

Dear Volunteer,

Thank you for your willingness to volunteer at the 2009 OCTM Regional Conference. The Conference will be held at The Duke Energy Center and Hyatt Regency in downtown Cincinnati. Your assistance is greatly needed and much appreciated. If it were not for people like you we would never be able to offer such a wonderful opportunity to Ohio and Northern Kentucky educators. We would greatly appreciate if you would return this form to me by October 1st. All volunteers should register for the OCTM conference. Should you have any questions please don't hesitate to contact me.

Sincerely,

Debora Kuchey, Ed.D.

Xavier University

Greater Cincinnati Council of Teachers of Mathematics

University Representative

OCTM 2009 Regional Conference

Student Volunteer Committee Chairperson

kuchey@xavier.edu; 513-745-3714 office; 513-703-1806 Cellular

Fax: 513 - 745 - 3410

NAME	
MAILING ADDRESS	
CITY, STATE, ZIP	
EMAIL ADDRESS	
PHONE NUMBER	
SCHOOL DISTRICT <i>if applicable</i>	
SCHOOL BUILDING <i>or University</i>	
CITY, STATE, ZIP	

Return by October 1st to:
Debora Kuchey
Xavier University
3800 Victory Parkway
Cincinnati, Ohio 45207-7321
Or FAX to 513-745-3714

NAME		EMAIL	
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Pre-Conference Volunteers Wednesday, November 11, 2009

Please place an X in all times and locations that you plan to volunteer. If at all possible we will honor your selected job, we will definitely honor your selected times.

Setup

4 pm – 6 pm	6 pm – 8 pm

Program Pick-Up for Pre-Registrants

Hyatt Regency

6 pm – 8 pm

Floaters

Hyatt Regency

6 pm – 8 pm

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NAME		EMAIL	
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Please place an X in all times and locations that you plan to volunteer. If at all possible we will honor your selected job, we will definitely honor your selected times.

Date: Thursday, November 12, 2009

Program Pick-Up for Pre-Registrants

7:30 am – 10:00 am	9:45 am – 12:15pm	12:00 pm - 2:30 pm	2:15 pm – 4:45 pm

On-Site Registration

7:30 am – 10:00 am	9:45 am – 12:15pm	12:00 pm - 2:30 pm	2:15 pm – 4:45 pm

Floater

7:30 am – 10:00 am	9:45 am – 12:15pm	12:00 pm - 2:30 pm	2:30 pm – 5 pm

Presenters Check in Area/Station

7:30 am – 10:00 am	9:45 am – 12:15pm	12:00 pm - 2:30 pm	2:30 pm – 5 pm

Presenter's Assistant

8:45 am 10:30 am	9:15 am 11 am	9:45 am 11 am	10:15 am 12 pm	10:45 am 12:30 pm	11:15 am 1 pm	11:45 am 1 pm	12:45 pm 1:50 pm	1:15 pm 3 pm	1:45 pm 3:30 pm	2:15 pm 4 pm	2:45 pm 4 pm	3:15 pm 4:30 pm

Evening Events

3:45 – 6:00 Games Extravaganza	6:15 OMELC Meeting

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NAME		EMAIL	
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Please place an X in all times and locations that you plan to volunteer. If at all possible we will honor your selected job, we will definitely honor your selected times.

Date: Friday, November 13, 2009

Program Pick-Up for Pre-Registrants

7:30 am – 10:00 am	9:45 am – 12:15pm	12:00 pm - 2:30 pm	2:15 pm – 4:45 pm

On-Site Registration

7:30 am – 10:00 am	9:45 am – 12:15pm	12:00 pm - 2:30 pm	2:15 pm – 4:45 pm

Floater

7:30 am – 10:00 am	9:45 am – 12:15pm	12:00 pm - 2:30 pm	2:30 pm – 5 pm

Presenters Check In Area/Station

7:30 am – 10:00 am	9:45 am – 12:15pm	12:00 pm - 2:30 pm	2:30 pm – 5 pm

Presenter's Assistant

7:45 am 9:30 am	8:15 am 10 am	8:45 am 10:30 am	9:15 am 10:30 am	9:45 am 11:30 am	10:15 am 12 pm	10:45 am 12:30 pm	11:15 am 12:30 pm	11:45 am 1:30 pm	12:15 pm 2 pm	12:45 pm 2:30 pm	1:15 pm 3 pm	1:45 pm 3:20 pm	2:15 pm 4 pm	2:45 pm 4:30 pm

Evening Events

4-5 OCTM Annual Meeting	4:15 – 6:30 Pre-service and New Teacher Reception	5:45 Awards Reception

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NAME		EMAIL	
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Please place an X in all times and locations that you plan to volunteer. If at all possible we will honor your selected job, we will definitely honor your selected times.

Date: Saturday, Dec. 6

Program Pick-Up for Pre-Registrants

7:30 am – 8 am	8 am – 9 am	9 am – 10 am	10 am – 11 am	11 am – noon

On-Site Registration

7 am – 8 am	8 am – 9 am	9 am – 10 am	10 am – 11 am	11 am – noon

Floater

7 am – 8 am	8 am – 9 am	9 am – 10 am	10 am – 11 am	11 am – noon

Presenter's Check In Area/ Station

7 am – 8 am	8 am – 9 am	9 am – 10 am	10 am – 11 am	11 am – noon

Presenter's Assistant

7:45 am 9 am	8:15 am 10 am	8:45 am 10 am	9:15 am 11 am	9:45 am 11 am	10:15 am 12 pm	10:45 am 12 pm

Afternoon Event

Door Prizes and Calculus the Musical 12:00 – 2:00

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