENTAL HEALTH AND WELLNESS IN SCHOOLS TODAY” AA#1560</b>
8:30 a.m. – 3:30 p.m.	<b>Pre-Conference Workshop Presented by Bruce Weldy</b> <b>“GATHERING EVIDENCE DURING OBSERVATIONS AND CONFERENCING USING THE DANIELSON MODEL” AA#1801</b>
10:00 a.m. – 2:30 p.m.	<b>IAASE Executive Board Meeting</b> – Holiday Inn Select Hotel and Conference Center All IAASE Members are Welcome
3:00 p.m. – 5:00 p.m.	<b>Conference Registration</b> (Lower Lobby)

### Thursday – September 28, 2017

7:30 a.m. – 8:30 a.m.	<b>Registration and Continental Breakfast</b>
8:00 a.m. – 5:00 p.m.	<b>Exhibit Area Open</b>
8:30 a.m. – 8:45 a.m. (Prompt Start)	<b>Welcome and Announcements – General Session</b> Dr. Lea Anne Frost, IAASE President
8:45 a.m. – 9:45 a.m.	<b>Keynote Address I – Dr. Adolph Brown– General Session</b>
9:45 a.m. – 10:00 a.m.	<b>Break</b>
10:00 a.m. – 11:00 a.m.	<b>Concurrent Sessions</b>
11:00 a.m. – 11:15 a.m.	<b>Break</b>
11:15 a.m. – 12:15 p.m.	<b>Concurrent Sessions</b>
12:15 p.m. – 1:15 p.m.	<b>Luncheon</b>
1:15 p.m. – 1:30 p.m.	<b>Break</b>
1:30 p.m. – 2:30 p.m.	<b>Concurrent Sessions</b>
2:30 p.m. – 3:15 p.m.	<b>Regional Meetings</b>
3:15 p.m. – 3:30 p.m.	<b>Coffee Break</b>
3:30 p.m. – 4:39 p.m.	<b>Concurrent Sessions</b>
4:30 p.m. -5:00 p.m.	<b>Committee Meeting/Visit Vendors</b>
5:00 p.m. – 6:30 p.m.	<b>“Social Hour”</b>

### Friday – September 29, 2017

7:30 a.m. – 8:30 a.m.	<b>Registration and Continental Breakfast</b>
8:30 a.m. – 8:45 a.m. (Prompt Start)	<b>Welcome and Announcements</b> Dr. Kevin Rubenstein – IAASE President-Elect
8:45 a.m. – 9:00 a.m.	<b>William H. Ott Memorial Scholarship Presentation – General Session</b> Melissa Taylor, IAASE Past-President
9:00 a.m. -10:00 a.m.	<b>Keynote Address II – Mike Veny – General Session</b> <b>“TRANSFORMING STIGMA INTO STRENGTH”</b>
10:00 a.m. – 10:15 a.m.	<b>Coffee Break</b>
10:15 a.m. – 12:15 p.m.	<b>Attorney Panel – “A PANEL OF ATTORNEYS DISCUSSES CURRENT ISSUES IN SPECIAL EDUCATION LAW”</b> Facilitated by Bennett Rodick, the panel of attorneys will include Teri Engler, Darci Kriha, Micki Moran, Michelle Todd, and Brandon Wright
10:15 a.m. – 12:15 p.m.	<b>Breakout Session – “DRUM UP YOUR FEELINGS”</b> with Mike Veny

**The Illinois Alliance of Administrators of Special Education  
and  
The Illinois Special Education Leadership Academy  
in cooperation with the  
Illinois Association of School Administrators  
invite special education and regular education administrators  
to attend a pre-conference workshop...**

***“GATHERING EVIDENCE DURING  
OBSERVATIONS AND CONFERENCING  
USING THE DANIELSON MODEL  
Administrator Academy #1801***

**Presented by  
Bruce Weldy**

**WEDNESDAY, SEPTEMBER 27, 2017**

**Registration: 8:00 a.m. to 8:30 a.m. ♦ Workshop: 8:30 a.m. to 3:30 p.m.  
Holiday Inn Conference Center, 18501 South Harlem Avenue, Tinley Park, IL**

**\$125 per Person – Includes Administrators’ Academy Credit Fee,  
Continental Breakfast, Working Lunch, and Materials**

**(The pre-conference workshop fee is NOT included in the IAASE Fall Conference registration fee.)**

**Administrators’ Academy Credit and PD Credit  
are available for this workshop.**

**WORKSHOP DESCRIPTION:** This course will allow participants to learn effective skills and strategies for using Charlotte Danielson’s Frameworks in a summative setting in order to more effectively:

- Identify evidence at the component/element level during formal and informal observations
- Use evidence to effectively rate staff on the levels of performance for each domain
- Acquire strategies to support effective collaborative conferencing around formal and informal observations; and
- Learn techniques, strategies, and protocols to use when conferencing with staff about professional development. Course participants will apply these new skills and strategies to a case study of professional practice as it relates to their work in the teacher appraisal system.

