



CALL FOR SESSION PROPOSAL RESOURCE GUIDE

WELCOME

On behalf of the National Conference Planning Committee, thank you for your interest in submitting a session proposal for the **2020 National Reading Recovery & K-6 Literacy Conference**. Over 35 years this Conference has provided outstanding professional development for 2,200+ educators and administrators per year from around the globe. [Read what other speakers and attendees had to say about the National Conference](#). The Reading Recovery Council of North America (RRCNA) sponsors the 2020 National Reading Recovery & K-6 Literacy Conference. To learn more about the National Conference, feel free to visit our [Conference website](#) at your leisure. **Please read the following important information before you complete the online proposal form. The deadline for submission is May 10, 2019.**

LOCATION

The Conference will be held in Columbus, Ohio at the state-of-the-art Greater Columbus Convention Center and the Hyatt Regency February 8-11, 2020. The [Greater Columbus Convention Center](#) is a modern landmark amid the downtown landscape of the city; the building is rich with history both inside and out. The [Hyatt Regency](#) is the ideal home base for the National Conference and exciting adventures in the capital city of Ohio. Conference hotels are also within walking distance to several venues that offer discount prices to attendees and speakers.

WHO ARE OUR ATTENDEES?

K-6 Classroom Teachers | Building & District Administrators | Literacy Coaches & Specialists | Curriculum & Language Arts Specialists | Interventionists | Special Education Teachers | ELL Teachers | Title I Teachers & Coordinators | School Psychologists | Media Specialists | Reading Recovery Professionals

CALL FOR PROPOSALS BY STRAND & PRIORITY TOPICS

Before submitting your proposal, consider which education strand your proposal and high priority topic is most suitable. You are permitted to submit more than one proposal.

Classroom Literacy Strand (K-2, K-6, 3-6): The Classroom Literacy Strand session proposals should focus on comprehensive literacy instruction through which classroom teachers can differentiate instruction to meet the needs of a diverse group of children. This strand will also focus on the classroom teachers' role as they collaborate with interventionists to support students. Session proposals focusing on theory to practice are encouraged.

Children's Literature Strand: The Children's Literature Strand seeks to promote current, high-quality literature for elementary audiences in conjunction with effective instructional practices.

Leadership in Literacy Strand: Sessions considered for the Leadership in Literacy Strand should be targeted to school and district administrators, school board members, curriculum directors, and Reading Recovery site coordinators and teacher leaders. Session content being sought includes supporting and sustaining Reading

Recovery implementation as part of a comprehensive literacy model and sessions that will inform and assist educators in effective collaboration to achieve student success.

Literacy Coaching Strand: The Literacy Coaching Strand requests the submission of proposals that align with the National Council of Teachers of English (NCTE) and International Literacy Association's (ILA) definitions of a literacy or reading coach as well as a reading specialist. Proposals that focus on various aspects of the coach's roles, professional learning opportunities, leadership in the literacy program, and processes that support both the development and implementation of a school-wide literacy program are desired. This strand will also focus on the emerging role of the coach as a coordinator and collaborator, on coaching around assessments to lift teaching/inform instruction, cultural relevancy in coaching, coaching for the use of informational text, and coaching for congruence across learning settings.

Reading Recovery Strand: Sessions in the Reading Recovery strand should provide opportunities for in-depth study of issues related to Reading Recovery teaching such as literacy processing in reading and/or writing, supporting oral language learning, strategic processing, teacher decision making, early learning, acceleration, etc. This strand is also open to proposals focusing on ways in which Reading Recovery professionals can improve collaboration with literacy teams, classroom teachers and other school and district personnel. **It is important to indicate the appropriate experience level (beginning, advanced, etc.).**

For the Reading Recovery strand there are two types of presentations: Concurrent sessions and Study Sessions.

Concurrent Session: 90-minute single topic program in which presenter(s) share directly with a general audience in a more formal lecture-type format. Audience participation generally is limited to question and answer session(s) at the discretion of the presenter(s). Most of the conference sessions are in this category.

Study Session: 90-minute single topic program designed to allow participants to share in an in-depth investigation directed by one or more presenters. Presenters facilitate much interaction among participants while providing direction for and summation of the topic explored. Audience is limited to Reading Recovery teachers, teacher leaders, and/or trainers.

