



PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Catherine Truitt, *Superintendent of Public Instruction*

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January 18, 2023

MEMORANDUM

TO Directors, Exceptional Children Programs
Exceptional Children Coordinators, Charter Schools
Directors, State Operated Programs

FROM Sherry H. Thomas, Senior Director
Exceptional Children Division

MARCH INSTITUTE FEBRUARY 27 - MARCH 2, 2023

The March Institute will begin on Monday, February 27, 2023, with three days of institute sessions at the Koury Convention Center located at 3121 Gate City Blvd, Greensboro, NC 27407. The Recruitment and Retention Summit and post institutes will occur on Thursday, March 2, 2023.

PSUs are strongly encouraged to bring designated equity officers/staff appointees to the Monday, February 27 morning session (9a-12p). Similarly, PSU curriculum and instruction leads for general education elementary English Language Arts are strongly encouraged to attend the full day with EC staff on Tuesday, March 2, 2023. PSUs may register up to three individuals for the institute. Equity officers will receive a separate registration directly and will not count towards the Public School Unit's three registrants.

Registration numbers are being monitored and spots will be opened to large Public School Units as available.

Registration for the March Institute can be completed at [this link](#). Registration fee for March Institute is **\$120.00**. Registration packets will be available for pick up on Sunday evening from 4:30-5:30 pm and Monday morning from 7:30-9:00 am, at Registration Desk 1. All general sessions will conclude by 4:00 pm on Wednesday, March 1st. A draft agenda will be placed on the EC Division website by January 20, 2023. Registration deadline is COB on **February 17, 2023**. **There will be NO ONSITE registration; You MUST pre-register to attend any part of the Institute.**

The link to register for your hotel is here: [Hotel Registration Link](#)

The cut-off for the hotel block is **January 27, 2023**. The room rate is \$153.00 (plus 12.75% hotel tax). Please reserve your hotel room as soon as possible.

If payment is made by credit card, the payment link will be emailed to you once registration is complete.

If payment is to be made by check, you must print and mail your completed registration(s) along with the registration fee per participant to the NC Department of Public Instruction, Exceptional Children, 6356 Mail Service Center, Raleigh, NC 27699-6331.

Registration questions should be directed to Nina Adams, nina.adams@dpi.nc.gov. If you have March Institute questions, you may contact Matt Hoskins at matt.hoskins@dpi.nc.gov.

SHT/MH/na

EXCEPTIONAL CHILDREN DIVISION

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