Frontiers of Opportunity honors our host city and state as reflected through:
• the “outer space” frontier history of the city of Houston
• the history of Texas as a frontier state

Frontiers of Opportunity recognizes Title I elements through the concepts of
• leveling the “opportunity and access” field to prepare students for the future
• leaving comfort zones to embrace forward movement in such critical areas as: technology, instructional outreach and strategies, and school design

Title I is the largest federally-funded program focused on the needs of disadvantaged students. It provides more than $14 billion in annual aid to local education agencies and schools with high numbers of children from low-income families so that all children can meet challenging state academic standards. The conference committee invites all education experts, researchers, authors and successful practitioners with information of interest to the Title I audience to submit a presentation proposal.

PRESENTER BENEFITS
• Recognition as an education expert
• Connection with new audiences
• Complimentary full conference registration for each accepted presenter—a $559 value
• Video of your presentation for your personal use

CONFERENCE THEME:
Frontiers of Opportunity

JANUARY 28-31, 2016
HOUSTON, TX
George R Brown Convention Center

IMPORTANT DATES
APRIL 15, 2015
Proposal submissions open

JUNE 15, 2015
Proposal submissions close at 5:00 PM EDT

AUGUST 28, 2015
Notification of Provisional Acceptance* or Rejection - Presentation decisions of the Conference committee are final and no appeals are available.

SEPTEMBER 18, 2015
Speaker Contract Return Deadline - Accepted speaker presentations and speaker bios posted on interactive schedule, as contracts are finalized.

JANUARY 15, 2016
Deadline for upload of handouts

* A proposal marked as “provisional” is one that the Conference committee would like to include in the Conference, but has not been contracted. Once signed contracts and any other required documents are returned by all presenters on the proposal, its status is changed to “accepted.”
SESSION VIDEOS
All sessions at the National Title I Conference, without exception, are recorded for after-conference use as part of the National Title I Association’s Title I On Demand video streaming service. Presenters receive a copy of the professionally recorded video for their personal, non-commercial, use.

NON PROMOTIONAL CONTENT
Sessions must be focused specifically on important content and may not directly promote any commercially available product or service.

CONTRACTS
• Each presenter included on a proposal selected for presentation at the Conference must sign an individual contract with the conference management company – even if no honorarium is offered.

• A sample contract is attached for your review. The contract outlines all of the specifics of the presentation, including the date and time, assigned room and set up, audio visual equipment, a videotaping release, and other binding provisions.

• Contract language is standard for all presenters and wording cannot be revised. Before submitting a proposal, please be certain that you are able to sign such a contract if your proposal is selected.

AUDIENCE
Attendees at the National Title I Conference represent many different Title I perspectives and the committee selects sessions to appeal to each group in rough correlation to the average percentage of attendees in each demographic as shown below.

- BUILDING LEADERS (25-35%)
  principals, Title I site coordinators

- CLASSROOM LEADERS (10-12%)
  teachers, instructional coaches, resource teachers, paraprofessionals

- STATE LEADERS (5-7%)
  state federal programs directors, state superintendents or assistant superintendents

- OTHER LEADERS (2-3%)
  researchers, foundation program leaders, nonprofit administrators, parents, teacher education faculty

- DISTRICT LEADERS (45-50%)
  superintendents, curriculum directors, federal programs coordinators, special education specialists, school board members

SESSION LENGTH:
All presentations are one hour in length

ROOM CAPACITY:
Options for 400, 500, 600 and 1,200 seat rooms

ROOM LAYOUT:
All rooms are set theater style (rows of seats facing the stage)
Session topics should be of interest to the greater Title I community and fit with this year’s conference theme: **FRONTIERS OF OPPORTUNITY**.

All sessions are grouped into three overarching categories: **INSTRUCTION, LEADERSHIP, AND POLICY**.

