

Proposal to Present Form

Deadline: March 31, 2017

This form is for the 31st Annual High Schools That Work Staff Development Conference. Receipt of your proposal to present will be confirmed via email. If your proposal is approved, you will be notified by May 15, 2017. Accepted presenters must register and pay the full registration fee. This form cannot be used to register for the conference. If you have questions, call (404) 962-9629 or email summerstaffdev@sreb.org.

There three ways to submit:

- Email summerstaffdev@sreb.org
- By fax: (404) 872-1477
- By mail: Southern Regional Education Board
Attn: HSTW Staff Development Conference
592 10th St. N.W.
Atlanta, GA 30318-5776

Conference Sub-Objective: _____. You may choose only one sub-objective per session.

Are you willing to repeat this session?

Yes No

Session Length

- 60 minutes
- 120 minutes
- Mini-sharing (two 25-minutes)

Session Layout**

- Theater Classroom
- Roundtable Seating

Audiovisual Requirements*

- Microphone
- Flip chart and markers
- None needed

*Items must be requested at least 60 days prior to the conference. **If you plan to show a presentation, you will need to bring your own projector and laptop.** In the event you are unable to provide your own and need AV equipment on-site, you may obtain it at your own expense through On Stage — (800) 967-2419.

**We will do our best to accommodate session layout preferences, however logistics may require us to organize the room according to the needs of attendees.

Proposal to Present Form

Proposal Information:

The session title and abstract may be edited before it is printed in the conference program. Please write concisely and proofread thoroughly before submitting.

Session Title (up to 10 words):

Session Abstract (up to 50 words):

Proposal to Present Form (continued)

Further Description — Please provide any additional information that will help us understand your session. Include any data you've used to identify problems and solutions, changes made, and how they affected student achievement.

Evidence — Please show evidence that what you have done has produced positive results.

1. Presenter's Name _____
School or Organization _____
HSTW/MMGW/TCTW Site? (Check one) Yes No If yes, how long? _____
Mailing Address _____
City, State, Zip _____

School Location

Rural Suburban Urban Other

School Size (per grade level)

Small (fewer than 100) Medium (100 - 250) Large (more than 250) Not Applicable

Job Title _____ Content Area (if applicable) _____

Email _____ Daytime Phone Number (_____) _____ - _____

Have you presented before? (Check one) Yes No Exhibitor? (Check one) Yes No

2. Presenter's Name _____
School or Organization _____
HSTW/MMGW/TCTW Site? (Check one) Yes No If yes, how long? _____
Mailing Address _____
City, State, Zip _____

School Location

Rural Suburban Urban Other

School Size (per grade level)

Small (fewer than 100) Medium (100 - 250) Large (more than 250) Not Applicable

Job Title _____ Content Area (if applicable) _____

Email _____ Daytime Phone Number (_____) _____ - _____

Have you presented before? (Check one) Yes No Exhibitor? (Check one) Yes No

3. Presenter's Name _____
School or Organization _____
HSTW/MMGW/TCTW Site? (Check one) Yes No If yes, how long? _____
Mailing Address _____
City, State, Zip _____

School Location

Rural Suburban Urban Other

School Size (per grade level)

Small (fewer than 100) Medium (100 - 250) Large (more than 250) Not Applicable

Job Title _____ Content Area (if applicable) _____

Email _____ Daytime Phone Number (_____) _____ - _____

Have you presented before? (Check one) Yes No Exhibitor? (Check one) Yes No