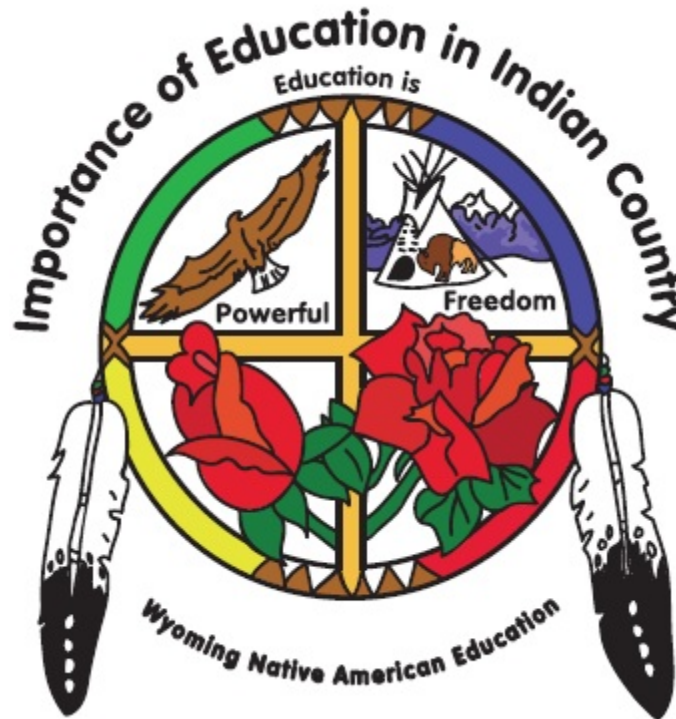


2015 Wyoming Native American Education Conference

August 11-12, 2015



2015 Presentation Proposal Form

Step 1 – Terms & Conditions

Please review and agree to the terms and conditions of submission as outlined below.

Submission & Selection Information

The goal of breakout sessions is to meet the educational needs of all attendees especially teachers and parents. The event draws approximately 350 attendees excluding presenters, the majority of whom are school district staff (68%), program coordinators (5%), parents (5%), government employees (5%), and other community stakeholders in and out of the local area (17%). Attendee experience ranges from new teachers to senior education professionals.

We are looking for content and cultural leaders who can provide timely, meaningful, and thought-provoking content to engage attendees in critical thinking and discussion.

The overall goal for NAEC 2015 is to bring together educators, parents and community stakeholders to share in a unified vision of education for Native American students. The specific tracks/goals of the conference are listed

2015 Wyoming Native American Education Conference

below. Our evaluation feedback from 2014 noted that our attendees want more discussion-based sessions and sessions that provide a greater wealth of in-depth information and practical takeaways.

Those interested in presenting a breakout session must complete and **return this form no later than February 13, 2015**. The planning committee and WDE staff will review abstract submissions beginning in February 2015, and announce selections via e-mail or before March 20, 2015. Our timeline reflects the need to have our legislative budget process completed before finalizing speakers.

Selections will be made based on (1) relevance and importance of the topic, (2) past performance of the speaker and/or presentation benefits and style, and (3) session's alignment to the conference goals and cultural competencies as outlined in this proposal request.

2015 Tracks Include:

1. **BUILDING AN ENGAGED COMMUNITY THROUGH UNDERSTANDING** Goal 1- Acquire information related to Native American families and community to promote understanding, build relationships and generate ideas on actively engaging them in education.
2. **EFFECTIVE INSTRUCTIONAL PRACTICES FOR NATIVE AMERICAN YOUTH** Goal 2- Learn strategies on how best to meet the instructional and learning support needs of Wyoming Native American students, including but not limited to the Native American approach to mental, emotional, spiritual and physical health and wellness (includes nutrition).
3. **POWERFUL PARTNERSHIPS FOR EDUCATION** Goal 3- Increase awareness of the benefits of the partnerships between tribal and state governments, tribal communities, and schools and focus on educational issues.
4. **BUILDING SUCCESSFUL TRANSITIONS** Goal 4- Gain knowledge about and exposure to effective ways to help students, including students with disabilities, to be successful during the key times of educational transition from Pre-K to K, elementary to middle school, middle school to high school, and the transition to post-secondary education.

