

**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**

**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** **on or before July 19, 2017.** |

***Please answer the following (200 word maximum)***

|  |
| --- |
| 1. ***Session Description***
 |
|  |
| 1. ***Learning Outcomes for Session***
 |
|  |

 |

|  |
| --- |
| 1. ***Expected Participant Implementation of Information After Conference***
 |
|  |

|  |
| --- |
| ***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

rocio.munoz@azed.gov