

**CALL FOR PRESENTERS**  
**AASPA'S 74<sup>th</sup> ANNUAL CONFERENCE**  
**"Chicago...is your kind of town"**  
**OCTOBER 31 - NOVEMBER 3, 2012 – CHICAGO, IL**

The Planning Committee of AASPA's 74<sup>th</sup> Annual Conference is seeking presenters on topics of interest to professionals and classified staff who are employed in the area of school personnel administration. Preference will be given to those who offer to present on topics in the general categories below:

- Legal and Legislative Issues
- Evaluation of Certified and Non-Certified Staff
- Creative/Strategic Compensation
- Social Networking
- Recruitment/Retention
- Interviewing for Diversity
- Wellness & Health
- Staff Discipline (Adult Bullying)
- Team Building
- Professional Development
- Using Data in HR



Individuals interested in presenting should provide a resume, completed form and a brief description of the proposed presentation to the AASPA national office by **April 30, 2012**.

Please type or print clearly.

**NAME:** \_\_\_\_\_

**TITLE:** \_\_\_\_\_

**SCHOOL DISTRICT/ORGANIZATION:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY, STATE/PROVINCE, ZIP:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

**TITLE OF PRESENTATION:** \_\_\_\_\_

**NAMES, TITLES, AND COMPANIES OF ADDITIONAL PRESENTERS (in the order to be listed):** \_\_\_\_\_  
\_\_\_\_\_

**EQUIPMENT REQUIRED:**

Please list what audiovisual equipment is needed besides a computer, which regrettably cannot be provided by AASPA.

\_\_\_\_\_  
**SUMMARY:**

Please summarize (maximum of 30 words) your session for reference in the conference program book:

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**NATURE OF CONTENT:**

Will your presentation feature/discuss any commercial entities and/or their products/services? If so, please describe:

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Is the proposed presentation submitted on behalf of a vendor? (Please Circle)      Yes      No  
Will a vendor representative co-present with you? (Please Circle)                      Yes      No

\_\_\_ Check here if you are willing to present this workshop more than once during the conference.

\_\_\_ Check here if you are willing to facilitate clinics during the conference. This includes introducing the speaker, handing out and collecting evaluations and presenting the speaker with a thank you.

**A NOTE FOR OUR BUSINESS PARTNERS:**

AASPA's Clinics are 100% Educational

The purpose of AASPA's clinics at the annual conference is to educate and give attendees ideas to take back and implement in their positions at schools across the globe. Our conference attendee evaluations indicate that attending a vendor presentation where the presentation is the selling of a product does not meet their expectations. Vendors have a wealth of knowledge to contribute and the approved presentations by our vendors must provide knowledge and expertise in the field without mentioning or pushing your product.

The following guidelines must be met to be accepted as a vendor:

1. Sign a statement that you will adhere to the guidelines
2. Present a knowledge based presentation on the general topic without mentioning your product or service
3. You may have contact information to distribute on your power point or in the form of one flyer or business card.

By submitting this presentation, you have consented to this policy.

**PRESENTER ACKNOWLEDGMENT:**

As a presenter, I understand that conference registration, travel and accommodations are my responsibility. AASPA is unable to offer honoraria. If I represent a business entity, I understand that I must have reserved an exhibit booth in order to be considered for a presentation.

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Presenter's Signature \_\_\_\_\_ Date \_\_\_\_\_