Presentation Information

Presentations: All presentations must be submitted by e-mail to Keja Whiteman (whiteman@wyoming.com) no later than February 13, 2015.

Handouts: All submitted PowerPoint presentations will be posted on the event website at least one week prior to the event. Registered attendees will then be able to access, download, and print these files at their discretion to bring to the event. Many of our attendees also use the presentations that have been uploaded to determine which sessions they should attend. *Therefore, it is essential that presenters prepare accordingly and submit files per the deadlines listed below.* Speakers may hand out documents at the event but breakout session attendance can fluctuate greatly—between 5 to 55 attendees per session. NAEC 2015 may provide copying services in advance for elders and local district staff presenters.

2015 Wyoming Native American Education Conference

Audiovisual Equipment: Each breakout room will be equipped with an LCD projector, laptop computer, projection screen, two tabletop microphones, a podium microphone, and one portable lavalier microphone. When you arrive to the room, your presentation will already be loaded and displayed on the screen. Internet access is provided by CWC in the breakout rooms. Please include all audio visual needs in your application.

Speaker Registration & Expenses: Presenters and co-presenters (up to three presenters per session maximum) are provided complimentary admission for the day of their presentation. It is important that you make us aware of any co-presenters prior to your arrival at the event site to ensure that they are included in event promotional materials and that we properly set up your room and all required A/V equipment to accommodate your presentation.

Should you choose to stay for the entire event, we are happy to offer a prorated speaker registration fee of \$50.00 for each additional day you attend and are not speaking. Please be mindful that registration does not include travel, lodging, personal expenses, or special events.

Session Length: Each *breakout* session will be 75 minutes long, including 60 minutes presentation and 15 minutes for a question-and-answer period.

General Speaker Expectations: Speakers are asked to stick to the timing as listed in the event agenda, to provide a quality session, and to be respectful of all participants and their views. NAEC forbids selling, promoting, or endorsing any products and/or services within your presentation. You may mention products or services, but further promotion is prohibited.

Deadline & Procedures

February 13 , 2015: All presentation proposals must be received online.

March 20, 2015: Notification of proposal selections by e-mail

March 31 , 2015: All vendor enrollment forms due.

June 15, 2015: Target Date-All agreements and contracts signed and in force.

June 30, 2015: Final PowerPoint presentations due by e-mail.

July 30, 2015: Deadline to submit registration and make hotel reservations.

Please indicate that you understand these terms.*

☐ I have read and agree to the information, deadlines, and procedures as outlined above.

2015 Wyoming Native American Education Conference

Step 2 - Presenter Information

Please provide the following information for the lead presenter.

Prefix:

First Name:*

Middle Initial:

Last Name:*

Professional Designations:

Organization:*

Job Title:*

Address:*

Phone Number:*

XXX-XXX-XXXX

E-mail Address:*

Biography Describing Expertise/Education/Qualifications (required to offer credits for attendees):*

Maximum of 300 characters allowed.

2015 Wyoming Native American Education Conference

Step 3 - Co-Presenter Information

Please provide the following information for session co-presenter(s). Leave blank if no co-presenter(s).

Full Name (Co-Presenter 1):

Example - Dr. John A. Doe, CPCM, Fellow

Organization (Co-Presenter 1):

Job Title (Co-Presenter 1):

Phone Number (Co-Presenter 1):

XXX-XXX-XXX

E-mail Address (Co-Presenter 1):

Full Name (Co-Presenter 2):

Example - Dr. John A. Doe, CPCM, Fellow

Job Title (Co-Presenter 2):

Organization (Co-Presenter 2):

Phone Number (Co-Presenter 2):

XXX-XXX-XXX

E-mail Address (Co-Presenter 2):

2015 Wyoming Native American Education Conference

Step 4 - Presentation Information

Please provide the following information for your proposed session.

