



**IASB · IASA · IASBO Joint Annual Conference
November 22-24, 2019**



* Required

Share the Success: School District Panel Presentations

REQUEST FOR PROPOSALS
IASB/IASA/IASBO JOINT ANNUAL CONFERENCE
NOVEMBER 22-24, 2019
DEADLINE FOR SUBMISSION: FRIDAY, FEBRUARY 22, 2019

Success stories of local school districts have long been a strong draw at the IASB/IASA/IASBO Joint Annual Conference. School board members, along with their administrators, from every division come to learn and benefit from the practical experiences the Share the Success panel presentations provide.

A select number of school districts will be chosen to make panel presentations. These 60-minute panel sessions — presented by the board members and administrators along with other school or community members who were involved in the particular programs showcased — are based on actual school system experiences.

Presenters give insight and practical information on how to solve current challenges in education. They share recent discoveries and innovations succeeding in their districts and share ideas on how school boards can achieve success. A committee of IASB members will evaluate all proposals received. Invitations will be issued to the districts recommended by the panel evaluators..

IASB reserves a time period and meeting room and provides publicity and audiovisual equipment for each presentation. The school district agrees to follow the rules listed below and commits to presenting a panel as described by the proposal submitted. IASB has a process to determine the scheduling and placement of panels; therefore, assigned times and rooms are final. Please do not submit a proposal unless your district is fully prepared to make that commitment and to present at the IASB/IASA/IASBO Joint Annual Conference, November 22-24, 2019 in Chicago.

Districts that are not selected for a Share the Success presentation may be offered an opportunity to present at the Carousel of Panels on Saturday afternoon, November 23. The Carousel is designed to allow districts an opportunity to make three 30-minute presentations on their topic, allowing attendees to obtain a wide variety of information in minimal time.

SELECTION CRITERIA FOR PROPOSALS

The purpose of Share the Success panels is to highlight success stories showcasing actual school system experiences. Presenters share insight and practical information on how to solve common problems. They share discoveries and innovations from programs succeeding in their districts. Therefore, each proposal

submitted for the Share the Success panel presentation will be evaluated using the following points of consideration:

- Topic is interesting and relevant to today's school board members.
- Presentation focuses on board-level work rather than staff work.
- Creativity and innovation are demonstrated in the approach taken.
- Proposal provides specific information rather than vague generalities.
- Program's claim to "success" is supported by evidence.
- This school district's experience can be replicated by other school districts.
- Proposal is concise, clearly written, and understandable.
- Proposal presents a clear picture of the panel presentation.

RULES FOR PANEL SUBMISSION

Proposals must be fully completed and school districts agree to the following:

1. Agree to proposal rules/conditions (check box at the end of the section)
2. No more than one moderator and four presenter names will be published in the Conference program book. Consider the Open Meetings Act (OMA) in regard to the number of school board members participating in a panel presentation.
3. Presenting school districts must agree to submit any name(s) of attorney(s) who will be presenting with the district. The attorney(s) will be included in the maximum allotment of four presenters per panel.
4. Presenting school districts agree to not promote commercial vendors or their representatives in their presentations.
5. Presentations should be planned for 60 minutes, including at least 10 minutes for questions and answers.
6. All proposals must use materials and language that do not discriminate on the basis of gender, race, color, ethnicity, religion, physical ability, or sexual orientation.
7. By agreeing to present at the 2019 Joint Annual Conference, IASB assumes that you own the needed intellectual property rights to your presentation's content (including written materials) and/or have obtained all needed permissions to utilize the course's content (including written materials) and grant permission to reprint the material from your presentation. If you do not own such rights and/or have not obtained the needed permissions, please take all necessary action prior to submitting your presentation to IASB.
8. Presenting school districts agree to submit handouts electronically by November 8, 2019 to IASB to be placed on the IASB Conference website and/or app prior to Conference. Districts agree to supply sufficient copies of handout materials for distribution to the audience. Room capacity information will be provided by assigned IASB staff prior to the Conference to assist you in planning for handout printing.
9. A district contact person must be designated. This person must be fully knowledgeable about the program proposed and will be the contact for moderator/presenters for the panel.
10. Districts are limited to no more than three proposals per district.
11. Do not submit or attach supplemental materials (such as audio or video recordings) with this proposal. The proposal must stand on its own.
12. IASB cannot provide lodging or travel expenses for Share the Success or Carousel of Panels participants. Travel and lodging arrangements and expenses of panelists are the responsibility of the submitting school district.
13. Business officials, superintendents, board members, and panelists must register for Conference.
14. Selected panels will receive a standard room set-up consisting of
 - Head table and seating for four panelists.
 - Theater-style seating.
 - Audiovisual (AV) setup consisting of an LCD projector, screen, and podium mic. Presenters must provide their own laptop computer, if needed. Additional AV must be requested on this proposal form. IASB will make the decision to add AV based upon reasonable requests, room size, estimated attendance, etc.
15. Deadline: Proposals MUST be submitted to the IASB office by 5 p.m., February 22, 2019. Questions: contact Peggy Goone – 217/528-9688, ext. 1103.