Within the three overarching categories listed above, topics of interest to the committee include:

- ASSESSMENT
- AT-RISK POPULATIONS
- COLLEGE READINESS
- COMMON CORE STANDARDS
- CULTURAL DIVERSITY
- CYBER SCHOOLS
- DIFFERENTIATED INSTRUCTION
- EARLY CHILDHOOD EDUCATION
- EFFECTIVE LEADERS
- EFFECTIVE PROGRAM DEVELOPMENT
- ELEMENTARY EDUCATION
- ENGLISH LEARNERS
- FAMILY ENGAGEMENT
- FISCAL ISSUES
- FLEXIBILITY WAIVER IMPLEMENTATION
- IMPROVING GRADUATION RATE
- LEGISLATIVE CHANGES

- MATHEMATICS
- MULTIPLE TIERED SYSTEMS OF SUPPORT
- NEUROSCIENCE
- PROFESSIONAL DEVELOPMENT
- PROGRAM COLLABORATION & COORDINATION
- READING & WRITING
- REGULATORY ISSUES
- SCHOOL IMPROVEMENT
- SCIENCE
- SECONDARY EDUCATION
- STUDENTS WITH DISABILITIES
- TECHNOLOGY
- TITLE I SUCCESS STORIES
- USING DATA

The schedule is developed to maintain diversity and balance of session topics throughout the Conference. Date and time assignments are made for the benefit of the overall schedule and are not negotiable.
**CONFERENCE PARTICIPATION**

**REGISTRATION**
All accepted presenters receive a complimentary full conference registration at the time the contract is signed by Conference Management. Do not register for the Conference prior to learning the acceptance status of your proposal.

**HOTEL RESERVATIONS**
Hotel rooms are held specifically for presenters through the end of November and may be accessed after the complimentary registration has been assigned. Do not reserve a hotel room prior to learning the acceptance status of your proposal.

**PRESENTER SUBSTITUTIONS**
Complimentary conference registrations are non-transferrable. If a presenter change is desired, a written request must be completed on the official Presenter Update Form and reviewed by the Conference Committee. If approved, the previous presenter’s contract and complimentary registration will be voided, and a contract issued to the new presenter. Hotel reservations may be transferred to another individual without penalty, but will not give presenter status to the substitute. If the proposed presenter is not approved, the presentation and all associated complimentary registrations will be cancelled.

**CANCELLATIONS & REFUNDS**
Presenters are subject to the same cancellation and refund policies as those that apply to all attendees for all paid items, including hotel reservations.

**BOOK SALES**
Presenters may choose to include their books for sale in the official National Title I Conference Bookstore, located within the Exhibit Hall. No book sales, signing or distribution may take place in any other location. All sales and sales tax requirements will be managed by conference staff; proceeds to be split as follows: 75% to author & 25% to conference. Full details will be provided to presenters selected for inclusion at the conference, including book signing opportunities.
SUBMITTING A PROPOSAL STEP-BY-STEP

1. Read this full Proposal Submission Guide to ensure that you clearly understand all requirements and benefits of presenting at the National Title I Conference. Only submit a proposal if you can agree to all included terms and conditions.

2. Log into your account on the National Title I Association website (www.titlei.org), or if you do not yet have a website account, begin by creating one.

   The applicant submitting a proposal must be one of the speakers and will automatically be included as the first presenter. If you wish your assistant to receive notices about the proposal, include their contact information as your Account Manager (located under the “If someone else will manage your account” area) within your account Dashboard Contact Details section.

3. Click on “Conference” from the website main navigation bar

4. Select “Presenters” from the conference navigation options.

5. Between April 15 and June 15, select the “Submit a Proposal” link on the Presenter webpage and follow all instructions. You’ll be asked to provide the following information for each proposal:

PROPOSED PRESENTATION CHARACTERISTICS
- Describe the concept for your presentation, including the relevance for this conference (max 1,000 characters)
- Explain the research base and data used
- Identify the specific successful Title I school(s) and/or Title I district(s) highlighted in your session, if applicable
- Which conference category does your proposed session address?
- Select the topic that best describes the focus of your proposed session. You may add two additional secondary focus topics if desired, though doing so does not increase your chances of selection.
- Select the audience for which this presentation is best suited.
- Describe the format of your session – keep in mind audience sizes and theater seating
- Select your preferred room size and stage set
- Identify requested audio visual equipment

