

**MAKE YOUR CASE TO ATTEND
THE 2019 NAFME NATIONAL CONFERENCE!**

JUSTIFICATION TOOLKIT

**AMPLIFY 2019:
OPENING
DOORS
FOR ALL STUDENTS**

**NAFME NATIONAL
CONFERENCE**

**NOVEMBER 6-10
ORLANDO**

This toolkit includes:

- General tips and talking points
- Sample justification letter to your administrator
- Conference overview flyer



WHY ATTEND?

When proposing you attend the 2019 NAFME National Conference to an administrator, focus on the value that your participation will bring back to your school, program, and students. This year's conference – "Amplify the Future of Music: Opening Doors for All Students" – will allow you to expand your toolkit of ideas, models, and activities, as well as connect with your colleagues from across the nation. Come learn from the best and contribute to amplifying the music education profession.

Five strands are available:

AMPLIFY: CREATIVITY

How do we create a learning environment that supports student voice, creativity, collaboration, and choice—whether via composition, improvisation, in current ensembles, or other pathways for creative musical endeavors?

AMPLIFY: STUDENT ENGAGEMENT

How do we engage all students daily within our classrooms and throughout our school as they create, perform, respond, and connect to music?

AMPLIFY: INSTRUCTION

How do we expand instructional practices to support student ownership, voice, choice, and assessment in a standards-based, high-quality music education?

AMPLIFY: ACCESS

How do we guarantee and expand access to music education for every student in our school sites and classrooms, which could involve parents, administration, and other outside connections?

AMPLIFY: COMMUNITY

How do we successfully create a musical community within in our schools and/or beyond the school walls in urban, rural, or suburban settings?

Additionally, nine Day-Long Learning Experiences will be offered.

In addition to the Amplify strands, attendees can register for a "day-long learning experience." These experiences consist of four sessions presented by a leading practitioner in the content area. Four of the experiences—ukulele, steel drum, hip hop, and gospel choir—will be offered on Friday, November 8. After a day of learning, experience attendees will conclude the day by presenting an "informance" to share what they learned and how they plan to implement this new knowledge in their classroom, and perform a few songs together. The five experiences offered on Saturday, November 9, will be: liberation world drumming, composition in ensembles, songwriting, digital and hybrid music, and social-emotional learning. There is no "informance" component accompanying the Saturday experiences. Registration is required to participate in these sessions. However, attendees without prior registration are welcome to observe.

Furthermore, attendees will learn from their peers during the second annual showcase.

AMPLIFY INSPIRATION SHOWCASE

In addition to the Amplify themes, there will be a showcase of research and quality classroom practice in an informal, "poster session" format.

To demonstrate the reasons for attending the 2019 NAFME National Conference, here are some suggested takeaways to share with administrators:

- You will return with innovative, new standards-based teaching strategies to use in your classroom and to share with other teachers, students, and parents.
- You will earn **15 contact hours** of professional development for attending the conference.
- You can earn **additional contact hours** by attending one of the pre-conference Forums.
- You will meet with fellow music educators, and have dedicated time to network and learn best practices through the Amplify Inspiration Showcase, or "poster session," featuring 38 educators from across the United States and around the world.
- You will have access to 50 exhibitors and sponsors who will provide new and innovative musical instruments, materials, and equipment for you to test drive on behalf of your district and your music colleagues.

PLANNING AHEAD

As you prepare to ask for support from an administrator, make certain you have your plans in place and information ready to go. Pieces to consider sharing with your administrator as you ask to attend the conference include:

