

## Memo from the End of the Year Training Committee- Update

As you are aware the End of the Year Training and Celebration activities are upon us. This year's event will be held on **Friday, December 13, 2019**, at the **Landmark Resort**, located at **1501 South Ocean Boulevard, Myrtle Beach, South Carolina 29577** beginning at **4:00 pm**.

**Guest:** All employees are required to attend the training; attendance will be recorded. Staff may invite their spouses and/or guest at **an additional cost of \$29.95**. However, you will need to RSVP and submit payment for your guest by **November 14, 2019**.

**Theme/Attire:** This year's theme is "A Groovy End of the Year Celebration (Throwback)" come dressed in the *year you were born*. Don't like the year you were born.... No Problem! Choose another year and put on your BOOGIE SHOES and HUSTLE on over for a grooving good time.

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### Hotel Arrangements:

For your comfort and convenience, we have made the following hotel arrangements at The Landmark Resort. A limited number of rooms have been blocked at a special rate for this occasion. You can reserve rooms for one night or the entire weekend. To ensure that you get the room type and rate, please make your plans as early as possible. The rates are listed below:

#### Nightly rate:

Interior	Rate: \$42.00+ Tax + Fees = <b>\$61.02 Per Night</b>
Ocean View Room	Rate: \$49.00++ Tax + Fees = <b>\$68.93 Per Night</b>
Oceanfront Exec Suite	Rate: \$59.00 + Tax + Fees = <b>\$80.23 Per Night</b>
Angle Executive Suite	Rate: \$57.00+Tax + Fees = <b>\$77.97 Per Night</b>
Angle Executive King Suite	Rate: \$57.00+Tax + Fees = <b>\$87.01 Per Night</b>
Oceanfront Room	Rate: \$52.00 + Tax + Fees = <b>\$72.32 Per Night</b>
Oceanfront King Room	Rate: \$58.00+ Tax + Fees = <b>\$79.10 Per Night</b>
Ocean Front Executive King Suite	Rate: \$69.00 + Tax + Fees = <b>\$91.53 Per Night</b>

This block will be held until **November 14, 2019**, or until all rooms blocked have been reserved, whichever date comes first. At that date, the unused portion of the room block will be released, and reservations will base upon availability. If we need more room availability beyond the block, the Landmark resort hotel will assist in reserving overflow accommodations at other conveniently located hotels. *However, you will need to contact me at (843)234-4100 Ext. 228 or by email at [Crystalyn.foster@weoc.org](mailto:Crystalyn.foster@weoc.org).*

**How To Make Reservations:** To take advantage of the discounted group hotel rates, please call Guest Accommodations at **(843)448-9441**. When calling to reserve your room, mention that you are attending the **WACCAMAW EOC** training. The **Group Reference Number is: 3569981**.

Additionally, below is a list of commonly asked questions the committee and I have received over the last couple of weeks with regards to the “End of the Year Training Celebration.”

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**Questions and Answers:**

- 1. Is the “End of The Year Training Celebration” Mandatory? Yes, In-service Training (End of The Year Training Celebration) is a Mandatory Agency-Wide Training. Therefore, ALL staff is required to attend and attendance will be recorded.**
- 2. What time will staff be allowed to leave work on December 13, 2019? Staff will be allowed to leave work once they have completed ½ day on that Friday (December 13th).**
- 3. Will Head Start/Early Head Start be required to make-up any days? Due to the change in date, Head Start/ Early Head Start, staff will be required to report to work on that following Monday, December 16, 2019.**

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The committee and I are working diligently to make sure that this year’s End of the Year Training Celebration activities are a success and one for the record books. Hopefully, it will be a great experience for us all to share as a work family and reflect on what we've achieved throughout the year, for our dedication and hard work, in addition to celebrate everyone's successes as well as just kicking back and having a good time.

If you have any questions, please don’t hesitate to contact me or any members of the committee.

**Committee Members:**

Pernerva Thomas, **Committee Chairman** (Lane Head Start)  
Pricilla Bryson (Lane Head Start)  
Quntina Fulton (Chavis Head Start/Early Head Start)  
Sheila Dicks, **Committee Co-Chairman** (Chavis Head Start/Early Head Start)  
Kimberly Brown (Choppee Head Start)  
Shanae Walker-Reed (Choppee Head Start)  
Sheila Smith (Georgetown Head Start)  
Maggie Hennegan, (Conway CSBG)  
Janice Wideman, (IDC)  
Sharon Boyd, (IDC)  
Shannon Tyler, (IDC)  
Cindy Abernathy, (IDC)  
Crystalyn Foster, **Committee Secretary**, (IDC)

**\*\*\*\*\*It’s not too late!!!! If you would like to join the committee or have ideas, please reach out to one of the above committee members or me. \*\*\*\*\***

The committee and I are excited, and we look forward to seeing you there, “Groovin to The Beat,” and another successful End of the Year Training.

Sincerely,  
*Crystalyn Foster*  
Executive Assistant