

# 2009 Title III Management Institute-Call for Presentations Proposal

**Deadline December 10, 2008**

***Hilton Austin Airport***

***April 20-21, 2009***

## **Institute Goals:**

- 1) Participants will receive updated information on state and federal legislation and procedures that impact Bilingual and English as a Second Language (ESL) programs funded under Title III of the No Child Left Behind (NCLB) Act of 2001, including Provisions and Assurances, Annual Measurable Achievement Objectives (AMAOs), the Performance-Based Management Analysis System (PBMAS) and Adequate Yearly Progress (AYP).
- 2) Institute will engage all participants in meaningful presentations that will enhance the achievement of students participating in the Title III program with a focus on effective, research-based classroom strategies and practices.
- 3) Institute will offer a structure for Title III program administrators, including those at a campus level, to dialogue and exchange ideas on how to support scientific research-based practices for English language learners.

## **Target Audience:**

- Administrator (s) of Title III District/Campus
- Bilingual or ESL Program Director
- District Program Evaluator
- Federal Program Director/Coordinator
- Special Education Program Administrator
- Staff Development Specialist
- Parental Involvement Coordinator

## **Proposal Review, Selection and Notification Process:**

Proposals will be reviewed carefully by the Title III Institute Planning Committee based on the following criteria:

- Topic addresses NCLB Title III Program objectives and Institute goals.
- Time allocation and presentation content are well organized, with an accurate presentation level.
- Inclusion of information indicating appropriate and relevant speaking/teaching experience of presenter.
- Measurable and achievable session goals.
- Likelihood of significant interest in the session.
- Quality of practical information: tools, tips, practices, etc. that attendees will be able to implement and/or utilize following the presentation.

Presenters will be notified by December 19 via email that the presentation has been accepted.

# 2009 Title III Management Institute CALL FOR PRESENTATIONS

Please type or print carefully. Complete and submit an original and 2 copies of the Call for Presentations form. Presentations will be one (1) hour.

**Presentation Title:**

**Presentation Abstract: (no more than 75 words)**

**Session Abstract:** *In no more than 75 words, clearly and concisely describe your presentation. Include your desired outcome for the participants and any distinctive features of the presentation. This abstract will be used in the program if your proposal is accepted.*

**Presentation supports Institute Goal #**

**Presenter: (also to serve as a contact person)**

**Short Biography of Presenter(s):**

*Provide a brief biographical summary in the spaces provided (experience, education, and expertise in the topic being proposed).*

Name

School District/College/University/ESC

Home Phone

Home Address

City

State

Zip

Title/Position

E-mail Address

Work Phone

**Co-Presenter:**

Name

School District/College/University/ESC

Home Phone

Home Address

City

State

Zip

Title/Position

E-mail Address

Work Phone

**This presentation addresses the following components: (Select one or more as appropriate.)**

Coordination and integration between federal, state, and local services and programs, including programs under NCLB

Recruiting and retaining high-quality, highly qualified Bilingual and/or ESL teachers

High quality, ongoing professional development for teachers, principals, and paraprofessionals and, if appropriate, pupil services personnel, parents, and other staff to enable all children in the school to meet the state's student academic achievement standards

Strategies to increase parental involvement and/or literacy

Strategies to develop and implement an effective planning process to identify appropriate interventions for students who have not met state academic standards.

Strategies to provide assistance and support to new Title III program administrators

**Presentation Format: (select one)**

Lecture/Presentation/Discussion

Hands-on Activities

Small group activities

**Statement of Agreement. Please read carefully and sign.**

Should this proposal be accepted, I/we agree to:

- 1) Accept complimentary registration for one presenter.
- 2) Understand my presentation is a contribution to services provided to LEP students and that one presenter will be reimbursed travel expenses based on Education Service Center, Region 2 Guidelines.
- 3) Each room will be equipped with a speaker's table, overhead projector and screen, and a portable microphone. It is the responsibility of the presenter(s) to bring a computer and LCD projector if needed. Additional AV equipment will be the sole responsibility of the presenter at his/her expense.
- 4) Submit Power Point presentation and/or handouts by February 27, 2009 to be compiled and printed for participants. If not received by that date, the presenter(s) will be responsible for cost of preparing, printing, and bringing one-hundred (100) handouts. Please limit handouts to a maximum of ten (10) single-sided or five (5) double-sided pages per presentation. For handouts that are not your original work, you will need to provide Education Service Center, Region 2 with "permission to copy" from the original source. Email handouts to Consuelo Cantu ([mariaconsuelo@sbcglobal.net](mailto:mariaconsuelo@sbcglobal.net)).

**Please do not fax handouts as they will not be of good print quality.**

\_\_\_\_\_  
*Signature of Lead Presenter*

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*Signature of Co-Presenter (if applicable)*

**Complete and return an original and two copies of the completed Call for Presentations form postmarked by December 10, 2008, to this address:**

**Elena Méndez, Institute Planner  
P. O. Box 270622  
Corpus Christi, Texas 78427-0622**