PROPOSED PRESENTERS
Complete for each presenter to be included in the session; only presenters accepted on the original proposal may present
- Name, Title, Organization
- Mailing Address, Phone, Email
- Presenter Expertise on this Topic (max 300 characters) - included in the online presenter listings, if your session is selected
- Recent Presentation Experience – list conference, year, session title
- Speaking Reference – name, phone & email of someone with direct knowledge of your presentation skills
- Photo – 1.5” x 1.5” high resolution (jpg) for use online and in the printed program – close up, head shots are most effective
- Honorarium Requested – most presenters are not paid, but requests will be reviewed and negotiated as appropriate

PROGRAM DETAILS
Printed in the conference program and the online program listings, if your session is selected (Example provided on the Conference website)
- Presentation title (max 90 characters)
  - do not include “Frontiers of Opportunity” in your title
- Presentation description (max 1,000 characters)
  - should motivate people to attend
- Combined Presenter Bio (max 800 characters)
  - what makes your presentation team “expert”
- Preferred Introduction (max 3,000 characters)
  - used onsite by the session host to introduce your presentation team to the audience
- Contact Information
  - website of email address attendees may use to obtain more information after the conference

COMPLETING YOUR PROPOSAL
- Use the buttons throughout the proposal submission process to review and revise your information.
- You may save your information and return at a later time to complete the information, if you wish. Access the unfinished proposal through the conference section of your Dashboard when logged into your account on the National Title I Association website.
- Carefully proofread your proposal before submitting. The Conference Committee expects to receive well-written proposals with accurate spelling, punctuation and grammar.
- When your proposal is complete, click the “Submit Proposal” button to add it to those considered by the conference committee. Once a proposal is submitted, changes are not permitted without committee approval.

All proposals to be considered by the committee must be submitted no later than 5:00 PM Eastern Daylight Time on June 15, 2015.

LATE PROPOSALS ARE NOT ACCEPTED – NO EXCEPTIONS
MULTIPLE COMMITTEE MEMBERS WILL GRADE EACH PROPOSAL, USING THE FOLLOWING GRADING CRITERIA

Points available for each area are shown in parentheses:

- Proposal focuses on a key area of interest for conference attendees (0-10 points)
- Proposal includes timely and meaningful content (0-10 points)
- Proposal highlights current, successful, evidence-based Title I programs (0-10 points)
- Research base listed is appropriate for the topic (0-10 points)
- Content is appropriate for the identified audience (0-5 points)
- Presenter(s) has relevant expertise and speaking experience for this topic (0-10 points)
- Proposal is well written and uses proper grammar, spelling and punctuation (0-10 points)
- Bonus points available at the discretion of the grader based on exceptional ideas or execution and the overall quality of the application submission (0-10 points)

NOTIFICATIONS ON AUGUST 28, 2015

On August 28, conference management staff will send email notifications in two categories:

- To applicants whose sessions have been declined
- To applicants and individual presenters whose sessions have been provisionally accepted, with instructions for converting the presentation from “provisional” to “accepted”

CHANGING YOUR PRESENTATION’S STATUS FROM PROVISIONAL TO ACCEPTED

Presenters with a “provisional” session will receive instructions to download and review their contract from the website. Each presenter listed on a proposal must return their contract and W9 tax form (when applicable) by September 18 for the proposal to be “accepted.” If the contracts are not received by the due date, the proposal will be declined and a back-up proposal will be moved to “provisional” status.

PROPOSAL DO’S & DON’T’S

- Begin your proposal early – do not wait until the last minute
- Craft your responses to the proposal questions offline and edit until you are happy with the results – do not submit “off the top of your head” language in this highly competitive process
- Convert any offline work to a simple text editor format before pasting into the proposal fields – do not paste directly from Microsoft Word as it can add “hidden” characters that may translate strangely once submitted, or add to the character count
- Pay close attention to the character limits identified, continuing to edit until within the requirement – avoid using abbreviations or acronyms, as graders may not understand your intent
- Carefully review the audiences and topics of interest and select appropriately – selecting the broadest audience or the most topic areas will not increase your chances of selection
- Submit your proposal before the deadline – no extensions are granted, even for very good reasons

FOR FURTHER INFORMATION OR QUESTIONS

You can reach the National Title I Conference staff Monday through Friday 7:00am-4:00pm Pacific 800-256-6452 conference@titlei.org
This contract is entered into by Magnolia Hospitality Group, Inc., a California Corporation, doing business as A+ Events (A+) and Joe Sample-Speaker (Speaker). Speaker will provide a presentation for A+ at the National Title I Conference at the time and place noted. A+ shall, in consideration for such services, provide Speaker the Compensation as identified herein. All terms and conditions of this Contract, without limitation, are confidential.

