

APPROVAL TO ATTEND
REQUEST | ATTENDANCE
JUSTIFICATION

ROCKIES 2024

The 2024 Learning Forward Annual Conference | December 8-11, 2024

REACH NEW HEIGHTS FOR STUDENTS

conference.learningforward.org | #learnfwd24

GAYLORD ROCKIES RESORT & CONVENTION CENTER
DENVER, CO | DECEMBER 8-11, 2024



Save with special
early registration pricing

Reach new heights for students

Education leaders and policy makers will gather to share professional learning expertise focused on creating and sustaining equity and excellence in teaching and learning every day.

Make connections and take home tools and strategies to understand and implement effective professional learning in classrooms, schools, and systems.

This year's annual conference theme is to **Reach New Heights for Students** through evidence-based professional learning best practices and research-driven methodologies that empower classrooms, schools, and districts.

By attending this conference, educators can equip themselves with necessary tools to cultivate a culture of continuous learning and drive meaningful educational reforms.

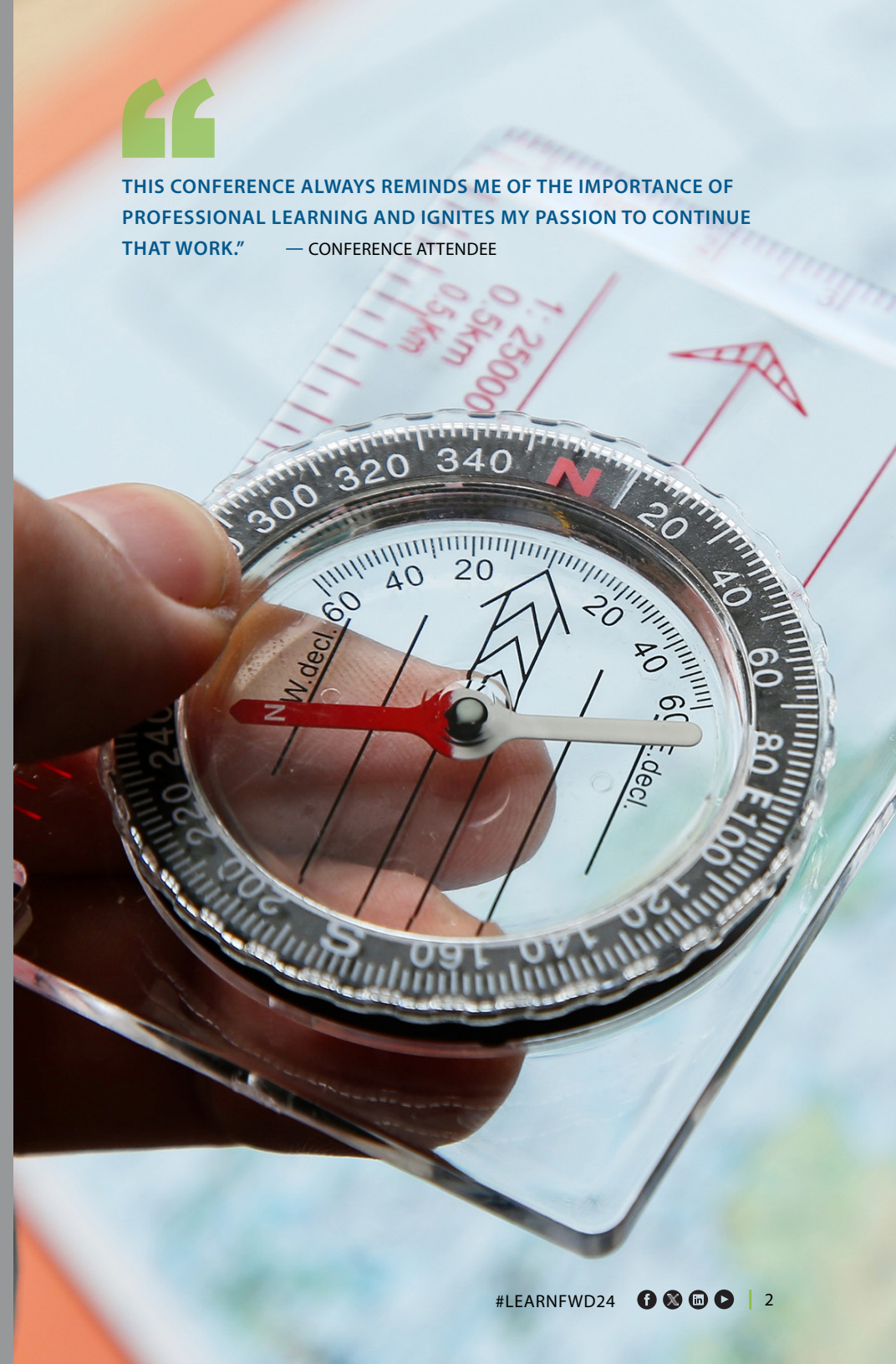
More information at conference.learningforward.org.

