

2018 FLAEYC Annual Conference Presenter Proposal

Thank you for your interest in presenting at the 2018 Florida Association for the Education of Young Children (FLAEYC) Annual Conference: **Best Practices in Early Learning for Florida's Children.**

This conference provides a focused yet comprehensive experience in personal and professional development for hundreds of practitioners across the early care and education community. Our goal is to have a broad range of workshop topics that addresses the different areas within the field with the latest in research and best practice.

Your expertise in a variety of areas is highly respected and greatly appreciated. Possible topics and educational tracks are included within the application.

Please take your time to complete the following proposal application. Note that submitting a proposal **does not** automatically guarantee acceptance. All submissions are reviewed and evaluated by a group of FLAEYC volunteer reviewers. Selection and notification for presenters will be made by **mid-June 2018.**

Considerations for selection include:

- Appropriateness of subject matter (*in relation to the early care and education field*)
- Expertise of the Presenter(s)
- Clear articulation of learning outcomes, goals and objectives
- Application of best practices in adult learning
- Core Competencies addressed in Learning Outcomes
(http://www.floridaearlylearning.com/core_competencies.aspx)

Important information for potential presenters:

1. The 2018 FLAEYC Annual Conference Committee and/or its staff will **NOT** pay the expenses of accepted presenters. Presenters are responsible for their own travel, lodging and food.
2. The primary presenter will receive complimentary conference registration (if s/he would like to attend the conference). Any additional presenters may register and pay their own conference fees (at the regular conference registration rate) if they would like to attend the conference beyond their scheduled session(s).
3. Session rooms will be set up theater style or table rounds (based on availability).
4. All sessions are scheduled in blocks of 1 hour and 30 minutes (90 minutes) in length.
5. Please note: 30 minutes is allotted between sessions for set-up and breakdown for presenters.
6. Rooms will be equipped with a presenter's table, screen and audio-visual (A/V) cart with connecting cords. Wi-Fi connections will be available in the room.
7. If you plan to distribute handouts (e.g., resource or book lists, print copies of your PowerPoint presentations, etc.), please bring enough for 50 - 100 participants depending on workshop. The FLAEYC Annual Conference Committee and/or its staff will **NOT** provide printing services on-site at the conference.
8. **Laptops and projectors will NOT be provided.**

Please return the completed presenter proposal with your resume or CV by **May 11, 2018**.

You will receive an email confirmation within 48 hours of your submission that your proposal has been received

For general submission questions, inquiries on program content, or information on submitting a paper application, contact Jinan As-Siddiq at jassiddiq@flaeyc.org or 754-999-0544.

Topic Areas / Educational Tracks / Series* (*Select one*)

*“Series” denote 2 - 3 sessions in succession on a given topic area facilitated by the same presenter(s) in the same room.

- Behavior Management, Guidance and Nurturing
- Child Growth and Development
- Child Care Business Management and Leadership
- Classroom Environment
- Curriculum, Learning Experiences and Strategies
- Diversity and Multiculturalism
- Family and Community Relationships
- Head Start Performance Standards
- Health, Safety and Nutrition
- Language and Literacy
- Leadership, Management and Administration
- Legal Aspects of Child Care Series
- Observation, Screening, Evaluation and Assessment
- Outdoor Learning Environment
- Personal and Professional Development
- PreK to Kindergarten Transitions
- Social Emotional Development
- Special Needs, Disabilities and Inclusion
- STEAM (*Science, Technology, Engineering, Art & Math*)

Age Groups (*Select one*)

- Infants and Toddlers
- Preschoolers/VPK
- School Age
- Birth - Age 5
- Various Student Age Groups
- Staff and Adult Family Members

Core Competencies for Practitioners (*Select one per Learning Outcome*)

1. Health, Safety and Nutrition
2. Child Development and Learning
3. Building Family and Community Relationships
4. Teaching and Learning Environments and Interactions
5. Curriculum
6. Observing, Documenting, Screening and Assessing to Support Young Children and Their Families
7. Professionalism

Core Competencies for Directors (*Select one per Learning Outcome*)

1. Organizations Administration and Programming
2. Fiscal and Legal
3. Personnel
4. Health, Safety, Nutrition and Exercise
5. Family and Community Relations
6. Leadership

Presenter Information	
<i>Must provide a resume or CV for each presenter</i>	
Primary Presenter's Name <i>(Include Professional Title as it should appear in program materials: BA, MSW, M.Ed, PhD, etc.)</i>	
Primary Presenter's Job Title or Position	
Company / Organization Name	
Company / Organization Mailing Address	
City, State, Zip Code	
Phone Number (Primary/Office)	
Phone Number (Cell)	
Email Address	
<p>Per allowable space and set-up, session proposals are limited to 2 co-presenters. If more are needed, please contact Jinan As-Siddiq at jassiddiq@flaeyc.org or 754-999-0544 discuss this in further detail.</p>	
Co-Presenter 1 Name <i>(Include Professional Title)</i>	
Co-Presenter 1 Job Title or Position	
Co-Presenter 1 Email Address	
Co-Presenter 2 Name <i>(Include Professional Title)</i>	
Co-Presenter 2 Job Title or Position	
Co-Presenter 2 Email Address	
Proposed Session Details	
<i>NOTE: Each Session is 1 hour and 30 minutes (90 minutes)</i>	
Title of Session <i>(For Spanish language presentations, include the English translation)</i>	
Synopsis of Session (75 - 100 words) <i>Please provide a complete description and detail the content of your presentation that 1) clearly describes the content of your presentation, and 2) emphasizes what participants will learn. If you are providing take-home resources, please reference them in this description.</i>	

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Short Description of Session (25 words or less)

Please provide a brief description for advertising and promotional purposes. Keep this description short and concise so that participants can easily identify and choose the sessions that best fit their needs.