**Register early as this workshop is limited to 50 participants.**

**The Illinois Alliance of Administrators of Special Education  
and  
The Illinois Special Education Leadership Academy  
in cooperation with the  
Illinois Principal Association  
invite special education and regular education administrators  
to attend a pre-conference workshop...**

***“RESPONDING TO CRISIS: ATTENDING TO  
MENTAL HEALTH AND WELLNESS IN  
SCHOOLS TODAY  
Administrator Academy #1560***

**Presented by  
Dr. Tim Dohrer and Dr. Tom Golebiewski**

**WEDNESDAY, SEPTEMBER 27, 2017**

**Registration: 8:00 a.m. to 8:30 a.m. ♦ Workshop: 8:30 a.m. to 3:30 p.m.  
Holiday Inn Conference Center, 18501 South Harlem Avenue, Tinley Park, IL**

**\$125 per Person – Includes Administrators’ Academy Credit Fee,  
Continental Breakfast, Working Lunch, and Materials**

**(The pre-conference workshop fee is NOT included in the IAASE Fall Conference registration fee.)**

**Administrators’ Academy Credit and PD Credit  
are available for this workshop.**

**WORKSHOP DESCRIPTION:** Every school needs a mental health action plan for students, staff, and parents. This workshop gives school leaders a framework and the knowledge to create a comprehensive plan and learn more about essential topics such as mental illness, depression, suicidal ideation, intervention and prevention strategies.

By understanding the characteristics of mental health and mental illness, participants will:

- Create a mental health action plan for their school.
- Gain a deeper understanding of mental health and mental illness, including stress, anxiety, depression, and self-harming behaviors.
- Understand a multi-tiered system of interventions for all students
- Create an action plan that will improve your school's mental health and sustain itself through a crisis