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THIS CONFERENCE ALWAYS REMINDS ME OF THE IMPORTANCE OF PROFESSIONAL LEARNING AND IGNITES MY PASSION TO CONTINUE THAT WORK.” — CONFERENCE ATTENDEE



The Learning Conference talking points

1 Explain specifically what you plan to learn by attending the conference and how that will benefit your peers and the students in your school or district.

2 In addition to your personal learning goals, here are other popular reasons to attend:

- Network with other education professionals experiencing similar challenges;
- Stay on top of best practices from leaders in the field;
- Small one-on-one learning experiences, even though at an international conference;
- Take new knowledge and understanding of the latest research back to schools to make change; and
- Experience dynamic, interactive learning experiences that rejuvenate and refresh educators at all levels.

3 Show how you will share the learning with your team and when you return.

- Share session presentations and handouts;
- Write summaries and analyses;
- Create a slideshow presentation or video;
- Utilize technology that you learn about at the conference;
- Model learning strategies you discover;
- Volunteer to host miniworkshops; or
- Plan sharing opportunities across grade levels, subject areas, and schools.

4 Be prepared and proactive

- Plan how to navigate the conference. Learning Forward offers an Overview & First Timers Orientation online. <https://conference.learningforward.org/conference-overview-first-timers-orientation/>
- Share evidence that standards-based professional learning leads to improved student outcomes: standards.learningforward.org/research/
- Book your travel early;
- Ask others at your school if they would want to attend to take advantage of the 10% group discount; and
- Avoid the nonmember registration fee by joining Learning Forward or renewing your Learning Forward membership and bundle four days to save on registration and maximize your conference learning.

Sample letter: Request for approval

Dear Colleague,

I am writing to request approval to attend the Learning Forward Annual Conference this December 8-11.

[Explain specifically what you plan to learn by attending the conference and how that will benefit your peers and the students in your school or district.]

Example: As you know, our professional learning goals this year include developing personalized instruction and data-based program evaluation. Learning Forward's conference is the only place where I can attend multiple sessions on my topics of interest, plus choose from more than 200 other sessions focused on high-quality professional learning.

Here are some other advantages to attending this conference:

- Networking with other educators who are experiencing similar challenges;
- Staying on top of best practices from leaders in the field;
- Seeing first-hand the kinds of dynamic, interactive learning experiences that rejuvenate and refresh educators at all levels.
- Most importantly, conference attendance benefits extend beyond the event, affording me access to a wide array of valuable tools, resources, and journal articles essential for my sustained learning;

[Describe how you plan to share the learning upon your return.]

Upon my return, I plan to share my learning with my team and other staff as needed. I can do so by sharing session presentations, handouts, and written summaries. I can also utilize technology that I learn about, model learning strategies I discover, and host mini workshops across grade levels, subject areas, and schools.

Attending this event will provide me with new research-based strategies I can implement immediately that lead to improvements in student outcomes. This conference not only fits well within our system's strategic priorities, it also fulfills my personal learning goals by unlocking pathways to high-quality professional learning.

Thank you,

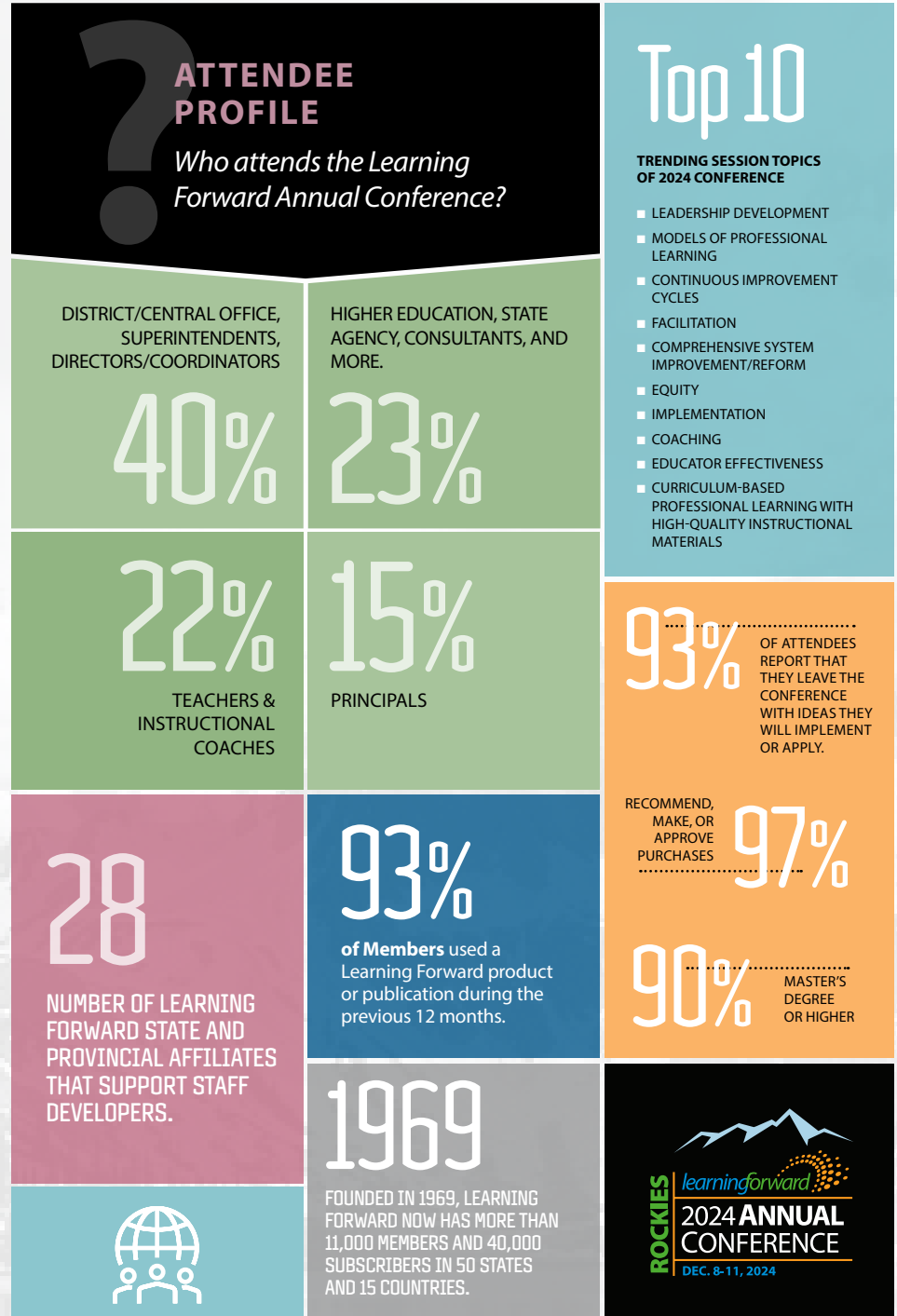
[name]