Track Category:*

Please Choose One

- ☐ 1. **BUILDING AN ENGAGED COMMUNITY THROUGH UNDERSTANDING** Goal 1- Acquire information related to Native American families and community to promote understanding, build relationships and generate ideas on actively engaging them in education.
- ☐ 2. **EFFECTIVE INSTRUCTIONAL PRACTICES FOR NATIVE AMERICAN YOUTH** Goal 2- Learn strategies on how best to meet the instructional and learning support needs of Wyoming Native American students, including but not limited to the Native American approach to mental, emotional, spiritual and physical health and wellness (includes nutrition).
- ☐ 3. **POWERFUL PARTNERSHIPS FOR EDUCATION** Goal 3- Increase awareness of the benefits of the partnerships between tribal and state governments, tribal communities, and schools and focus on educational issues.
- ☐ 4. **BUILDING SUCCESSFUL TRANSITIONS** Goal 4- Gain knowledge about and exposure to effective ways to help students, including students with disabilities, to be successful during the key times of educational transition from Pre-K to K, elementary to middle school, middle school to high school, and the transition to post-secondary education.

Presentation Title:*

Maximum of 75 characters allowed.

Brief Presentation Abstract:*

This shorter session description is what will be printed in the World Congress materials that are provided to attendees. Maximum of 500 characters allowed.

Level of Difficulty:*

Please Choose One

☐ Basic

☐ Intermediate

☐ Advanced

2015 Wyoming Native American Education Conference

Primary Knowledge/Competency Area:

Please Choose One

- ☐ Cultural Competency (including social behaviors)
- ☐ Cultural Learning
- ☐ Cultural Relevancy
- ☐ Curriculum Design Strategies
- ☐ Students with Special Needs
- ☐ Family and Community Health and Nutrition
- ☐ Culturally-relevant STEM (Science, Technology, Engineering, and Math)
- ☐ Positive Behavior Interventions
- ☐ Leadership
- ☐ Building Partnerships
- ☐ Youth Voice
- ☐ Family Engagement in Learning (Formal and Informal)
- ☐ _____
- ☐ _____

Step 5 - Presentation Benefits

Please provide the following information to give us a better understanding of how attendees would benefit from your presentation.

Key Takeaways:*

Specify what attendees will glean from the session to enhance/support them personally and/or professionally.

Takeaway 1:

Maximum of 50 characters allowed.

Takeaway 2:

Maximum of 50 characters allowed.

Takeaway 3:

Maximum of 50 characters allowed.

2015 Wyoming Native American Education Conference

Please suggest the type of contract management professional this session is designed for:*

Explain how this session will meet the needs of the audience(s) you've specified.

Maximum of 250 characters allowed.

Please explain how you will serve more experienced attendees and new professionals alike:*

What will you do to target your session specifically toward audience members with multiple years of experience and higher-level responsibilities within their organizations while also connecting with new teachers/professionals? Please keep in mind that our attendees regardless of experience level continue to request session that are more in-depth.

Maximum of 250 characters allowed.

Step 6 - Presentation Style

Please provide the following information to give us a better understanding of your presentation style.

Using specific detail, please describe the flow of your session:*

We've received feedback from previous attendees that they would like to better know what to expect from each session.

Things to consider:

- Will the attendees be spending the majority of the session "doing the work" by having table conversations — or perhaps will they be spending the majority of the time just listening?
- Will this be a "comfort zone" session or a "stretch session?"
- The event needs the right balance of sessions, so please clearly outline how much or how little attendees will be required to participate.

Maximum of 250 characters allowed.

Please discuss how you are going to build positive energy through respectful interaction in the room:*

While you are the content leader for this proposed session, we recognize there is a great deal of knowledge among the attendees. As such, how will you engage the participants and allow them to network, connect, and learn from one another?

Maximum of 250 characters allowed.

*Indicates a required field.