



## 2020 Washington Chapter Call for Presentations

### Introduction and Presenter Acceptance

**2020 A4LE Washington State Chapter Conference  
Wenatchee Convention Center, Wenatchee, WA  
June 3-5, 2020**

Thank you for your interest in submitting a proposal to present at the 2020 Washington State Chapter Conference. A4LE has earned a reputation for providing superior educational programs and selects presenters who will assist in advancing the knowledge of the attendees and who share their expertise for the overall benefit of K-12 schools and surrounding communities.

#### **Conference Theme: ConnectED**

The name and theme for the conference is “ConnectED.” Wenatchee’s centralized location will serve to bridge the eastern and western sides of our state and beyond. We hope to engender a spirit of one-ness as we break down the barriers – physical and philosophical - that challenge our abilities to find common ground on issues such as diversity, equity, and educational opportunity affecting all our communities. We each have a role in working together and connecting for all students.

#### **Eligibility**

Anyone, regardless of A4LE membership, can submit a speaking proposal. Except for students, teachers, and district administrators, all speakers must register for the conference and pay the regular conference fee. No compensation will be provided for expenses, travel, or lodging, however, a stipend for substitute teacher time will be provided for educators.

Please note the sessions are to be educational in nature. Sales, product, or marketing presentations will not be accepted.

#### **Selection Criteria**

Proposals will be evaluated based on the following criteria:

- Does the proposal include students, teachers, or administrators as presenters?
- Does the proposal include representatives from more than one organization as presenters?
- Does the proposal relate to the conference theme?
- Does the proposal offer a fresh perspective?

**Is the proposal's content relevant and of interest?**

**Does the proposal have measurable and achievable learning objectives?**

### **Schedule**

**Proposals are due by 5:00 pm Tuesday, March 6th, 2020.**

**All Applicants will be contacted regarding the status of their proposal on/or about March 27th, 2020. It is the responsibility of the Applicant to notify their presentation team of the conference committee's decision and any follow-up logistics.**

**The conference runs from June 3rd through 5th. There may be speaking opportunities on all three days. The conference planners will notify you of your speaking date/time at the time of your acceptance. If you have scheduling restrictions, please indicate them on your application.**

## **Presenter Acceptance**

Each speaker, including all co-speakers agree to the terms below when submitting a presentation.

I will participate in this program and understand my submission indicates my commitment to participate, my permission for A4LE and its agents to use my name and to reproduce and distribute all or selected portions of my presentation in printed, audio video or electronic format. I hereby waive all right of payment for this license.

I further agree to register and pay for the conference and to notify any co-presenters of this same obligation.

I understand that A4LE will provide a projector, screen, microphone, and speakers and one flip chart (upon request only) for the room. I further understand that I am required to supply a laptop or device with applicable adapters to run my presentation.

Additional equipment needs must be submitted and will be at my expense. The Association for Learning Environments will make every effort to accommodate special requests; however, we do not guarantee it. I also understand there is a charge for a room change, additional equipment and that if I change the room from the original set up the charge will be at my personal expense.

**PRESENTATIONS:** Presentations for posting to the website for attendees are due 2 weeks prior to the event in a PDF format totaling no more than 10 MG. Anything received after the deadline will be posted as quickly as possible post event.



## 2020 Washington Chapter Call for Presentations

### Presentation Information

1. Please indicate which style of session you prefer for your presentation. Please note: the selection committee will determine the day, time and style of your presentation based on the needs of the conference.

**WORKSHOPS:** These are 90 minute, non lecture, interactive sessions. they are structured set of facilitated activities for groups of participants who work together to explore a problem and its solutions. Speakers will be expected to provide any interactive materials. **SESSIONS:** These are 60 minute, lecture or semi - interactive lectures.

- 60 Minute Session
- 90 minute Workshop
- Either 60 minute session OR 90 minute workshop

\* 2. What is the title of your session?

\* 3. Please provide a full abstract of your session. This will be posted on the website and event app. Please be sure to accurately describe your session- attendees will determine which sessions to attend based on title and abstract.

\* 4. Please indicate you agree to the AIA Commitment Statement. Your acceptance below indicates that you have read, understand, and agree to abide by the terms listed in the commitment statement. [CLICK HERE TO READ AIA COMMITMENT STATEMENT](#)

- Yes
- No

\* 5. A4LE provides educational credits for AIA. Please select the most appropriate learning units.

Learning programs directly covering Health, Safety, and Welfare topics will receive LU|HSW credit. For a learning activity to qualify as HSW, it must meet the following criteria:

1. Content must directly support the HSW definition
2. Content must include one of more of the AIA CES acceptable HSW topics
3. At least 75 percent of the content must be on HSW topics

[CLICK HERE TO READ WHAT QUALIFIES FOR HSW CREDITS.](#)

- Learning Units (LU)
- Learning Units/Health, Safety, Welfare (LU/HSW)

Please indicate how the topic is applicable to Health, Safety, Welfare Design credits (as described in the link). You must clearly demonstrate and explain how the program will meet the HSW criteria

\* 6. Please identify 4 learning objectives of your session. If requesting AIA Learning Units/Health Safety and Welfare credits (LU/HSW), at least 3 of the objectives must relate to acceptable HSW topics.