SUBMISSION GUIDELINES

As a nonprofit organization, RRCNA is unable to reimburse concurrent or study session speakers for travel or meal expenses, or pay an honorarium; therefore, concurrent and study session speakers are considered volunteers for this purpose. *Registration fee* for the full Conference is complimentary for *lead presenters only*. **Note: please do not submit a proposal without the prior approval of your school administrator to fund all conference expenses related to your participation (travel, lodging, meals, etc.).** Applications are read as part of a juried process by the Conference Planning Committee. Information may be edited for space and clarity. Lead submitters will be notified of the status of their proposals in July after the Committee has evaluated all proposals.

It is strongly recommended that you create a draft copy before you begin your online proposal submission. Then copy and paste the information into the form. **Please keep in mind, presentations may not contain any references or advertisements for products or services.**

- **Prepare your narratives in advance for the lengthier sections [abstract (30-word limit), outline, biography].**
- **If including co-presenters, gather their contact information and 2-5 sentence biography for each co-presenter.**

1. Complete the online proposal submission, providing all the information requested. This information will be confirmed upon acceptance of your proposal.
2. The **session title** is limited to **10 words or less**. It should capture the attention of your audience and complement the abstract that follows.

Title Example: *Vocabulary Building for Students Living in Poverty*

Abstract Example: Improving vocabulary is the one way to foster engagement for students in poverty. Learn to implement vocabulary-building strategies that support engagement and learning.

Title Example: *Making Decisions in a Guided Reading Lesson*

Abstract Example: During a guided reading lesson, teachers set individual goals and make on-the-spot decisions that impact student progress. Learn how analyzing student behaviors and prompting for strategic actions are the keys for making sound instructional decisions. Take the next step in improving your small-group reading instruction.

3. Write your abstract in narrative form as you wish it to appear in the conference program. There is a 30-word limit for your **session abstract** (description). All session descriptions will be **limited to 30 words** in conference materials. All descriptions will be edited by the committee as the final version. Be as clear as possible about what the participants may expect from your session. **Please indicate the appropriate experience level for your audience (beginning, advanced, etc.) in your outline.**
4. Include a brief outline of the presentation. No proposals will be accepted without accompanying outline.
5. Include a **3-5 sentence biography** about yourself and each of your co-presenters and include the number of years in the education field, area of expertise, and a description of your experience presenting sessions at different conferences (including this one).
6. All submissions from Reading Recovery teachers must include a statement of recommendation by his or her teacher leader. No proposals from Reading Recovery teachers will be accepted without teacher leader recommendations. Teacher leader recommendation must be faxed to (614) 310-7342 or emailed to asummers@readingrecovery.org, within seven days of teacher's submission. If you plan to use forms during your Reading Recovery presentation, you are required to use the newest forms.

THANK YOU FOR YOUR WILLINGNESS TO SHARE YOUR KNOWLEDGE AND EXPERTISE WITH OUR ATTENDEES!

YOU ARE NOW READY TO BEGIN YOUR ONLINE PROPOSAL SUBMISSION.

[BEGIN YOUR PROPOSAL HERE](#)

KEY DATES: CALL FOR PROPOSAL	Date
Call For Proposals – Open submissions and edits can be made to existing proposal by submitter	January 1 – May 10, 2019
All proposals are reviewed and scored by National Planning Committee	May-June, 2019
Acceptance and Decline Notifications sent	Early July 2019
Presenter Agreement Form completed and returned to RRCNA	August 2019

IMPORTANT NATIONAL CONFERENCE DATES:	Date
Early Online Registration Opens (Lead presenters receive complimentary registration)	September 2019
Conference Hotel Block Opens	September 2019
Early Registration Ends (be sure you and your co-presenters register by this date)	December 15, 2019
Registration prices increase	December 16, 2019
Preconference and Leadership Institute (all-day sessions)	February 8, 2020
National Reading Recovery & K-6 Literacy Conference	February 9-11, 2020

If you need assistance or have any questions regarding the Call for Proposal process, please contact Amy Summers at asummers@readingrecovery.org or call (614) 310-7337. Thank you for submitting a proposal.