The background is a vibrant blue gradient representing an underwater scene. It features stylized coral reefs in shades of orange, red, and purple at the bottom. Numerous light blue and white bubbles of various sizes are scattered throughout the scene, some appearing to rise from the bottom. A light blue rectangular box with rounded corners is centered in the upper half of the image, containing the title text.

the
DCON 2023
guide book

what is dcon?

District Convention (DCON) is an annual event held to **celebrate** the achievements of the term, **elect** the new District Executive Board, **attend** educational workshops, **meet** new Key Clubbers across California, Nevada, and Hawaii, and welcome the new term!

when & where is dcon?

Date: April 21-23, 2023

Location: Ontario Convention Center (2000 E Convention Center Way, Ontario, CA 91764)

why should i attend dcon?

DCON is a weekend packed full of unforgettable experiences, including:

- Learn more about Key Club through educational workshops hosted by fellow members
- Recognize and celebrate the hard work and dedication of members, clubs, officers, and advisors
- Watch the CNH talent show and listen to a special keynote speaker
- Dance the night away at Governor's Ball
- Spend time with new friends that you make at DCON
- Experience the bittersweet ending of the term by saying goodbye to the 2022-2023 District Board and welcoming the 2023-2024 District Board
- If chosen as a delegate, vote for the 2023-2024 District Executive Board

registration

What should I complete during registration?

In addition to completing the registration for your club's attendees, you should complete SAA Registration (2 per club), Delegate Registration (2 per club), and Advisors should book hotels for themselves and their Key Club members.

What does the registration fee cover?

DCON registration will cover your Saturday breakfast, lunch, and dinner, Sunday breakfast, DCON souvenirs, and all Convention activities. Be sure to bring extra money for Friday night's dinner, meals during traveling, and other snacks you want to purchase during DCON 2023!

How much is on-time registration and when is it due?

On-time registration is \$215. It is due by March 3rd, 2023

How much is Late Registration and when is it due?

Late Registration is \$255. It is due by March 17th, 2023.

Who must pay the registration fee?

All attendees (i.e. members and chaperones) must pay the registration fee.

registration
COST BREAKDOWN

On Time Registration: \$215

Deadline: March 3rd, 2023

Late Registration: \$255

Deadline: March 17th, 2023

All attendees (members and chaperones) must pay the registration fee

Registration does not include the cost of the hotel

Hotel

The estimated hotel cost will be \$210 per night, and everyone will be staying for two nights. As 4 people will be staying per room, this comes to a cost of around **\$105 total per person**

transportation & hotels

How will transportation work?

Transportation costs will vary based on the mode of transportation and your distance from the Ontario Convention Center. Examples include: **cars, trains, airplanes, and division-wide buses.**

What hotels can we stay at?

All attendees are required to stay at the hotels booked through registration.

safety measures

What is the Code of Conduct?

The Code of Conduct:

- Can be found on the CyberKey
- Must be filled out by every attendee to show that they agree with all of the District's policies
- Must be followed by all attendees

Are chaperones required to be background checked?

All chaperones **MUST** complete a background check prior to DCON

- More information on the CyberKey

GET INVOLVED

sergeant-at-arms

What is an SAA Captain?

GENERAL

- SAA stands for Sergeant-At-Arms and they are responsible for **enforcing the Code of Conduct**
- **SAA Captains** are a group of appointed volunteers who lead the enforcement of the Code of Conduct and ensure that DCON runs smoothly.

SAA CAPTAIN DUTIES

- Overlook SAA volunteers and helping the SAA Coordinator with any tasks prior to DCON.
- Monitor all members' behavior and enforce DCON rules.

How do I become an SAA Captain?

- Information about SAA Captain applications will be released before DCON.
- After the application process, SAA Captain Candidates will be interview by SAA Coordinator, Caleb Kim.

delegate

What is a delegate?

Delegates vote for the 2023-2024 District Executive board
Each club in attendance at DCON **MUST** have **TWO** registered delegates.

delegate (cont.)

How do I become a delegate?

If interested, speak with your club officer board about becoming a delegate for your club. Your club will then register you as a delegate once agreed upon.

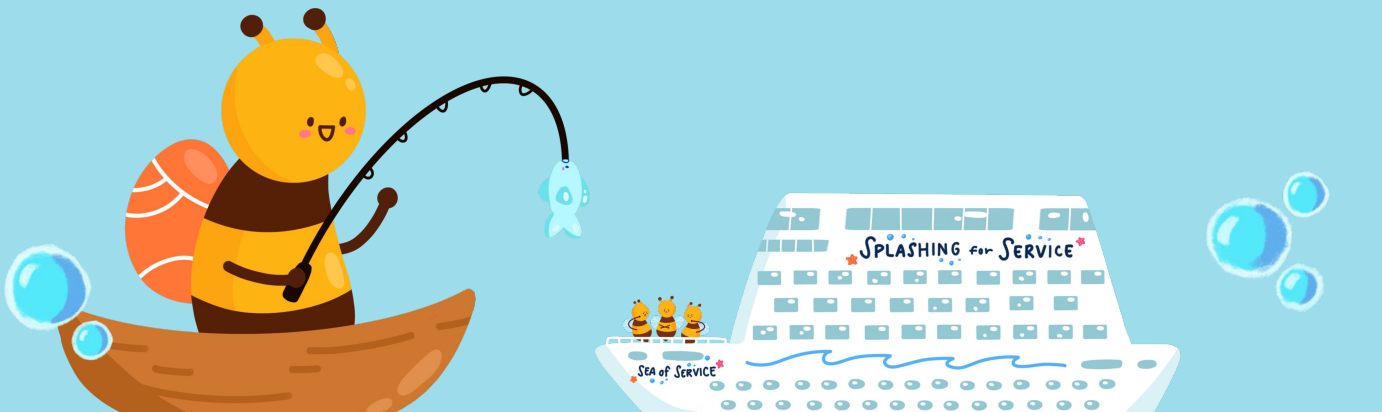
presenters

Who presents workshops at DCON?

YOU! District Board members, guest speakers, and members like you can present workshops at DCON to better educate the District.

How do I become a presenter?

Information about presenter applications will be released before DCON. After the application process, presenter candidates will be interviewed by the Membership Development & Education Committee.



REMINDERS

before you go

- Double check that your chaperone has **booked hotels** and **secured transportation**
- Make sure that you're properly registered, including **each club having two SAAs and two delegates**
- Work out **chaperone arrangements** so that you match the 10:1 student-to-chaperone same gender ratio per club/division
- Use the **DCON packing list** to ensure you've packed everything you'll need for DCON
 - Found on the **CNH CyberKey**

contacts

If you have any questions, comments, or concerns, contact your respective **LTG** or **DCON Chair Anh Nguyen!**

@cnh_keyclub
@cnh_dcon
cnhkeyclub.org
dcon.chair@cnhkeyclub.org

CNH INSTAGRAM
DCON INSTAGRAM
CYBERKEY
DCON CHAIR ANH NGUYEN