



# CALL FOR PROPOSALS

## CELEBRATING CHILDHOOD

### 2012 LEADERSHIP SYMPOSIUM AND HAWAI'I EARLY CHILDHOOD CONFERENCE

HONOLULU, HAWAI'I, OCTOBER 12-13, 2012

**PRESENTER PROPOSALS DUE**  
**AUGUST 30, 2012**



#### CONFERENCE LOCATION:

#### HAWAI'I CONVENTION CENTER

1801 Kalakaua Avenue, Honolulu, HI 96814

#### CONFERENCE GOALS:

Hawai'i AEYC seeks sessions for its 2012 Leadership Symposium and Hawai'i Early Childhood Conference on practical experience and applied research. All proposals should reflect research and/or practical experience that

is innovative, well-grounded, and consistent with the principles of effective adult learning in a conference setting.

This year's Conference theme is "***Celebrating Childhood***". Our theme reflects this special time in our lives, the children we teach and in honor of the Hawai'i AEYC 40<sup>th</sup> Anniversary. In addition to theme-related sessions, the Conference also covers topics such as current research and issues in higher education, in-service training programs, program administration, linguistic and cultural diversity, public policy advocacy, and many aspects of developmentally appropriate practice, literacy, math, science, social and emotional development, and much more.

#### SESSION TYPE:

Selected proposals will be accepted as follows:

**A 90 minute session:** \_\_\_\_FRIDAY \_\_\_\_SATURDAY \_\_\_\_ BOTH DAYS \_\_\_\_ WILLING TO PRESENT TWICE

All proposals are peer reviewed and a decision will be made on the status in mid August. If you would like to submit a proposal, please do so and we will see you in October!

**Submit your completed proposals to us by the deadline:** <mailto:haeyc@hawaiihaeyc.org>

#### AUDIOVISUAL EQUIPMENT:

Presenter's need to bring their own laptops and projectors as well as other supplies needed to conduct your session, seminar, or workshop. Mahalo!

#### HAWAI'I AEYC IMPORTANT DATES FOR 2012

- Proposal Deadline: Friday, August 09,
- Acceptance Notices to Presenters: August 31-September 12
- Leadership Symposium: October 12
- Hawai'i Early Care and Education Conference: October 13

# PRESENTATION PROPOSAL FORM

## CELEBRATING CHILDHOOD

**Aloha,**

The success of this professional conference/seminar/workshop rests on the dedication of individuals, like you, committed to promoting the professional growth and development of those who care for and educate young children birth to age 8. We look forward to your participation in the conference and thank you for your consideration. Hawai'i AEYC strongly encourages all interested individuals to submit an application.

### PROPOSAL SELECTION CRITERIA

- Conference sessions should correlate with one of the 10 NAEYC Standards for Quality Early Childhood Program: **Relationships, Curriculum, Teaching, Assessment of Child Progress, Health, Teachers, Families, Community Relationships, Physical Environment and Leadership and Management.**
- Recognizes diversity in areas such as learning style, professional focus, culture, geography, race, ethnicity, language, family structure, gender and sexuality.
- Content must be applied without using a specific product or service. **Sessions for the purpose of sales will not be accepted.**

### PROCEDURES FOR SUBMITTING A PRESENTATION PROPOSAL

- One proposal per form. Also, please do not create your own form.
- Please be thorough, clear and specific so that the committee can visualize what you plan to do and how you plan to do it.
- Please do not use abbreviations or acronyms.
- Presentations are limited to a maximum of 2 presenters unless presentation is a panel discussion or special request.
- Enrollment in most sessions will be 50.
- All presenters are responsible for their own transportation, hotel and other costs associated with the presentation, including handouts.
- Format should be appropriate for adult learners.
- **Presentations must be 90 minutes in length.**
- **All rooms will be set up Theater Style.**

### PLEASE REMEMBER

We only accept one proposal per seminar, if you are presenting two different seminars, then each seminar needs a proposal. We communicate primarily through email so it is important to have an email address included with each proposal.

### 1. PRESENTERS

Please provide the following information. The Primary Presenter is the only presenter notified of presentation acceptance. The Primary Presenter will have the registration fee waived and will be registered for the conference. All other presenters must register and pay the registration fee.

- Presentation cannot promote or endorse any commercial product or for-profit program.
- Electronic copy of handouts must be provided to conference coordinators. With permission from presenter handout will be posted on Hawai'i AEYC website after conference.

### PROPOSAL TIMELINE

#### SUBMIT BY:

- Electronically to Hawai'i AEYC at: [haeyc@hawaiiayc.org](mailto:haeyc@hawaiiayc.org), Fax: 808-955-2739 or mail to HawaiiAEYC, 1806 So. King Street, Ste. 30, Honolulu, HI 96826.

