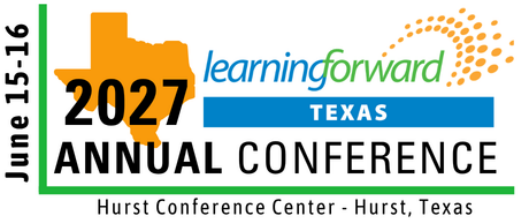
2027 Learning Forward Texas
Conference Proposal Instructions

With appreciation to Learning Forward National

Proposals due November 6, 2026



Instructions

Prior to beginning the proposal submission process:

- Review the Proposal Instructions, Conference learning tracks, the LFTX Presenter Guidelines, and the Call for Proposal Video.
- Review the Proposal Sample Form or Blank Proposal Form Google Doc and the Sample Agenda Planning. (You will be forced to make a copy of some of these Google Docs.)
- Review Learning Forward Standards for Professional Learning.
- After viewing the proposal video and answering the questions on the sample proposal forms, draft your proposal in Word or Google Docs to have a copy of your submission.
- Click the Proposal Application link and follow the prompts to complete the online proposal application.
- Review and edit your application through November 6. Save the confirmation email receipt from **Learning Forward Texas**.

You will be notified before **December 4, 2026**, regarding the status of your proposal.

Thank you, and good luck!

2027 Conference Learning Tracks

- **Culture, Climate and Educator Wellbeing -** Examples **-** Building positive workplace cultures; strengthening relationships and belonging; educator wellbeing; staff engagement and morale; communication and collaboration; creating supportive environments where educators can thrive.
- **Leadership** - Examples - Developing leaders at every level; building instructional leadership capacity; creating leadership pipelines; teacher leadership; leading teams and organizations; strategic planning and decision-making; developing systems and structures that support continuous improvement.
- **Professional Learning Design and Innovative Practices** - Examples - Innovative strategies for engaging adult and student learners; technology and AI applications; differentiated learning; high-impact instructional strategies; learning experience and presentation design; tools and techniques that increase participation, engagement, and application.

Contact Janet Corder, Conference Coordinator, for additional information and questions.
JCorder@LearningForwardTexas.org

- **Teacher Support** - Examples - Coaching and mentoring at every stage of an educator's career; new teacher induction and support; mentor development; coaching strategies and conversations; adult facilitation; collaborative structures; teacher retention; programs and systems that support educator growth.

Submission Tips

1. Prepare a draft of your responses to the questions in the proposal form and save them as a Word file or Google Doc. When ready, cut and paste your responses into the final proposal form.
2. Sessions that include school district/division employees are given priority. We encourage vendors who work with schools to submit presentations with practitioners as co-speakers.
3. Conference sessions are 90 minutes. Sessions should engage participants. To ensure high engagement, the session process outlined in the proposal carries more weight than other criteria in the review process.
4. Our conference aims to foster the organization's beliefs, vision, and mission. All sessions should be designed from a professional learning perspective and align with the conference focus, Learning Forward's Standards for Professional Learning, and Learning Forward's vision: Every student is served by educators who engage in profound, high-impact professional learning daily.

Review Process

Learning Forward Texas staff, the conference committee, and other volunteers review proposals. Reviewers use the proposal scoring criteria below to score and evaluate proposals. We make every effort to have each proposal scored by at least three reviewers.

Scoring Criteria

- To what degree does the proposal address the **Learning Forward Texas** Vision and Professional Learning Standards?
- To what degree does the proposal address how professional learning advances school or district/division improvement, student achievement, and educator performance?
- To what degree does the session proposal outline a process that models the best in adult learning, participant engagement, and clearly delineated session outcomes?
- To what degree does the proposal provide a unique, creative, or innovative solution to **Learning Forward Texas** members and conference attendees?
- To what degree does research and/or evidence-based practice inform the proposal?

Selection Criteria
In addition to reviewer scores, we will use other criteria to select a proposal for the program. The number of submissions in an area of focus or for topics addressed will be considered. Vendor presentations that include a school, district, or educator will be prioritized and could incur an additional cost.

Presenter Requirements

- **Proposal Submissions**
  A speaker may submit or appear as a speaker/co-speaker on two proposals only.
- **Registration**
  All speakers and co-speakers must register for the conference. **Presenters must register during Early Bird Registration** by **February 26, 2027,** to use the speaker discount. Speakers are expected to be learners as well as speakers.
- **Audiovisual Equipment**
  Session rooms will be provided with complimentary wifi and set up with a screen and LCD projector. Speakers are responsible for any other equipment.
- **Handouts or Other Materials**
  After the review process, accepted speakers will be asked to upload files they want to share electronically with participants. Speakers who prefer printed handouts are responsible for reproducing and providing all handouts for participants. All appropriate sources must be cited, and permission, where required, must be obtained with regard to the materials used in the session.
- **Non-Commercial Policy**
  Learning Forward policy prohibits the sale of products and services during conference presentations. Speakers may not display or distribute brochures or order forms, discuss their services, promote themselves, or sell their publications. Referencing or citing a speaker's own publications is acceptable, with prior approval.

Questions?
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