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Proposed Presentation Topic Area / Educational Track / Series

*Select **one** topic area / educational track / series under which you feel your session qualifies. The FLAEYC Conference Committee may adjust the topic area selected below if needed.*

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This session's content is focused on practitioners working with the following Student and Adult Age Group(s):

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Learning Outcomes / Session Goals

List three learning outcomes for this session. Your learning outcomes should identify what the participant will know and be able to do by the end of your session (knowledge gained, concepts clarified, skills or abilities obtained, etc.)

*Select **one** (most applicable) Core Competency for each learning outcome. The Core Competencies create a framework of the knowledge and skill standards necessary to deliver high-quality learning services to children and families. Each learning outcome can address a different Core Competency.*

You can review the Core Competencies here: http://www.floridaearlylearning.com/core_competencies.aspx

Learning Outcome / Session Goal 1

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Core Competency

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Learning Outcome / Session Goal 2	
Core Competency	
Learning Outcome / Session Goal 3	
Core Competency	
Presentation Details and Preferences	
<i>Please indicate your presentation details and preferences below. Select <u>one per item</u> unless otherwise noted.</i>	
<i>NOTE: FLAHEYC will do its best to fill your request but cannot guarantee all preferences and accommodations as indicated.</i>	
For scheduling purposes, please select one:	
Presentation Style	
Room set-up	
Language of Presentation	
Desired Day of Presentation	
Desired Time of Day for Presentation	
Are you willing to repeat your session?	

Thank you for your submission.

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Reviewer Name		Presenter Name(s)			
Review Date		Presentation / Session Title			
		Topic Selected by Presenter			
Presentation Criteria	Score	4	3	2	1
Appropriateness of presentation and subject matter to conference attendees (<i>Early Care and Education field</i>)	____ 4	Topic and subject matter are <u>highly appropriate</u> for conference attendees.	Topic and subject matter are <u>very appropriate</u> for conference attendees.	Topic and subject matter are <u>somewhat appropriate</u> for conference attendees.	Topic and subject matter <u>lack appropriateness</u> for conference attendees.
Presenter(s) Qualifications and Experience (<i>Expertise</i>)	____ 4	Presenter(s) qualifications indicate an <u>exceptional level</u> of expertise. RFP submission highly supported by a <u>significant</u> number of related experiences and/or educational background. [changed order]	Presenter(s) qualifications indicate a <u>somewhat high level</u> of expertise. RFP submission supported by a <u>good</u> number of related experiences and/or educational background.	Presenter(s) qualifications indicate a <u>sufficient level</u> of expertise. RFP submission supported by an <u>adequate</u> number of related experiences and/or educational background.	Presenter(s) qualifications indicate an <u>insufficient level</u> of expertise. RFP submission supported by <u>minimal or no</u> related experiences and/or educational background.
Learning outcomes, goals and objectives	____ 4	Presenter(s) <u>clearly articulates and defines</u> outcomes, goals and objectives. Demonstrates <u>rich</u> topic/idea development and organization.	Presenter(s) <u>lists and defines</u> outcomes, goals and objectives. Demonstrates <u>full</u> topic/idea development and logical organization.	Presenter(s) <u>offers low level of detail and definition</u> of outcomes, goals and objectives. Demonstrates <u>moderate</u> topic/idea development and organization.	Presenter(s) <u>offers minimal or no details</u> as related to outcomes, goals and objectives. Demonstrates <u>limited or weak</u> topic/idea development and/or no organization.
Application of best practices* in adult learning	____ 4	Presenter(s) is <u>highly aware</u> of and applies multiple adult learning principles, techniques and strategies.	Presenter(s) is <u>aware</u> of and applies <u>some</u> adult learning principles, techniques and strategies.	Presenter(s) is <u>somewhat aware</u> and has <u>limited</u> application of adult learning principles, techniques and strategies.	Presenter(s) is <u>unaware</u> of adult learning principles, techniques and strategies. <u>No application</u> of adult learning principles demonstrated.
* Best practices in adult learning include: encouraging participants to explore, providing immediate feedback, use real-world connections, engaging and interactive activities, etc.)					
Core Competencies addressed	____ 4	Learning outcomes have a <u>clear and evident link</u> to Florida Core Competency areas selected. Demonstrates <u>thorough understanding</u> of Core Competency areas.	Learning outcomes have a <u>direct link</u> to Florida Core Competency areas selected. Demonstrates <u>understanding</u> of Core Competency areas.	Learning outcomes have <u>attempted link</u> to Florida Core Competency areas selected. Demonstrates <u>limited understanding</u> of Core Competency areas.	Learning outcomes have <u>unclear or no link</u> to Florida Core Competency areas selected. Demonstrates <u>lack of understanding</u> of Core Competency areas.
Total Score	____ (out of 20 possible points)				
Reviewer Additional Comments / Feedback					