

MAKE YOUR CASE TO ATTEND
THE 2020 NAFME NATIONAL CONFERENCE

JUSTIFICATION TOOLKIT

AMPLIFY 2020:

— BRINGING —

— THE —

FUTURE

— INTO —

FOCUS

NOVEMBER 4-8 | 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 2020 NAFME National Conference to an administrator, focus on the value your participation will bring back to your school, your students, and your local community of music educators. This year's conference – **Amplify 2020: Bringing the Future into Focus** – will allow you to expand your toolkit of ideas, models, and activities, as well as connect with your colleagues from around the world. Come learn from your trusted colleagues and contribute to amplifying our profession.

Six strands are available:

AMPLIFY: CHANGE

What is needed to advocate, collect data, and influence decision-makers? How do technological, societal, educational, and professional expectations for teachers in the classroom influence the profession and student learning?

AMPLIFY: MUSIC FOR LIFE

What role can schools and music educators play in creating a music-centered community that fosters lifelong music-makers?

AMPLIFY: ALL MUSIC, ALL STUDENTS

How does music education reach all students, those currently in music classrooms and those who are not?

AMPLIFY: CREATING AND RESPONDING

What can music educators do in their classrooms to engage reflection, creativity, and critical thinking, that ensures lifelong music-making?

AMPLIFY: STUDENT-CENTERED LEARNING

How do we co-create music education experiences with students while maintaining rigor and relevance?

AMPLIFY: URBAN and RURAL MUSIC EDUCATION

How do music educators in urban and rural settings support, educate, and meet the needs of all students given varying environments?

AMPLIFY INSPIRATION SHOWCASE

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

WHY ATTEND?

Day-Long Learning Experiences:

In addition to the Amplify strands, you may register for a “day-long learning experience” designed to give you the opportunity to focus on one topic for deeper learning and understanding. These experiences consist of sessions presented by a leading practitioner in a specific content area. Some experiences will conclude with an “informance” in which participants can share what they’ve learned and how they plan to implement this new knowledge in the classroom, and the performance of music learned during the day-long learning experience. Registration is required to participate; attendees without prior registration are welcome to observe.

Research Focus:

For the first time in more than a decade, the NAFME Music Research and Teacher Education biennial conference will occur side-by-side with the PreK–12 content listed on page 2. As a conference attendee, you are invited to attend any of the research sessions that interest you and connect with your classroom. You can encounter the latest findings in traditional research presentations as well as in a series of open forums, symposia, and presentations by key national music education researchers and respected voices, as well as research poster sessions.

To demonstrate the reasons for attending the 2020 NAFME National Conference, here are some suggested takeaways to share with administrators:

- You will return with innovative, standards-based teaching strategies to use in your classroom and to share with other educators, students, and parents.
- You will have access to the Music Research and Teacher Education conference, featuring three days of research reports, discussions, and poster sessions. Learn how this research impacts the learning going on in your music classroom.
- You will earn **17 contact hours** of professional development for attending the conference.
- You can earn **additional contact hours** by attending one of the pre-conference Forums.
 - Emerging Leaders
 - Young Professionals
 - Music Program Leaders
- You will meet with fellow music educators and have dedicated time to network and learn proven practices through the Amplify Inspiration Showcase, featuring educators from across the United States and around the world.
- You will have access to numerous exhibitors and sponsors who will provide new and innovative resources, materials, and equipment for you to test drive on behalf of your school district and your colleagues.