**Register early as this workshop is limited to 150 participants.**

# IAASE FALL CONFERENCE TOPICS AND PRESENTERS

- ✓ **Guiding IEP Teams with Placement Decisions (LEGAL)**  
By Cynthia M. Baasten and Dawn M. Hinkle
- ✓ **Innovation in Co-Teaching, An Innovative, Engaging PLT Approach (INNOVATIVE PRACTICES)**  
By Alina Morelli Baima, Bennett Lobo, Anthony Solmo, and Jacob Hughes
- ✓ **The Pyramid Model (EARLY CHILDHOOD)**  
By Sheila Bauer
- ✓ **Co-Teaching: Practical Tips and Suggestions for School Administrators (INNOVATIVE PRACTICES)**  
By Dr. Greg Conderman, Dr. Laura Hedin, and Dr. Lisa Liberty
- ✓ **Preschool Educational Environments Data Dive: Accuracy and Utilization (EARLY CHILDHOOD)**  
By Kristy Doan and Ann Kremer
- ✓ **Student Data Privacy Issues in Special Education (LEGAL)**  
By Teri E. Engler
- ✓ **Recognizing and Responding to Trauma in the Classroom (MENTAL HEALTH)**  
By Jacqueline Garlock
- ✓ **The Illinois Blueprint for Special Education Programs and Service Analysis (INNOVATIVE PRACTICES)**  
By Dr. Judith Hackett, Scott Hogan, Ginger Payne, Dr. Tim Thomas, and Dr. Andrew Wise
- ✓ **Auditing Your Current Co-Teaching Procedures (ADMINISTRATION)**  
By Lisa M. Harrod and Erin Ruff
- ✓ **Evaluating Special Education Personnel (LEADERSHIP)**  
By Candice Hartranft, Cindy D'Ambrosio, and Sheila Arad
- ✓ **Reducing Suspensions and Expulsions of Students with Disabilities: Linking Law, Research, and Practice (BEHAVIOR MANAGEMENT)**  
By Miranda Johnson, Dr. Pamela Fenning, and Margie Wakelin
- ✓ **Special Education Goes to the Supreme Court (LEGAL)**  
By Stephanie E. Jones and Kaitlin Atlas
- ✓ **Cultural Responsiveness in Data-Based Individualization and Literacy Assessment for English Learners (ELL)**  
By Sara Jozwik and Yojanna Cuenca-Carlino
- ✓ **Transition Planning – A Legal Review and Practical Guidance (LEGAL)**  
By Mary Kay Klimesh and Kevin Fritz
- ✓ **Choose Your Own Adventure: Options and Avenues When Parents File for Due Process (LEGAL/DUE PROCESS)**  
By Laura Knittle and Dr. Melinda McGuffin
- ✓ **Special Education Director Boot Camp (LEGAL)**  
By Darcy L. Kriha
- ✓ **Innovative Practices Mini-Grant Reports (INNOVATIVE PRACTICES)**  
By Innovative Practices Mini-Grant Recipients
- ✓ **Depression and Suicide Awareness in Your School: Meeting Mandates and Encouraging a Culture of Good Mental Health (CURRICULUM)**  
By Peggy G. Kubert
- ✓ **Every Teacher a Leader: Enhancing Special Education Leadership (LEADERSHIP)**  
By Skip Kumm, Dr. Marie Tejero Hughes, Dr. Daniel Maggin, and Michael Scaletta
- ✓ **Supporting Transgender Youth in School (INNOVATIVE PRACTICES)**  
By Jennifer Leininger
- ✓ **Watch Your Students Become Leaders – Become a Unified School! (LEADERSHIP)**  
By Jennifer Marcello and Chrystyna Sroka
- ✓ **Section 504/ADA (LEGAL)**  
By Mallory Milluzzi and Kathleen Terese
- ✓ **Illinois Employment First (TRANSITION)**  
By Tania Morawiec and Lore Baker
- ✓ **Essential Elements Aligned Assessment and Instruction for Students with Complex Disabilities (CURRICULUM)**  
By Dr. Jennifer Naddeo, Apryl Levy, and Michelle Rhodes
- ✓ **Managing the Next Generation of Autism (AUTISM)**  
By Jessica T. Nguyen and Michelle A. Todd
- ✓ **Building Empathy: Understanding Complex Trauma Exposed Children (MENTAL HEALTH)**  
By Dr. Samantha Orbach
- ✓ **Intervention Strategies to Engage Students and Parents Struggling with School Anxiety and School Refusal (MENTAL HEALTH)**  
By Jacqueline A. Rhew, CADC
- ✓ **Reconceptualizing ADHD in the Schools: A Brain-Based Approach to Assessment and Intervention (MENTAL HEALTH)**  
By Dr. Amanda Skierkiewicz, Dr. Maureen Leece, and Jessica Cruz
- ✓ **Writing Legally Defensible IEP Goals in the Wake of Endrew F. (LEGAL)**  
By Courtney N. Stillman
- ✓ **Return to the Scene of the Crime: How Poor Behavior Management Robs Student Engagement (BEHAVIOR MANAGEMENT)**  
By Dr. Jason D. Streeter
- ✓ **Life Care Plan (TRANSITION)**  
By James S. Thompson
- ✓ **Replacing Problem Behavior: The Importance of Assessing Functions (BEHAVIOR MANAGEMENT)**  
By Dr. Marrea Winnega, BCBA, and Johnna Soer, BCBA
- ✓ **Prescription for Success: Handling Medical Issues in Special Education (LEGAL)**  
By Brandon K. Wright
- ✓ **DLM: Updates and Embedded Instructional Supports (ASSESSMENT)**  
By ISBE staff
- ✓ **Selecting and Requesting Accommodations for SAT (ASSESSMENT)**  
By ISBE staff



## Step-by-Step Directions for Online Membership Registration

**Membership enrollment and conference registration is available online. The online registration process will allow you to pay by credit card, check, or purchase order and you will receive an email confirmation!**