[CLICK HERE TO READ WHAT QUALIFIES FOR HSW CREDITS.](#)

Learning Objective 1	<input type="text"/>
Learning Objective 2	<input type="text"/>
Learning Objective 3	<input type="text"/>
Learning Objective 4	<input type="text"/>

\* 7. Please select the PRIMARY Competency which the presentation addresses.

- Educational Visioning:** Exhibits an understanding of best and next practices related to educational leadership, programming, teaching, learning, planning and facility design. Establishes credibility with educators, community members and design professionals while conceiving and leading a community-based visioning process. Demonstrates the ability to articulate the impact of learning environments on teaching and learning and uses that ability to facilitate a dialogue that uncovers the unique needs and long-range goals of an educational institution and its stakeholders – translating that into an actionable written/graphic program of requirements for the design practitioner.
- Community Engagement:** Leads the internal and external communities through a discovery process that articulates and communicates a community-based foundational vision, forming the basis of a plan for the design of the learning environment. The vision is achieved through a combination of rigorous research, group facilitation, strategic conversations, qualitative and quantitative surveys and workshops. Demonstrates the skill to resolve stakeholder issues while embedding a community's unique vision into the vision for its schools.
- Educational Facility Pre-Design Planning:** Manages a master planning process that combines educational planning, facilities assessment and utilization, demographic research, capital planning and educational specifications with a community-based vision to establish a plan for learning environments. This includes the ability to translate existing or aspirational instructional models to specific programming and spatial relationships.
- Design of Educational Facilities:** Acts as a resource to the design team in providing ongoing guidance and support to ensure that the emerging and ultimate design aligns with the established community vision, education goals, future programming, written design standards, best/next practices and education policy.
- Educational Facility Implementation, Project Management/Project Delivery:** Has a working understanding of how the following areas impact the facility program: regulations and policies; project delivery methodologies; scheduling; preventative maintenance; life-cycle planning; and systems commissioning.
- Assessment of the School Facility:** The ability to objectively evaluate a learning environment post-occupancy and utilize that data to improve future projects. Implements a plan for educational commissioning that provides guidance on how to use and maximize the learning environment to meet the foundational vision established in the planning phase.
- Ethics/Professionalism:** Provides leadership and stewardship for the responsible investment of public and private funding into school facilities – while being a known advocate for the importance of the learning environment on a child's future. They lead and have a record of leading transparent processes that help communities find common ground in developing solutions to complex and sensitive issues – advocating for long term solutions that address the needs of all children and stakeholders including underserved groups.



## 2020 Washington Chapter Call for Presentations

### Speaker Information and Requests

1. Audio Visual Requests: The Association for Learning Environments will make every effort to accommodate special requests; however, we do not guarantee it. I understand that A4LE will provide a projector, screen, microphone, speakers and one flip chart (upon request only) for the room. I further understand that I am required to supply a laptop or device with applicable adapters to run my presentation.

Please indicate any additional requests here:

2. Scheduling restrictions:

\* 3. Please provide the following information for the PRIMARY SPEAKER of the session.

**First Name:**

**Last Name & Designation(s):**

**Title:**

**Company:**

**Email Address:**

**Phone Number:**

\* 4. Please provide a brief bio of the primary speaker of the session. This should highlight your career or educational experience, awards, etc. (75 words maximum)

5. Please provide information for the second speaker, if applicable. Please remember to fill out all information on co-speakers.

**First Name:**

**Last Name & Designation(s):**

**Title:**

**Company:**

**Email Address:**

**Phone Number:**

6. Please provide a brief bio of the second speaker, if applicable. (75 words maximum)

7. Please provide information for the third speaker, if applicable. Please remember to fill out all information on co-speakers.

**First Name:**

**Last Name & Designation(s):**

**Title:**

**Company:**

**Email Address:**

**Phone Number:**

8. Please provide a brief bio of the third speaker, if applicable. (75 words maximum)

9. If you would like someone in addition to the presenter(s) to be contacted regarding this session, please enter their contact information below.

PLEASE NOTE: All of the presenters will also be notified directly in regards to this session.

**Name:**

**Email Address:**

**Phone Number:**



## 2020 Washington Chapter Call for Presentations

### Additional Options

1. Would you be willing to conduct your session in a webinar for post event viewing?

Yes

No

**Please provide a photo of the speakers to accompany the presentations on the event app by sending a PNG or JPEG image, exactly 120px square and under 100kB to Donna Robinson, CMP/ [Donna@a4le.org](mailto:Donna@a4le.org)**



## 2020 Washington Chapter Call for Presentations

### A4LE Event

**The Association for Learning Environments thanks you for submitting your presentation for consideration for the 2020 Washington Chapter Conference.**

**We appreciate your commitment to bringing quality sessions to our event.**

**Speakers will be notified via email if the session was accepted on/or about March 27 , 2020**

**PLEASE NOTE: You will not receive a confirmation of submittal, once you click submit below, your submission has been received.**