

**MAKE YOUR CASE TO ATTEND
THE 2022 NAFME NATIONAL CONFERENCE!**

JUSTIFICATION TOOLKIT



NAfME is ME!

**2022
NATIONAL CONFERENCE**

NOVEMBER 2-6

National Capital Area

National Association *for* Music Education

This toolkit includes:

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



All registered participants, attendees, vendors and guests of the 2022 NAFME National Conference are required to be fully vaccinated for COVID-19. Medical or religious exemptions may be requested. Please review our policy.

WHY ATTEND?

The 2022 NAfME National Conference is the premier national event fostering and facilitating collaboration between music education practitioners, researchers, and program leaders across the spectrum of PreK-12 and higher education. The 2022 conference combines three NAfME events: the NAfME Biennial Music Research and Teacher Education Conference, the NAfME National PreK-12 Conference, and the NAfME All-National Honor Ensembles.

When proposing you attend the 2022 NAfME National Conference to an administrator, focus on the value that your participation will bring back to your school, program, and students. The conference features more than 300 sessions focused on the latest research, research into practice applications, and innovative practical strategies for effective, impactful music education. The theme of the 2022 NAfME Conference is **NAfME is ME!**. NAfME is Music Education, a vibrant, diverse community of music educators. **NAfME is ME!** is the unique, valuable contributions, perspectives, and participation that all NAfME members embody every day at the local, state, and national level.

This year's conference 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.

Schedule Overview:

- November 3-6: All-National Honor Ensembles, final concerts November 5-6
- November 2-3: Music Program Leaders Forum
- November 3: Emerging Leaders Forum
- November 3: Collegiate Forum
- November 3-5: 2022 NAfME National Conference
 - Keynote/plenary sessions, featured sessions, and hundreds of peer-reviewed presentation and poster sessions
- Young Composers Concert, which will feature the winners of the 2022 NAfME Composition Competitions

To demonstrate the reasons for attending the 2022 NAfME National Conference, here are some suggested take-aways 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 featured sessions and hundreds of peer-reviewed presentations and poster sessions showcasing 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 conference website (bit.ly/NAfME2022) to share general information on the conference with your administrator.
2. **Identify the content in which you are most interested.** Which sessions 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.
 - 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.

Dear _____,

I am requesting your permission to attend the National Association for Music Education (NAfME) National Conference in National Harbor, Maryland, November 2-6, 2022. 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:

[list 7-10 sessions, with their descriptions and what you expect to learn from the experience]

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

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. The NAfME National Conference will include: groundbreaking research-based concepts that are immediately applicable to my music classroom; sponsored sessions by leaders in the music education industry where I can try out new and innovative teaching methods and products; and poster sessions where I will learn from hundreds 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 2-3. 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 2022 National Association for Music Education National Conference in National Harbor, Maryland, November 2-6.

Sincerely,

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

EMERGING LEADERS FORUM

November 3

Are you interested in growing as a leader? Do you want to learn more about leadership in music education? Are you looking to sharpen your leadership skills and practices in the wake of the pandemic? Then this forum is for you! Leadership can happen in your school, district, state associations, or national associations. Participants in this forum will learn about leadership characteristics and effective practices, pathways to leadership, working with many types of personalities, influencing and leading through change, organizational and communication skills, and creating a vision. This year's forum will be led by several renowned leaders who served as National Presidents of NAFME/MENC. As you interact with these music education leaders and other professionals in your field, you are sure to leave inspired to continue your own leadership journey. We invite all ages and backgrounds to attend.

MUSIC PROGRAM LEADERS FORUM

November 2–3

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.

The **Music Program Leaders** Forum will address:

- recruitment/retention of a diverse teacher pool
- equity, access, and inclusion
- culturally responsive practices
- teacher evaluation
- leading in times of change and transformation

COLLEGIATE FORUM

November 3

NAFME COLLEGIATE PRE-CON

These pre-conference sessions will be focused on preparing Collegiate music education students to get the most benefit from their degree and to make a successful transition to the classroom. Dynamic presenters will provide interactive sessions to support and engage future music educators.

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#NAfME2022

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RESEARCH FOCUS

For the first time in more than a decade, the NAFME Music Research and Teacher Education biennial conference will occur in-person side-by-side with the PreK–12 conference. 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.

Attendees will receive 15 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.

Make your plans now to attend the 2022 NAFME National Conference—back in person this fall!

Register today: bit.ly/NAfME2022

memberservices@nafme.org
800-336-3768