Benefits to your district

Effective professional learning remains the single most powerful investment a district can make for improving educator effectiveness to increase student achievement.

The conference offers a district's education leaders

- Connections;
- Tools;
- Learning opportunities; and
- Resources needed to design, implement, and measure high-quality professional learning for educator and student success.



Pricing options

REGISTRATION POLICIES AND PROCEDURES

Fees for Sunday include lunch, materials, and program attendance. Fees for Monday and Tuesday include lunch, general session program, morning sessions, afternoon sessions, and materials. Wednesday's fee includes brunch, general session program, morning sessions, and materials.

REGISTRATION DISCOUNTS

Learning Forward members receive discounted registration. Join, renew, or upgrade your membership to attend the conference at the member rate. **Save \$100 with a 4-day registration.** Groups of 10 or more are eligible for a 10% discount. Please call 800-727-7288 to receive a discount code.

Early Registration 7/2 - 11/4		Sunday	Monday	Tuesday	Wednesday
Member		\$381	\$334	\$334	\$282
Non-member		\$481	\$434	\$434	\$382
Regular & Onsite Registration 11/5 - 12/11		Sunday	Monday	Tuesday	Wednesday
Member		\$396	\$349	\$349	\$297
Non-member		\$496	\$449	\$449	\$397

4 WAYS TO REGISTER

1

ONLINE:
conference.learningforward.org

2

MAIL:
Learning Forward
Conference Registration
504 S. Locust Street
Oxford, OH 45056

3

FAX:
513-523-0638

4

SCAN:
office@learningforward.org

REGISTRATIONS ARE ACCEPTED BY MAIL, FAX, SCAN, OR ONLINE. ALL REGISTRATIONS REQUIRE PAYMENT FOR PROCESSING.



HOTEL & TRAVEL INFORMATION

Book now for best availability!

Make your reservations online anytime: conference.learningforward.org/hotel-and-travel

Supporting organizations



Professional Education

UnboundEd



Possible funding sources

As a starting point, ask your school or district if they have money available for professional learning. Often money is left untouched because educators are not aware they can make the request. Provide a strong rationale aligned to building and district goals. Seek out grants from organizations you belong to, including state or provincial education agencies, PTA/PTO, religious institutions, Kiwanis or Rotary Clubs, etc. Additionally, note that high-quality professional development is an allowable activity of Elementary and Secondary School Emergency Relief (ESSER) funds.

■ GrantSelect

is a fee-based online grants-finding resource. Find out if your school or system has a subscription and can make this resource available to you.

<https://www.grantselect.com>

■ Dedicated GrantWatch

researchers and grant associates, publish the newest grants and letters of inquiry (daily) and archive the grants with past funding dates. Government agencies, foundations, and corporations post the details of their funding opportunity for free through their dedicated portal.

<https://www.grantwatch.com/>

■ The NEA Foundation

Learning & Leadership grants support the professional development of National Education Association members.

www.neafoundation.org/for-educators/learning-and-leadership-grants/

■ The National Council of Teachers of Mathematics

Supports PreK-5 math teacher members with materials and registration fees for professional conferences.

www.nctm.org/grants

■ Special Education – State Personnel Development Grants Program

<https://www2.ed.gov/programs/osepsig/index.html>

■ Special Education– Personnel Development to Improve Services and Results for Children with Disabilities

<https://www2.ed.gov/programs/osepprep/index.html>