

**Arizona Department of Education**

Call for Presenters

**Directors Institute – September 18 – 20, 2017**

Pointe Hilton Squaw Peak, Phoenix, AZ

Breakout Session Presenter Application

**Return this form by emailing it to Rocio Munoz at** [**rocio.munoz@azed.gov**](mailto:rocio.munoz@azed.gov)

**no later than March 31.**

**You will be notified by April 28 if your session has been accepted.**

***Please fill out this form in its entirety. This information will be used in reviewing   
proposals, providing descriptions to participants, and selecting room size.***

***The Arizona Department of Education (ADE) will not be accepting vendor presentations.***

***The Arizona Department of Education cannot endorse any services, products or applications.***

***Click appropriate box***

**ADE Presenter  External Presenter**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| *Presenter Name* | |  | | | | | |
| ***ADE Presenters Only***  ***Division / Unit*** | |  | |  | | | |
| ***Title*** | |  | | ***Organization*** |  | | |
| ***Mailing Address*** | |  | | | | | |
| ***City*** |  | | ***State*** |  | | ***Zip*** |  |
| ***E-Mail*** |  | | | ***Day Time Phone***  *(include area code)* | |  | |
| ***Cell Phone Number:*** | |  | | | | | |

|  |  |
| --- | --- |
| ***Strand*** | Choose an item. ***Click on “Choose an item” for drop-down list of strands.*** |

|  |  |
| --- | --- |
| ***Brief Session Title***  ***(limit to no more than 5 words)*** |  |
| |  |  | | --- | --- | | ***Materials*** | ***All materials (i.e. Power Points, handouts) need to be accessible according to*** [***Section 508 refresh standards.***](https://www.section508.gov/content/learn) |  |  | | --- | | **Session materials are due to Rocio Munoz** [**rocio.munoz@azed.gov**](mailto:rocio.munoz@azed.gov) **on or before July 19, 2017.** |   ***Please answer the following (200 word maximum)***   |  |  | | --- | --- | | 1. ***Session Description*** | | |  | | | 1. ***Learning Outcomes for Session*** | |  | | |

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| --- |
| 1. ***Expected Participant Implementation of Information After Conference*** |
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| --- |
| ***Has this information been presented before?*  Yes  No**  ***If so, when, where and at what event?*** |
|  |

**Target Audience will be (check all that apply):**

***New Special Education Directors*  *Veteran Special Education Directors***

***Pre-School***  ***Elementary*  *Middle School*  *High School*  *All Grades***

**Availability (check all that apply):**

**Monday, September 18**

**Tuesday, September 19**

**Wednesday, September 20 (AM)**

**The Arizona Department of Education supports research and evidence-based professional learning for adult**

**learners that includes active engagement. Please check all the methods you will be using during your session.**

***ADE Only - Approved by:***

|  |  |  |
| --- | --- | --- |
| ***Print Supervisor Name*** |  | |
| ***Signature/Date*** |  |  |

***Thank you for your submission.***

2017 Directors Institute  
Rocio Munoz, Administrative Assistant  
602.542.0610

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