

## Summer Leadership Institute Education Proposal Guidelines

The Summer Leadership Institute (SLI) is seeking conference proposals that reflect sound adult learning principles and reveal the best thinking in the field, informed by theory, research, and practice.

### OVERVIEW

To deliver an exceptional learning experience, please review the following guidelines. Preference is given to proposals that are positioned to deliver a mix of the following:

#### CONTENT:

- Reflect innovative, cutting-edge content, and evidence-based practice
- Present a business case with evidence supported by research or data
- Explore issues relevant to Texas Trustees

#### INSTRUCTIONAL DESIGN:

- Stimulate and provoke discussion, audience engagement, and outcome-focused design
- Facilitate knowledge transfer and development of new competencies
- Use methods that draw out relevant past knowledge and experiences

#### AUDIENCE:

- Targeted messages for school board members
- Provide diverse approaches for different types of learners
- Demonstrate relevance of lessons through “real-life” case studies

### DEVELOPING YOUR SESSION

Adult learners usually prefer to engage in self-directed learning, and that philosophy drives the SLI approach to conference programming. As you develop your session, keep in mind the following questions:

- How much is interactive?
- Will participants leave with a practical plan?
- Will participants leave with an understanding of budget and personnel cost?
- Will participants understand the overall impact to either district operations or student outcomes?

### SESSION CATEGORIES

As you reflect on your proposal, please consider the following session categories, which are focus areas for the conference program. While the course may address more than one area, you must select one which is the best fit. **Session Category:** **Select category**

- **Vision and Goals:** shared vision, district goals, strategic planning
- **Systems and Processes:** human resources, professional development, curriculum and instruction, budgeting, bonds, policy, school law, facilities, school safety, and cybersecurity
- **Progress and Accountability:** student learning outcomes, progress monitoring, superintendent evaluation, state and local accountability
- **Advocacy and Engagement:** building partnerships and engaging community, parents, and businesses; legislative advocacy; public school advocacy
- **Synergy and Teamwork:** roles and responsibilities, ethics, teamwork, collaboration among Team of 8

**NOTE:** Wednesday and Saturday are reserved for pre-conference and post-conference sessions.

## MEETING LOGISTICS

**Locations:** Conference attendees have a choice in which SLI location they will attend each year, San Antonio or Fort Worth. General Session Keynote Speakers are booked for both weekends, and SLI program content is created so that at least 90% of the breakout education is the same in both programs. Please look at your June calendar carefully and select the location(s) on the application which you are available to present. Preference is given to those sessions that can be offered in both locations.

**Room Arrangement and Audio/Visual Setup:** Each breakout room will be set to a comfortable maximum capacity. Each breakout room will be provided microphones as appropriate; a laptop, data projector and screen; house sound for computer audio; and basic internet connectivity. Room changes will not be made on site.

**Recorded Sessions:** On Thursday and Friday a limited number of sessions will be recorded for On Demand viewing for 30 days following the conference. Sessions chosen for recording will be determined based on pre-registration numbers and appropriateness of content. You will be notified in advance if your session is considered for recording. This applies to SLI Ft. Worth only.

**Handouts and Sharable Files:** Go green by e-mailing your handout or other sharable files as soon as they are ready for inclusion on the SLI resource webpage for our members to access.

## SELECTION CRITERIA & PROPOSAL PROCESS

SLI is an exclusive and premier event for our membership, and therefore (other factors being equal) priority is given to proposals that include **original content** designed solely for our members. It is also imperative to note that sessions perceived by attendees as **commercially biased** in content are unacceptable. Any submission that is not educational, neutral and unbiased, and free of commercial motive/intent will not be accepted.

All proposals are evaluated on each of the following six criteria:

1. Overall quality (well-defined focus and learning objectives, concise description, practical application)
2. Timeliness and Relevance
3. Originality
4. Ability to Inspire Action
5. Program Design
6. Speaker Qualifications

Only applications that are completed in full and sent as an e-mail attachment to [Kathy.Dundee@tasb.org](mailto:Kathy.Dundee@tasb.org) will be accepted. (NO PDFs or Google docs please!)