



## Conference Planning Subcommittee March Meeting Notes

The 2017 Conference Planning Subcommittee met via telephone on March 17th, 2016 at 1:00PM EDT. (12:00PM CDT, 11:00AM MDT, 10:00AM MST & PDT, 9:00AM AKDT).

Those in attendance were: Mike Radke (MI—Chair), Otistene Smith (AR), Sonya Morris (FL), Bernell Cook (LA), BJ Granbery (MT), Jack O'Connor (MT), Beth Wooster (NE), Jewell Stanley (SC), Lynn Sodat (VA), Veronica Tate (VA), Bob Harmon (WA—NASTID CEO), and Monica Kemper (CA—A+ Events).

### Meeting Agenda

#### 1. 2017 Conference Final Decisions:

- Recommendation: Proposal submissions allow for different types of sessions, based on audience interaction and room size.

The committee agreed to include smaller sessions (of approximately 350 attendees), along with the larger, more traditional, lecture-style sessions at the Long Beach conference. The smaller sessions will include an audience interaction component, which fits with the overall conference theme: Engagement REvolution. Audience engagement will be a requirement of these sessions, such as opportunities to talk to your partner or engage in workshop-like activities. Due to the interactive nature of the engagement sessions, they will last one and a half hours and will be repeated. Rather than have signups on site, these smaller sessions will be first come, first served. Ideally some of the ED sessions will be in the engagement format as well.

- [Existing Proposal Review and Grading Process](#) - To remain the same? Are changes to the rubric needed for different types of sessions?

It was decided that the first two items on the grading rubric: "Proposal includes timely and meaningful content," and "Proposal focuses on a key area of interest for conference attendees," be combined into one, as they are essentially the same. The next rubric item, "Research base listed is appropriate for the topic area," had a somewhat weak connection to some of the Houston sessions. The committee agreed to revise the "research" element to include "local data," to verify the impact on student achievement.

- [Proposal Submission Questions](#) - Identify key information needed to select sessions.

The committee has decided to move forward with the following changes to the Proposal Submission Questions:

1. Keep Instruction, Leadership, and Policy as the overarching proposal categories, but add a fourth category: Engagement.
2. Change the topics of interest list by removing “Flexibility Waiver” and replacing it with “Flexibility.” Add “School Climate and Culture” to the topics list.
3. Merge the “Combined presenter bio” and the “Session introduction” into one.
4. Cap the number of presenters per session at four, with certain exceptions for ED or at discretion.
5. In the Presentation Details Section, include description of the smaller engagement sessions and how they are different than lecture style sessions.
6. Make it even more clear that sessions may not include promotional content – even if a vendor is included in the session – they may not promote a particular product.

## **2. Convening - Next Steps?**

Mike Radke and Bob Harmon have had conversations with Joanne Cashman of NASDSE and Carlas McCauley of WestEd. Both Joanne and Carlas have experience with convening and have graciously offered to help with the activity and guide our team through the process. They will be identifying the next pre-convening steps soon.

The convening topic is student engagement and will include three to five diverse high schools or middle schools. Secondary schools were chosen, as they seem to have greater challenges than the primary level. A variety of school administrators, teachers, parents, and students will be included in the convening, to represent different groups. Participation will begin in advance of the conference via conference calls, webinars, review of literature, etc. This will allow for participants to come prepared and to continue to work after the convening, throughout the next year. The group will be making a commitment to implementing programs to engage students, parents, etc. – and to giving each other updates and assistance as a support network. During the face-to-face meeting in Long Beach – they will participate in a half-day workshop with peers



and experts who facilitate conversations for their work together over the next year. Ideally, the group would come back as presenters at the next conference in Philadelphia to discuss their experience and what worked, vs. what didn't work. When signing up, those asked to participate need to be fully aware of their commitment. Mike Radke asked members of the committee to think about inviting schools from their states who might benefit from convening and be interested in participating.

### **3. Saturday, February 25, Final day of the Conference:**

- Continue the Policy Institute for the majority of attendees, while a smaller, invited group is convening?

The committee agreed to keep the Brustein & Manasevit Policy Institute as an optional half-day session at no additional cost to attendees.

- Include other interactive sessions?

Three additional workshop-type sessions will require advance sign-ups, and the topics of these sessions need to be determined very soon.

Committee members are asked to submit topics to Bob Harmon or Mike Radke by early April.

For the next meeting – the committee was asked to think about possible keynote presenters and preferred types of keynote sessions for the Long Beach conference.

This group meets the third Thursday of every month at 1PM Eastern time. The next meeting is scheduled for **Thursday, April 21st, 2016 at 1:00PM Eastern**, 1:00PM EDT. (12:00PM CDT, 11:00AM MDT, 10:00AM MST & PDT, 9:00AM AKDT).