



2017 Teacher Leader Summit Session Application

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I. Summit Overview

The 2017 Louisiana Teacher Leader Summit will bring together 5,000 educators and content experts from across the state to share their knowledge, learn new skills, and prepare for the upcoming 2017-2018 school year.

Summit Objectives

- **Improve the everyday practice of educators in Louisiana** by building their knowledge and skill in key areas related to their role
- **Provide opportunities for educators to collaborate and share best practices**
- **Introduce high-quality resources and professional development** that can be adopted and scaled in schools and districts across Louisiana
- **Foster a culture that celebrates and engages** educators and **empowers and inspires** them to take on an even greater leadership role within their classrooms, schools and districts

Date: June 6-9, 2017

Location: Morial Convention Center, New Orleans

Tentative Schedule:

Date	Time	Session Offerings
Tuesday, June 6	12:00-5:00	<ul style="list-style-type: none"> • School system/LEA supervisors • School counselors • Early childhood lead agency supervisors • Principals
Wednesday, June 7	8:30-5:00	<ul style="list-style-type: none"> • School system/LEA supervisors • School counselors • Early childhood lead agency supervisors • Principals • Teacher Leaders <ul style="list-style-type: none"> ○ ELA* ○ Math* ○ Social studies* ○ Science* ○ English language learners ○ Special education
Thursday, June 8	9:00-5:00	<ul style="list-style-type: none"> • Plenary • Principals[†] • Teacher Leaders <ul style="list-style-type: none"> ○ ELA ○ Math* ○ Social studies ○ Science* ○ English language learners ○ Special education • Teacher Leader-led sessions (all contents)
Friday, June 9	8:30-11:45	<ul style="list-style-type: none"> • Teacher Leader-led sessions (all contents)

* Full-day, vendor-led sessions for Teacher Leaders; pre-registration required

† Full-day Eureka Institute for principals; pre-registration required

II. Apply to Lead a Session at the Summit

The Louisiana Department of Education (LDOE) is looking for knowledgeable educators to share resources and best practices with others around the state by designing and facilitating sessions at the 2017 Teacher Leader Summit. All types of Louisiana educators – classroom teachers, school/childcare center administrators, LEA/lead agency administrators – are welcome to apply to lead sessions at the Summit.

Interested parties must submit their applications [online](#) on or before Monday, April 3.

Terms and Guidelines

- **Applications must be submitted [online](#) on or before Monday, April 3.** Applications that are submitted by other means or applications that are submitted after the April 3 deadline will not be considered.
- **Presenters and/or their employer are responsible for all costs associated with attending and presenting at the Teacher Leader Summit.** The LDOE will not cover any costs associated with attending or presenting at the Summit. These costs include but are not limited to travel, materials, and substitute teachers.
- **Presenters must receive permission from their employer before submitting an application.**
- **Sessions should focus on topics in the [School System Planning Guide](#) and/or the [key instructional priorities](#) for teachers.**
- The LDOE reserves the right to cancel the sessions of presenters who do not meet the deadlines outlined in the chart below.
- Presenters may apply to lead more than one session at the Summit. Each session requires a separate [online application](#).
- Session length: 90 minutes
- Sessions will repeat no more than two times across no more than two days (June 8 and June 9).
- Each session will have 50-125 participants.
- Presenters will be responsible for creating, printing and purchasing all session materials such as handouts and manipulatives.

Timeline*

Date	Event
Monday, April 3	Online application due
Monday, April 17	Applicants selected and notified
Wednesday, April 19 5:00-6:00 p.m. <i>OR</i> Thursday, April 20 4:00-5:00 p.m.	Mandatory kickoff webinar for all presenters
Friday, April 28	First draft of all session materials due
Friday, May 12	Final presentations and associated materials due
Wednesday, May 24 5:00-6:00 p.m. <i>OR</i> Thursday, May 25 4:00-5:00 p.m.	Mandatory logistics webinar for all presenters

* The LDOE reserves the right to cancel the sessions of presenters who do not meet the deadlines outlined in the chart above.

Contact LouisianaTeacherLeaders@la.gov with questions about applying to lead a session at the 2017 Teacher Leader Summit.

**THIS DOCUMENT IS FOR BRAINSTORMING PURPOSES ONLY.
APPLICATIONS MUST BE SUBMITTED [ONLINE](#) BY MONDAY, APRIL 3.**

III. Session Brainstorm Form

Applications must be submitted [online](#) by Monday, April 3. Applications that are submitted by other means or applications that are submitted after the April 3 deadline will not be considered. However, the Department recommends that applicants use this form to brainstorm ideas for their session.

1. Select the primary audience(s) for your session:

- Early childhood teachers (birth to age 5)
- K-12 classroom teachers
- Principals or child care center directors
- Other school-based administrators (asst. principals, curriculum specialists, instructional coaches, counselors, etc.)
- District administrators or early childhood lead agency representatives
- Other: _____

2. Select the content area(s) your session most closely addresses

- Early childhood (birth to age 5)
- ELA instruction
- Math instruction
- Social studies instruction
- Science instruction
- English language learner instruction
- Special education instruction
- Other: _____

3. Select the grade level(s) your session most closely addresses

- Early childhood (birth to age 5)
- Grades K-2
- Grades 3-5
- Grades 6-8
- Grades 9-12
- Other: _____

4. Is there anything else you would like us to know about your session's target audience? (Limit 100 characters)

5. Proposed session title (Limit 50 characters)

6. **List the 2-4 main objectives of your session.** Please make sure your objectives are specific, concrete and actionable. (Limit 500 characters)

7. **Describe what participants will do differently in their everyday work as a result of your session.** (Limit 300 characters)

8. **Briefly outline the agenda for your session. How will you use the 90 minutes available?** (Limit 300 characters)

9. **Sessions should be actionable and hands-on. What will your audience members produce, create or practice during your 90-minute session?** (Limit 300 characters)