TITLE/PANEL DESCRIPTION RESTRICTIONS

Titles and descriptions will be limited to

- Title length: 60 OR FEWER CHARACTERS (including punctuation and spaces)
- Panel description length: 275 OR FEWER CHARACTERS (including punctuation and spaces)

Titles and panel descriptions are subject to edits by IASB communications staff for clarity and consistency and to comply with these restrictions and IASB style guidelines.

PROGRAM TRACKS

Proposals must fit into at least one of the topical program tracks.

Presenters give insight and practical information on how to solve current challenges in education. They share recent discoveries and innovations succeeding in their districts and share ideas on how school boards can achieve success.

- Community Engagement – (Communication and Community Relations, etc.)
- Finance/Funding – (Collective Bargaining, Labor Challenges, Personnel Shortages, etc.)
- Best Practices - (Governance and Leadership, Transportation, Facilities, Technology, Safety and Security, etc.)
- Critical Issues – (Equity, Issues in Large Urban Districts, Issues in Rural/Small Districts, etc.)
- Student Learning and Achievement – (Social Emotional Learning, Closing the Achievement Gap, etc.)

We understand and agree to the above rules. Should our proposal be accepted, our school district agrees to present as we have proposed and to abide by the rules listed above. Selected panel proposals will agree to submit copies of handouts to be displayed on the IASB Conference website and/or app. *

We agree

We do not agree

School District Information:

School District Name *

[Your answer] _____

School District Address 1 *

[Your answer] _____

School District Address 2

[Your answer] _____

School District City *

[Your answer] _____

School District State *

[Your answer] _____

School District Zip *

[Your answer] _____

School District Phone Number *

[Your answer] _____

School District Student Enrollment

[Your answer] _____

Contact Information:

School District Contact Person Title *

___ Mr. ___ Mrs. ___ Ms. ___ Miss ___ Dr. ___ None ___ Other:

School District Contact Person First Name *

[Your answer] _____

School District Contact Person Last Name *

[Your answer] _____

School District Contact Person Position *

Example: Secretary, etc.

[Your answer] _____

School District Contact Person Phone Number *

[Your answer] _____

School District Contact Person Email Address *

[Your answer] _____

School Board President First Name *

[Your answer] _____

School Board President Last Name *

[Your answer] _____

District Superintendent First Name *

[Your answer] _____

District Superintendent Last Name *

[Your answer] _____

Panel Information:

Proposed Panel Title *

Must meet guidelines of 60 or fewer characters (including punctuation and spaces).

[Your answer] _____

Proposed Panel Description *

Must meet guidelines of 275 or fewer characters (including punctuation and spaces).

[Your answer] _____

Topical Track

Panels must fit into one of the topical program tracks.

- Community Engagement – (Communication and Community Relations, etc.)
- Finance/Funding – (Collective Bargaining, Labor Challenges, Personnel Shortages, etc.)
- Best Practices - (Governance and Leadership, Transportation, Facilities, Technology, Safety and Security, etc.)
- Critical Issues – (Equity, Issues in Large Urban Districts, Issues in Rural/Small Districts, etc.)
- Student Learning and Achievement – (Social Emotional Learning, Closing the Achievement Gap, etc.)

Learning objectives of session: ("At the end of my session, participants will be able to...")

Minimum 2, Maximum 4

Learning Objectives #1 *

[Your answer] _____

Learning Objectives #2 *

[Your answer] _____

Learning Objectives #3

[Your answer] _____

Learning Objectives #4

[Your answer] _____

Targeted Audience *

Select all that apply.

- Board Member
- Board President
- Administration
- Board Secretary/Administrative Assistant
- Superintendent
- School Business Official
- Teacher
- Other: _____

Additional Information and Documentation of Success

In 600 words or less (3500 characters) please provide any additional information that will further describe this proposal, your district's success, and how this information will positively impact schools across the state.

[Your answer] _____

Will you be including attorneys in your presentation?

___ Yes ___ No

If, yes, enter the name of attorney(s) and law firm: _____

Has this presentation been made before? *

___ Yes ___ No

If so, where and when?

[Your answer] _____

All panel rooms will be provided with standard AV setup consisting of a LCD projector, screen, and podium mic.

If you require additional AV, please describe what and why?

[Your answer] _____

If this proposal is not selected for Share the Success, are you interested in participating in the Carousel of Panels? *

___ Yes ___ No

Thank you for your proposal. If you have questions about the submission, please contact Peggy Goone at pgoone@iasb.com or 217-528-9688, ext. 1103. Proposals selected for Share the Success presentations will be notified by the end of April 2019.