



2022

CALL FOR DISTRICT PRESENTERS

MARCH 2 – 4, 2022

TRADEWINDS ISLAND RESORT
ST. PETE BEACH, FLORIDA

2022

CALL FOR DISTRICT PRESENTERS

Deadline for submission is Friday, December 10, 2021.

Late proposals will not be accepted.

You are invited to submit proposals for educational sessions for Skyward's 19th annual iCon (International Conference) to be held at the TradeWinds Island Resort in St. Pete Beach, Florida from **March 2 – 4, 2022**. Conference and exhibit programming is based on this annual Call for Presenters, bringing practical and relevant information to your fellow school business leaders.

Presentations will be offered as 45- to 50-minute concurrent educational sessions presented by one or two participants in a lecture-style format. About three-quarters of the allotted time will be for the presentation, and the remaining quarter for questions and answers. A variety of supporting media such as PowerPoint/Prezi presentations and/or handouts with key information is required.

GUIDELINES

Appearing before decision-makers working in K-12 schools is an honor. In addition to enhancing their professional stature, presenters also gain recognition and credibility as an expert in their field and have face-to-face access to hundreds of attendees. People selected to present at Skyward iCon serve on a contributing basis and agree to the following guidelines:

1. Breakout presenters are responsible for all arrangements and expenses necessary for participation.
2. Presenters must be registered for the conference and will not have to pay the registration fee (may only be applied to one presenter per session). Presenters are responsible for all travel, lodging, and meals not provided at the conference.
3. Presenters will provide any handout materials to support their presentations.
4. All presenters are expected to adhere to copyright laws.
5. Presenters will provide Skyward with a copy of their Powerpoint/Prezi presentation **no later than Friday, February 11, 2022**.
6. All presenters must have some form of handout for attendees if not providing a Powerpoint/Prezi presentation.
7. Presenters must bring their own computers and adapters for their presentation. Projectors will be provided by Skyward.
8. Presenters agree to give Skyward permission to reproduce and distribute all presentation materials and audio/video records and distribute recordings of their presentation. Presenters agree to waive all claims to any royalties in conjunction with sales of the recordings. This does not in any way limit the presenter's right to have materials published or presented in other forms.

SELECTION PROCESS

Beginning in early December, Skyward conference committee members will evaluate the proposed presentations on the basis of appropriateness and significance of the topic as well as indications that the presentation will be organized and well-prepared. Other factors affecting proposal selection include:

- Relevance to school administration and management
- Well-defined focus
- Practical applications of the material
- Timeliness of the topic
- Presentation quality

Selected district presenters will begin to be notified the week of December 13, 2021.

SUBMITTING A PROPOSAL

1. Please type or print clearly when completing the presentation proposal form.
2. If submitting more than one proposal, each must be submitted on a separate form.
3. Do not submit videos, Powerpoint/Prezi presentations, or other materials at this time.
4. Email your proposal to Cassidy Downs, Public Relations Specialist at cassidy@skyward.com.

*Only proposals received **on or before Friday, December 10, 2021** will be considered. Skyward will notify you by Tuesday, December 21, 2021 regarding the status of your presentation proposal.*

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SOLUTION TYPE (PLEASE SELECT ONE) :

SMS 2.0 Qmlativ

FUNCTION AREA (PLEASE SELECT ONE) :

Business Management Payroll Personnel / HR Information Technology

Student Management Special Education Other (PLEASE SPECIFY) _____

SESSION TITLE :

SESSION DESCRIPTION :

Please provide a description of your presentation including session goals and objectives, the intended audience, the specific solution(s) your presentation may touch on, and how participants would benefit from attending your session. **Please be as detailed as possible.**

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PRIMARY PRESENTER INFORMATION :

NAME _____

TITLE _____

DISTRICT _____

ADDRESS _____

CITY / STATE / ZIP _____

PHONE _____

EMAIL _____

CO-PRESENTER INFORMATION (IF APPLICABLE) :

NAME _____

TITLE _____

DISTRICT _____

ADDRESS _____

CITY / STATE / ZIP _____

PHONE _____

EMAIL _____

Name two professionals who would recommend you as a presenter.

1) _____

2) _____

Have you recently addressed an audience of school professionals? If yes, provide date and location.

1) _____

2) _____

I understand my responsibilities as a presenter and agree to follow the stated guidelines.

Signature of Primary Presenter _____

Date _____

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