EVENT DETAILS
Event: 2016 National Title I Conference
Host: National Title I Association, a membership organization of state directors of the Title I program (www.titlei.org)
Background: Title I is the largest federally-funded K-12 education program in the country, providing funding to states and school districts to assist in the education of their economically and educationally disadvantaged students.

PRESENTATION FINAL ACCEPTANCE
This presentation is not accepted until receipt by Speaker of a countersigned version of this contract from A+.

PRESENTATION DETAILS
Title: Example Session Title
Description: The session description is the same as was entered in the field for inclusion in the printed program. Listing it in the contract ensures that the session proposed is the session to be presented.
Authorized Speakers: Joe Sample-Speaker, Jane Presenter – [This will include anyone who was included in the original proposal]

PRESENTATION LOGISTICS – fields will reflect each individual accepted proposal details
Date: Thursday, January 28, 2016
Presentation Time: 2:00 PM – 3:00 PM
Speaker Set Up Time: 1:30 PM – 2:00 PM
Location: George R. Brown Convention Center, 1001 Avenida de las Americas, Houston, Texas
Room Name: Room 350
Room Set Up: Theater seating
Maximum Audience Capacity: 600
Stage Set: 8’ x 24’ raised stage, head table with 2 chairs, standing podium stage right
Equipment Provided: PC computer with PowerPoint software, LCD Projector, screens appropriate for room size, podium microphone, internet access

BOOK SALES
Speaker may not sell books or other materials within, or immediately adjacent to, the presentation room, or elsewhere within the common areas of the conference venue. Preapproved book sales may take place only within designated areas, as identified by A+.

VIDEO RECORDING
A+ may digitally record Speaker during this presentation. Speaker gives A+ the express right to use this recording, either in its entirety or in abbreviated form, in one or more of the following ways:
• In promotional materials for this or future National Title I Association professional development programs
• As part of the professional development offerings on the National Title I Association website viewable via a password-protected, closed, streaming video environment
No other use shall be made of the recording without prior written consent of Speaker.

PHOTOGRAPHY
A+ may photograph Speaker during the presentation and use any such still photographs in promotional materials (print or electronic) for this or future National Title I Conferences.

HANDBOOK MATERIALS
All presentation materials at the National Title I Conference are provided in electronic format for download from the conference website. Speaker will upload all supporting materials for this presentation by January 15, 2016 in accordance with instructions from A+. Speaker understands that any materials shipped to the venue will be rejected and returned.

CANCELLATION
The parties’ performance under this Contract is subject to acts of God, war, government regulation (including federal elimination of the Title I program), terrorism, disaster, strikes, civil disorder, curtailment of transportation services, disabling illness, or any other emergency of a comparable nature beyond the parties’ control, making it impossible, illegal or with materially affects a party’s ability to perform its obligations under this Agreement. Either party may terminate this Agreement, without penalty, for any one or more of such reasons upon written notice to the other party.

EMPLOYMENT STATUS
Speaker is an independent contractor and assumes all responsibility for withholding taxes and is not eligible for workers’ compensation insurance. A+ is not responsible in any way for Speaker’s acts, omissions, statements, or any commitment made by Speaker to Event Host directly.

ADDITIONS OR CHANGES
Any changes to this Contract must be made in writing and signed by both parties.

GOVERNANCE
This Contract shall be construed in accordance with the laws of the State of California. All parties to this Contract agree that any dispute arising under or relating to this Contract shall be resolved in the State of California in the Superior Court of Mendocino County.

AGREED TO BY:

X
Joe Sample - Speaker, Principal
ABC Elementary School

Date: _______________________

X
Lisa H. Brandes, President
Magnolia Hospitality Group, Inc. dba A+ Events

Date: _______________________

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