PLANNING AHEAD

As you prepare to ask for support from your administration, make certain you have 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 flyer 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? What research sessions speak to you and connect with your classroom? What value will this learning bring back to your classroom and your school?
 - 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.
 - 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: \$_____**
 - 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.
 - Keep in mind how you can save here. Would you be willing to share a room?
 - The conference registration will include evening events with a happy hour and heavy hors d'oeuvres on Thursday, Friday, and Saturday. Coffee and tea will be provided on Friday and Saturday mornings.
 - Cash lunch concessions will be available for purchase on Friday and Saturday.
- 4. Lesson plans that are ready for a substitute, including a non-music educator substitute.**
 - Do you have lesson plans ready to go for all your classes and/or ensembles?
 - 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 and justifying travel to the conference.**
 - Be ready to speak to why the conference is important, and that you will be a safe and healthy traveler as you attend this gathering of music educators. Coronavirus issues are impacting events at the date of this publication (March 2020); NAFME intends to present the national conference as scheduled and is working with our conference site to ensure a safe meeting environment. Your administrator may want to know how you plan to stay healthy and make the most of this conference. See the [NAfME COVID-19 Resources page \(nafme.org/covid-19\)](https://nafme.org/covid-19) for helpful information and updates.
 - 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?
 - Does your school expect a written report? Having a timeline and ideas on how you will share what you have learned shows how the district will receive value from sending you to the conference.

On the following pages you will find a sample letter you can provide to your supervisor explaining the importance of your attendance at the conference. 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 2020 National Association for Music Education (NAfME) National Conference in Orlando, Florida, November 4-8, 2020. This conference will provide me with a focused professional development opportunity geared toward my needs and interests as a music specialist. I have selected the following sessions to attend during the conference:

AMPLIFY: CHANGE

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DAY-LONG LEARNING EXPERIENCES

I will attend the following day-long learning experience(s):

RESEARCH SESSIONS

I will attend the following research sessions or research poster sessions offered by higher education faculty and focused on these areas of interest for my classroom:

The sessions I have selected will help me expand my teaching techniques, connect my teaching to the latest understandings offered by research in music education, 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 content I deliver. I will earn 17 hours of focused professional development across a range of topics in music education by attending this conference.

Additionally, the conference will include sponsored sessions by exhibitors, where I will have the opportunity to try out new and innovative products for the music classroom, as well as an "Inspiration Showcase," 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 4-5. This Forum will allow me to further my leadership skills, supporting my career goal of serving in a leadership capacity within my school district and various music education organizations.

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

Thank you for considering my request. I look forward to hearing from you and representing our district at the 2020 National Association for Music Education National Conference in Orlando, Florida, November 4-8.

Sincerely,

RESEARCH FOCUS

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Attendees will receive 17 hours of professional development for attending the National Conference, as well as additional professional development hours if you attend one of the pre-conference Forums.

EMERGING LEADERS FORUM November 4–5

Leadership can happen in your school, district, state associations, or national associations. Participants in this forum will learn about leadership characteristics, leading others, working with all types of personalities, influencing and leading through change, empowering others to engage with you, leading from the middle, and organizational and communication skills. Learn how to embrace and encourage diversity as you interact with other professionals in your field. We invite people of all ages and backgrounds to attend.

MUSIC PROGRAM LEADERS FORUM November 4–5

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.

YOUNG PROFESSIONALS FORUM November 4–5

As professional music educators, we have responsibilities to establish environments and infrastructures that support quality music learning for all students. This requires us to work off the podium in a number differing capacities. Some of these include roles as booking agents, contractors, accountants, counselors, procurement agents, stage managers, grant writers, and advocates. Most often, these roles occur simultaneously, and the effective professional music educator has developed systems that help them to manage these roles without diminishing their capacities as teacher, conductor, pedagogue, and musician. This forum will explore means to develop necessary skills and understandings to manage the various roles required of professional music educators.

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BRINGING THE FUTURE INTO FOCUS



Don't miss powerful sessions, rousing student performances, and the chance to connect with music educators from across the United States and around the world! Our 2020 theme, "Bringing the Future into Focus," features these six strands and day-long learning experiences:

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AMPLIFY INSPIRATION SHOWCASE

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

All attendees receive a print copy of
*Vision 2020: The Housewright
Symposium on the Future of Music
Education!*