#### IN APPRECIATION

Up to two presenters per workshop session will receive complimentary full conference registration. Complimentary registrations are non-transferable. Funds generated by this conference support Hawai'i AEYC activities, enabling us to provide quality, affordable professional development opportunities and services.

#### FOR MORE INFORMATION

Please contact Hawai'i AEYC Conference Coordinators, or Kathy and Charis at 808-942-4708 or [haeyc@hawaiiayc.org](mailto:haeyc@hawaiiayc.org).

**Thank you for sharing your expertise  
with the early care and education  
community and for supporting  
Hawai'i AEYC!**

*Our Mission is to promote, support, and expand quality and professionalism in early childhood programs and services for Hawai'i's children (B-8) and their families.*

**A 90 minute session:** \_\_\_\_\_ **FRIDAY** \_\_\_\_\_ **SATURDAY** \_\_\_\_\_ **BOTH DAYS** \_\_\_\_\_ **WILLING TO PRESENT TWICE**

**Primary Presenter** *(Need to Register and Registration Fee Waived)*

Name (as you wish it to appear in conference book) \_\_\_\_\_

Professional Title \_\_\_\_\_

Agency Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

**Additional Presenter** *(Need to Register and Registration Fee Waived)*

Name (as you wish it to appear in conference book) \_\_\_\_\_

Professional Title \_\_\_\_\_

Agency Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

**Additional Presenter** *(Need to Register and Pay Registration Fee)*

Name (as you wish it to appear in conference book) \_\_\_\_\_

Professional Title \_\_\_\_\_

Agency Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

**Please attach a separate sheet for additional presenters.**

**2. Are you currently a registered trainer with Career Access & Navigation of Early Childhood Systems (CANOE) "Trainer Registry"?**

\_\_\_\_\_ **Yes** \_\_\_\_\_ **No, send me a copy of the "Trainer Handbook and Application"**

**PRESENTATION** (LENGTH of PRESENTATION: 90 minutes)

**Title of Presentation:** \_\_\_\_\_

**Synopsis of Presentation:** Please describe the content of this presentation (**limited to 50 words**) as you wish it to be published in the conference book:

#### 4. CLEARLY IDENTIFY THREE (3) LEARNING OBJECTIVES

Please list three objectives of what the participants will gain as a result of attending this presentation, e.g., "By the end of this presentation, the learner will be able to..."

#### 5. ASK (ATTITUDES, SKILLS AND KNOWLEDGE) CORE AREAS

Please check the **ONE** category you would like your presentation listed under in the conference program. The committee reserves the right to change program core areas if it is determined that another category is more appropriate.

- |                                                             |                                                              |
|-------------------------------------------------------------|--------------------------------------------------------------|
| <input type="checkbox"/> Growth and Development (GD)        | <input type="checkbox"/> Relationships and Guidance (RG)     |
| <input type="checkbox"/> Professionalism (PRO)              | <input type="checkbox"/> Learning Environments (ENV)         |
| <input type="checkbox"/> Diversity (DIV)                    | <input type="checkbox"/> Planning Learning Experiences (PLE) |
| <input type="checkbox"/> Observation and Assessment (OA)    | <input type="checkbox"/> Working with Families (WF)          |
| <input type="checkbox"/> Health, Safety and Nutrition (HSN) | <input type="checkbox"/> Program Management (MAN)            |

#### 6. TARGET AUDIENCE

Please check the categories, which best describe your target audience.

- |                                                    |                                                          |
|----------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> Administrators/Principals | <input type="checkbox"/> Teachers: Seasoned              |
| <input type="checkbox"/> Directors                 | <input type="checkbox"/> DOE Teachers: K-3               |
| <input type="checkbox"/> Teachers: New             | <input type="checkbox"/> DOE Teachers: Special Education |
| <input type="checkbox"/> Teachers: Practiced       | <input type="checkbox"/> Family Child Care Providers     |

#### 7. MATERIALS

In an effort to go green, presenters are encouraged to make their materials available electronically. If received before [date], electronic versions of handouts and Power Point presentations will be made available online to all registered participants.

**Hawai'i AEYC will not reimburse for photocopies or shipment of workshop materials to and from the conference.**

#### 8. PRESENTATION SUBMISSION

Please submit this proposal form by email to Hawai'i AEYC at: [haeyc@hawaiihaeyc.org](mailto:haeyc@hawaiihaeyc.org) or mail to:

#### HAWAI'I AEYC

1806 South King Street #30, Honolulu, HI 96826

Phone: (808) 942-4708 Fax: (808) 955-2739 E-mail: [haeyc@hawaiihaeyc.org](mailto:haeyc@hawaiihaeyc.org)

## MAHALO

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