- 1. Overview of the conference.** You can use the one-pager included at the end of this toolkit to share general information on the conference with your administrator.
- 2. Identify the content in which you are most interested.** Which Amplify strand or day-long learning experience will you attend? And why? What value will this learning bring back to your classroom and your school?
 - a. Being able to speak to the content and how it connects directly back to your professional growth and work is vital to convincing your administrator of the value this conference brings to you, your classroom, and your school.
 - b. You may want to print out the descriptions for the sessions you wish to attend to review with your administrator.
- 3. Estimated cost for attending the conference: \$_____**
 - a. Do you know the entirety of the cost for sending you to the conference? This should include travel (airfare, taxi, car), lodging, registration, and an estimate of meal costs. The conference registration will include the following meals: Thursday, Friday, and Saturday evening receptions. Coffee and tea will be provided on Friday and Saturday. Cash lunch concessions will be available for purchase on Friday and Saturday.
 - b. Keep in mind how you can save here. Would you be willing to share a room?
- 4. Lesson plans that are ready for a substitute,** including a non-music educator substitute.
 - a. Do you have lesson plans ready to go for all of your classes and/or ensembles?
 - b. Do you have lesson plans that can work for a non-music educator substitute as well as a music teacher if you are fortunate enough to have one?
- 5. Your plan to share when you return to your school.**
 - a. How will you share your newfound information with your colleagues? Do you have a Professional Learning Community in your district, so you can share with your fellow music educators?
 - b. Does your school expect a written report? Having a timeline and ideas on how you will share what you've learned shows how the district will receive value in sending you to the conference.

On the following pages is a sample of a letter you can provide to your supervisor explaining the importance of your attendance at the conference and the benefits of your attendance to your school and district. Please feel free to edit the letter to best meet your needs and interest areas.

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Dear _____,

I am requesting your permission to attend the National Association for Music Education (NAfME) National Conference in Orlando, Florida, November 6-10, 2019. This conference will provide me with a focused professional development opportunity geared toward my needs and interest areas. I have selected the following sessions to attend during the conference:

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DAY-LONG LEARNING EXPERIENCES

I would like to attend a day-long learning experience where I will learn how to teach a new kind of music and/or research about the social-emotional impact of music in my classroom. The day-long learning experience I would like to attend is: _____. Seating is limited for these experiences, so I appreciate your timely support of my professional development request.

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The sessions I have selected will help me expand my teaching techniques, offer new ideas and knowledge to better educate the students at our school, and provide information on how to incorporate the 2014 Music Standards into the lessons I teach. I will earn 15 hours of focused professional development across a range of topics in music education by attending this conference. This conference will include sponsored sessions by exhibitors, where I can try out new and innovative products for the music classroom, as well as a showcase, or "poster session," where I will learn from dozens of music educators from across the United States and around the world.

In addition, I am interested in attending the _____ pre-conference Forum offered on November 6-7. This Forum will allow me to further my leadership skills, supporting my career goal of serving in a leadership capacity within my school district or state music education organization.

I have included a detailed cost breakdown of the conference as well as more information about this conference for you to review. I estimate the total cost of the conference will be \$_____.

Thank you for taking the time to consider my request. I look forward to hearing from you and to representing our district at the 2019 National Association for Music Education National Conference in Orlando, Florida, November 6-10.

Sincerely,

AMPLIFY 2019: OPENING DOORS FOR ALL STUDENTS

Conference attendees will receive 15 hours of professional development for attending an Amplify strand at the National Conference, and additional professional development hours if they choose to attend one of the pre-conference Forums.

EMERGING LEADERS FORUM November 6–7

This forum seeks to unite individuals interested in taking the step to serve as a leader within NAFME and its affiliate music education association structure. Young professionals, teachers returning to the field, and established teachers will all walk away feeling empowered to join the ranks of those who came before and those currently working to ensure a bright future in music education.

MUSIC PROGRAM LEADERS FORUM November 6–7

This forum will provide relevant professional development for music program leaders and district arts coordinators working in the K-12 school setting, aimed at establishing and growing networks of collegial support for those in the profession. This forum is geared for those in administrative roles, built with insights and models from your colleagues—music program leaders.

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Don't miss powerful sessions, rousing student performances, and the chance to connect with music educators from around the nation! Our 2019 theme, "Amplify the Future of Music: Opening Doors for All Students," features these five strands:

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nationalconference.nafme.org
800-336-3768
memberservices@nafme.org