



**Conference Planning Committee  
May 2017 Meeting Notes**

The Conference Planning Committee met via telephone on Thursday, May 18, 2017 at 1:00PM Eastern (12:00PM CDT, 11:00AM MDT, 10:00AM MST & PDT, 9:00AM.)

Those in attendance were: Karen Campbell (NJ—Chair); Ken Banter (GA); Edmund Moore (AL); Kathryn Nichol (NH); and Jack O' Connor (MT).

A+ Events Staff: Bob Harmon (NASTID CEO—WA); Monica Kemper (NASTID Director of Events—CA)

**Meeting Agenda**

**1. Update on keynotes (Bob Harmon)**

Bob has issued invitations to two keynotes: Hill Harper and John King. John King is from EdTrust, and he has accepted the invitation. The other four invitations from keynotes “in the first tier” have not yet been sent, but are in the works. Those four potential keynotes are: Diane Ravitch, Joe and Jill Biden, Doug Lemov, and Salome Thomas EL.

Invited Sessions invitations have gone out to: Steven Sye – (International Literacy Assn.), Chad Lochmiller (Indiana University, Joanne Cashman (NASDSE) and Carlas McCauley (WestEd), Jobi Lawrence (Title III), Rich Rasa (OIG), Christine Fox (SETDA), and David Barnes/Matt Larson (NCTM.) There has been one response so far – the Title III group has accepted.

Karen Campbell gave an update about her recent conversations with the Philadelphia School District. They are happy to accept excess donated educational materials from the Conference and are thrilled about the idea of the backpack project. The backpack project will be an activity for attendees to participate in during the conference. Attendees will go to an area in the Exhibit Hall and stuff school supplies into 3,000 backpacks, which will be given to Philadelphia Title I schools.

**2. Proposal grading July 3-14, Suggest changing grading timeline to Saturday, June 24 - Wednesday, July 5 (Review [Grading Instructions and Rubric](#))**

Committee members agreed that the grading rubric is very easy to use and will remain unchanged for the 2018 Conference.

A+ Events staff suggested changing the proposal grading dates to allow more weekend time. The committee agreed to go with the new timeline of June 24 through July 5. Approximately 500 proposals are anticipated to be up-for-review, and each proposal grader usually reviews about 40 proposals, though some do lots more. Grades are averaged to eliminate the lowest scoring proposals from the next review phase.

### 3. How to recruit proposal graders? (Discussion)

Committee Members are always proposal graders, but more graders are needed. The committee agreed it's always good to include as many Board or Association members as possible. They need to broaden the scope and get more Association members involved. Karen suggested that committee members contact directors from their neighboring states to ask for more graders. Karen will draft an email to committee members and ask them to reach out to their partner states to solicit more participation. Grading goes fairly quick once one has the procedure down. The system randomly selects proposals for graders to review.

### 4. **Next Meeting:** Wednesday, July 19th at the [National Title I Association Summer Meeting](#) in Washington DC:

- **6:00pm – 8:00pm Conference Planning Committee Proposal Review**  
The Conference Planning Committee will review proposals for the 2018 Conference under the direction of Chairman, Karen Campbell (NJ). This activity is only open to existing members of the 2018 National Title I Conference Planning Committee. Dinner is included for proposal reviewers.