

Preview of information needed for Share the Success proposal submission.



REQUEST FOR PROPOSALS
IASB/IASA/IASBO JOINT ANNUAL CONFERENCE
NOVEMBER 19-21, 2021
DEADLINE: MARCH 8, 2021

Share the Success panel sessions are a strong draw at every IASB/IASA/IASBO Joint Annual Conference, where school board members and the full Illinois public education community come to learn and benefit from the exchange of practical, proven, experienced-based ideas.

We invite your proposal to present a Share the Success presentation at the 2021 Joint Annual Conference.

Each year, a select number of school districts are chosen to make Share the Success presentations. These 60-minute panel sessions address current challenges in education; are based on actual school system experiences; and are presented by the board members, administrators, and contributing school or community members. Presenters share recent discoveries, lessons learned, and innovations succeeding in their districts and offer ideas on how school boards can achieve similar success.

A committee of peer evaluators – IASB members – will evaluate all proposals received. Based upon the committee’s recommendations, invitations will be issued to the selected districts to present at the Joint Annual Conference. 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 Joint Annual Conference, November 19-21, 2021 in Chicago.

Proposals not selected for a Share the Success presentation may be offered an opportunity to present at the Carousel of Panels on Saturday afternoon, November 20, 2021. The Carousel provides three 30-minute presentations on the topic, allowing attendees to obtain a wide variety of information in minimal time.

Note: IASB is planning for an in-person Joint Annual Conference in 2021 while monitoring the Coronavirus/COVID-19 emergency measures and giving due consideration to our member's health and safety.

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, lessons learned, 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.
- District's claim to "success" is supported by evidence.
- This district's experience can be replicated by other 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 districts agree to the following:

1. Read and agree to these proposal rules/conditions. To agree, please check the box at the end of the section.
2. No more than one moderator and four presenter names will be published in the Joint Annual 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 districts must 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 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 align with State and federal anti-harassment and discrimination laws that provide the basis of your local Equal Educational Opportunities and Anti-Harassment policies.
7. By agreeing to present at the 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 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 districts agree to submit handouts electronically by November 5, 2021 to IASB to be placed on the Joint Annual Conference website and/or app. Districts also agree to supply sufficient printed copies of handout materials for distribution to the audience. Room capacity information will be provided by IASB staff prior to the Joint Annual Conference.

9. A district contact person must be designated. This person must be fully knowledgeable about the panel proposal and will be the contact for moderator/presenters for the panel.
10. A district may submit up to three proposals.
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. Superintendents, board members, and business officials who are presenting on a panel must register for the Joint Annual Conference.
14. Each panel session chosen will receive a standard room set-up consisting of:
 - Head table and seating for four panelists.
 - Theater-style seating.
 - Audiovisual (AV) setup, including LCD projector, screen, and podium mic. Presenters must provide their own laptop computer if needed. Standard connections from laptop to hotel projectors are VGA or HDMI. If you have other outputs please bring compatible adapter(s). Additional AV must be requested on this proposal form. IASB will make the decision to add AV based upon reasonable requests, room size and availability, and estimated attendance.
15. Deadline: Proposals **MUST** be submitted to IASB by 5 p.m., March 8, 2021. Questions: contact Peggy Goone at pgoone@iasb.com or (217) 528-9688, ext. 1103.

TITLE/PANEL DESCRIPTIONS

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.

Topical Track

You will be asked to check a track that best describes your panel topic:

- Governance, Leadership, and Accountability
- Current Events (Social Justice Issues, Teacher/Personnel Shortage, Integrating New Technology, Navigating Politics in Schools, Community Engagement, etc.)
- Educational Equity (Targeting Resources, Addressing the Opportunity/Achievement Gap, Developing an Equity Statement or Policy, etc.)
- Finance/Funding (Budgeting, Collective Bargaining, Labor Challenges, Transportation, Facilities, etc.)
- Student Learning & Achievement (Career/Technical Education, Social Emotional Learning, Support Services/Interventions, etc.)
- Crisis Management (Lessons Learned from COVID-19; School Violence, School Emergency Situations, etc.)
- Rural District Issues
- Governmental Relations
- School Safety & Security
- School Law

*** Indicates that an answer is required.**

1. 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 Joint Annual Conference website and/or app. *

We agree
 We do not agree

School District Information:

2. School District Name * _____

3. School District Address 1 * _____

4. School District Address 2 _____

5. School District City * _____

6. School District State * _____

7. School District Zip * _____

8. School District Phone Number * _____

9. School District Student Enrollment _____

Contact Information:

10. School District Contact Person Title *
 Mr. Mrs. Ms. Miss Dr. None Other:

11. School District Contact Person First Name * _____

12. School District Contact Person Last Name * _____

13. School District Contact Person Position * Ex: Superintendent, Board President, etc. _____

14. School District Contact Person Phone Number * _____

15. School District Contact Person Email Address * _____

16. School Board President's Name * _____

17. School Board President's Email* _____

18. District Superintendent's Name * _____

19. District Superintendent's Email _____

Panel Information:

20. Proposed Panel Title* *Must meet guidelines of 60 or fewer characters (including punctuation and spaces).* _____

21. Proposed Panel Description * *Must meet guidelines of 275 or fewer characters (including punctuation and spaces).*] _____

22. Topical Track *Check a track below that best describes your panel topic:**

- Governance, Leadership, and Accountability
- Current Events (Social Justice Issues, Teacher/Personnel Shortage, Integrating New Technology, Navigating Politics in Schools, Community Engagement, etc.)
- Educational Equity (Targeting Resources, Addressing the Opportunity/Achievement Gap, Developing an Equity Statement or Policy, etc.)
- Finance/Funding (Budgeting, Collective Bargaining, Labor Challenges, Transportation, Facilities, etc.)
- Student Learning & Achievement (Career/Technical Education, Social Emotional Learning, Support Services/Interventions, etc.)
- Crisis Management (Lessons Learned from COVID-19; School Violence, School Emergency Situations, etc.)
- Rural District Issues
- Governmental Relations
- School Safety & Security
- School Law

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

23. Learning Objectives #1 * _____

24. Learning Objectives #2 * _____

25. Learning Objectives #3 _____

26. Learning Objectives #4 _____

27. Targeted Audience ***Select all that apply.**

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

28. Additional Information and Documentation of Success

In 600 words fewer words (3200 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. _____

29. Will you be including attorneys in your presentation?

____ Yes ____ No

30. If, yes, enter the name of attorney(s) and law firms: _____

31. Has this presentation been made before? *

____ Yes ____ No

32. If so, where and when? _____

33. All panel rooms will be provided with standard AV setup consisting of a LCD projector, screen, and podium mic. Presenters are responsible for bringing their own laptop, if needed. Standard connections from laptop to hotel projectors are VGA or HDMI. If you have other outputs please bring compatible adapter(s)

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

34. 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. You will be notified at the end of April the determination of the panel selections.