1. To begin the online registration process, go to [www.iaase.org](http://www.iaase.org)
2. Click on the words "Online Membership and Conference Registration" This link is located along the upper left margin.  
*(Note: do not click on the blue tab that says "Member Portal" This is the member benefit link you will use to access information that is only available to 2017-20187 paid members. Once you have completed your FY18 membership application you will receive an email with the username and password to access information on this link)*
3. You will see an informational paragraph about online registration. Once you have read it, click on the words "[click here](#)"
4. You will be taken to a page that has multiple registration links. **Remember, by paying your IAASE membership first, you become eligible for the discounted conference registration fees!**
5. You will then be connected to a page that describes the option you have chosen to register for. If this is correct, click on the words near the bottom of the message that says "**Register Now...**"
6. ARE YOU NEW TO IAASE? If you were not an IAASE member after the 2011-2012 year and did not attend a conference or workshop you will need to create a new account. Click on the red words "**Click Here to Create a New Account.**" You will then be taken to a blank information form that you will need to complete and submit. If you are creating a new password it must be 8 characters long and contain at least one numeral.
7. RETURNING IAASE MEMBERS: If you were an IAASE member or attended any of the conferences since the fall of 2011 you already have an account with your own specific username and password. Your username will always be your email address. If you do not remember what your registration password for has been you can click on the words: "**Click Here for Lost Password**" and your password will be emailed to you. If you remember your password you can fill in the blanks and click to login. This will take you to a page that tells you if you are eligible to renew your membership or if it has already been renewed. If eligible, click on the words "Click to Register." **IMPORTANT: This is where you have the opportunity to revise any information that may have changed. Please check it carefully and make any appropriate revisions.**
8. If you are not certain about which region you work in, click on the words {View Details} where you will see the counties that are included in each of the separate regions.
9. Once you have completed the form and made any appropriate revisions click "**Submit Membership**" at the bottom of the page
10. You will be given the option at this point to register another individual for the same event, see a list of events to register for another event, or click to complete the registration and proceed to the checkout.
11. When you decide to checkout you will be given several payment options. You can enter your credit card information or select the option to pay by check or purchase order.
12. Once you complete the checkout you will receive a confirmation message that your membership application has been processed. This message will also include the IAASE member username and password to access the members' portion of the website.
13. If you have selected the option to pay by check please print your confirmation message and submit it, along with your payment to: IAASE, P.O. Box 1733, Granite City, IL 62040. If you are paying by purchase order please email a copy of the PO to [lsipes@iaase.org](mailto:lsipes@iaase.org) or fax a copy to 618-931-0463.

**Please contact Lydia Sipes [lsipes@iaase.org](mailto:lsipes@iaase.org) Phone: 618-512-1414 or Norma Gerrish [ngerrish@iaase.org](mailto:ngerrish@iaase.org) Phone: 618-622-8800 if you have any questions or problems.**

## Step-by-Step Directions for Online Conference and Workshop Registrations

**IMPORTANT: Remember, by paying your IAASE membership first, (see above) you become eligible for the discounted conference registration fees!**

**If you are registering your membership and registering for an event at the same time you can continue from step #10 above.**

**If you are not registering your membership, and have not been an IAASE member, you will need to begin with step #1 above and proceed to step 6 (NOTE: There are no membership discounts for pre-conference workshop registrations and you do not need to be a member to attend a pre-conference workshop.) Complete the form and submit. This will take you to step 10 above**

- You will be given the option at this point to register another individual for the same event, see a list of events to register for another event, or click to complete the registration and proceed to the checkout.
- When you decide to checkout you will be given several payment options. You can enter your credit card information or select the option to pay by check or purchase order.
- Once you complete the checkout you will receive a confirmation message that your registration has been processed.

**Please contact Lydia Sipes [lsipes@iaase.org](mailto:lsipes@iaase.org) Phone: 618-512-1414 or Norma Gerrish [ngerrish@iaase.org](mailto:ngerrish@iaase.org) Phone: 618-622-8800 if you have any questions or problems.**

**If you are already a member for FY18, if you attended an IAASE pre-conference workshop, or conference since the fall of 2011 your information will automatically appear once you have entered your email address and password. Please check the information for accuracy and make any appropriate revisions. Once you are certain the information is correct click on submit registration at the bottom of the page. This will take you to step 10 above.**

- You will be given the option at this point to register another individual for the same event, see a list of events to register for another event, or click to complete the registration and proceed to the checkout.
- When you decide to checkout you will be given several payment options. You can enter your credit card information or select the option to pay by check or purchase order.
- Once you complete the checkout you will receive a confirmation message that your registration has been processed.

**Please contact Lydia Sipes [lsipes@iaase.org](mailto:lsipes@iaase.org) Phone: 618-512-1414 or Norma Gerrish [ngerrish@iaase.org](mailto:ngerrish@iaase.org) Phone: 618-622-8800 if you have any questions or problems.**