2025 SHOW-ME PROFESSIONAL LEARNING CONFERENCE

March 2-4, 2025
Oasis Hotel and Convention Center • Springfield, Missouri

CALL FOR PROPOSAL WORKSHEET

Please fill out and save this worksheet to prepare your presentation proposal for the 2025 Show-Me Professional Learning Conference. When you are finished, **please click here** and go through the online submission process to submit your proposal. (This PDF is a **preparation tool only**. It cannot be submitted in lieu of the online submission process.)

Strands/topics for presentations

- Learning communities
- Real world learning
- Teaching and learning practices
- Data-driven learning
- Effective strategies for professional learning
- Recruitment and retention
- Effective leadership
- Instructional coaching

Title of presentation

Session description (to be used in the conference program)

Program abstract: Briefly describe in one to two sentences (and in clear, simple language) the objectives and content of your presentation. Please include how participants will be engaged and ways in which they might use this information. (**Note:** Please limit your session description to no longer than 50 words.)

Session outcomes (to be used in the conference program)

List two to four outcomes that describe what participants will learn from (or be able to do after) attending your session.

Session outcome no. 1

Session outcome no. 2

Session outcome no. 3

Session outcome no. 4

Lead presenter summary form (file upload option)

Please upload a complete presentation summary that includes information on the session process and research base. This summary will be used to determine whether your proposal is selected for the 2025 Show-Me Professional Learning Conference.

Research base: What research-based best practices and/or whose research has informed your work? Or, describe the data used to identify and evaluate the relationship of the practices outlined in the proposed session to high-quality professional learning. Please include which of the Standards for Professional Learning align to this session (as listed at **standards.learningforward.org**).

Session process: Please provide the session agenda with an overview of activities and the time allocated for each activity.

Save the document to your computer's desktop before uploading to the registration site. Files can be in the .doc, .xls, .ppt, .pdf, .txt, .csv, .jpg, or .gif format; do not exceed 10 MB or include any special characters in the file name. Use your last name when naming the summary document. **Prepare this file before beginning the online submission process.**

Lead presenter and co-presenter listings

Please list the following information for the lead presenter and each co-presenter (as it should appear in the program).

Lead presenter: First name, last name, position, building, district

Co-presenter: First name, last name, position, building, district

Co-presenter: First name, last name, position, building, district

Co-presenter: First name, last name, position, building, district

Co-presenter: First name, last name, position, building, district

Your target audience (please mark the box that is most applicable)

Session length

☐ Regular session (75 minutes) ☐ Extended session (2.5 hours)

Implementation level

☐ Basic ☐ Intermediate ☐ Advanced

Presentation format

☐ Theatre style ☐ Tables/chairs ☐ Either

Audience size

☐ Less than 75 ☐ 75-150 ☐ 150+ ☐ Any size

When you are finished, save this PDF for your reference. To go through the full online submission process, **please click here**. Use this document to help fill out the call for proposal section. **To ensure you do not lose your progress during the online submission process, please have everything prepared before you begin.**