

MPY CONFERENCE POLICY

Middlesex Partnerships for Youth (MPY) is committed to providing high quality, low cost professional development to eligible certified and licensed professionals in the field of education, mental health and public safety. Professional Development Points (PDPs) and Continuing Educational Units (CEUs) are frequently given at MPY conferences. This policy was created to assure that MPY would continue to support member districts by providing high-quality professional development. As MPY continues to expand membership, it is important to both clarify the intended audiences for our conferences and the limitations on registration so that we can ensure adequate space availability for member district personnel. This policy is meant to provide clear guidelines on registration, accessibility, and expectations for conduct and confidentiality so that our conferences will continue to be highly productive, secure, and valued opportunities for professional growth.

Conference Registration Eligibility

Registration is required for all conferences. Unless specified otherwise on the event or program brochure, registration for MPY events and conferences are only open to:

- Education Professionals licensed by the Massachusetts Department of Elementary & Secondary Education
- Sworn and/or Certified Public Safety Personnel
- Local Government Professionals, defined as employees of a governmental department or agency
- Licensed Mental Health Professionals
- Licensed Medical Professionals
- Licensed Allied Health Professionals
- Invited Guests

Upon request, credentials must be provided to ensure that an attendee meets the registration requirements.

Event Registration Cancellation

While MPY is sympathetic to the inevitability of changing circumstances, each cancelled registration incurs a cost. It is for this reason that the following section of our cancellation policy applies to all events.

If a person is registered and must cancel, 72 hours notification must be given to MPY by email. Unless a cancellation 72 hours in advance of the conference is received, a cancellation fee will be charged.

Accessibility and Accommodations

All MPY conferences are handicapped accessible. MPY will work to make reasonable accommodations as requested by individuals with disabilities. Request must be made at least 3 weeks prior to the event.

Changes to Event/Program Disclaimer

MPY reserves the right to change a speaker and/or agenda details at any time throughout the marketing lifecycle of an event or program. We will do everything within our control to minimize the risks of changes to any event or program and will always endeavor to deliver the content that is advertised. In the case of a change occurring in the lead up to an event, where time permits, we will notify all registrants within a timely manner.

Confidentiality

Due the nature of MPY conferences and events, which often focus on safety and/or mental health, participants or speakers may share somewhat sensitive or confidential information about schools, districts, or students as part of a question/answer segment or discussion. Attendees are expected to maintain confidentiality when sharing this information outside of the conference.

Code of Conduct

By registering and subsequently attending an MPY Conference, attendees are required:

- To observe any rules and regulations as may be deemed appropriate to MPY and the hosting venue
- Not to enter false or misleading information in registration for MPY conferences
- To meet the requirements for conference registration
- To ensure immediate payment of any event fees by the payment methods offered during the conference registration
- The terms of this code of conduct are subject to change by MPY at any time.

Policy on Hostile Conduct/Harassment at Conferences

To ensure that everyone attending MPY conferences may participate in them fully, MPY staff are committed to providing a safe and hospitable environment at our conferences. Accordingly, MPY inhibits intimidating, threatening, or harassing conduct by attendees during our conferences. Prohibited conduct includes any abusive conduct that has the purpose or effect of unreasonably interfering with another person's ability to enjoy and participate in the conference. Prohibited conduct includes, but is not limited to, yelling or threatening speakers or attendees, or any significantly disruptive conduct. Critical examination of beliefs does not, by itself, constitute hostile conduct or harassment. MPY endeavors to promote the free exchange of ideas, not to inhibit it.

Disclaimer

MPY, their employees and/or agent, reserves the right, at their sole discretion to remove or cause to be removed at any time during a conference any individual who they believe are causing and participating in behavior which said MPY, their employees and/or agent determines to compromise the integrity of the conference. MPY staff will use their own discretion in notifying appropriate law enforcement authorities.

Approved by the MPY Board of Directors on October 29, 2018.

