

VPSC Consortium June 2009 Conference Planning Worksheet

Career Academy Conference June 16-18, Trade Winds, St. Pete Beach

Background: Polk County's Voluntary Public School Choice Grant has allocated funds to pay for two representatives for each of the nine partnering districts to attend the June conference at St. Pete Beach. We anticipate having general sessions, break-out sessions, and shorter roundtable sharing opportunities. We see this as a great opportunity to share ideas and best practices across districts. We are open to all conference suggestions and need your help in collecting information to finalize the agenda.

Directions: The form below on this page and the one beginning on page 2 ask for information critical to conference planning. Please complete and return to Brian Warren (brian.warren@polk-fl.net) no later than May 11, 2009.

Form #1

Form #1 requests names and contact information for the individuals who will be attending the conference.

School Level	Name	District	Position	Phone	Email
Elementary					
Secondary					

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Form #2

Form #2 lists topics of interest to district and school personnel who are implementing choice programs. For each item, please complete the following:

1. Beside each topic, put an "X" in the box under the number that indicates the level of need in your district for information/best practices related to this issue. How big an issue has this been in the successful implementation of choice programs in your schools?
2. If you have a school or district-based presenter who will be at the conference (or who could visit to present a session) and who would be a powerful consortium resource for information and best practices regarding the topic, please list the following:
 - a. person's name
 - b. email and phone contact information
 - c. an "X" in the appropriate box to indicate the session type that will best fit the presentation with types as defined below:
 - i. General session—a session that would benefit all academy participants and could be expected to have 36 attendees.
 - ii. Break-out session—a session that could last as long as 90 minutes and would likely appeal to up to one third of attendees.
 - iii. Roundtable session—a best practice that can be shared in 15-20 minutes and would be presented up to three times within a 60-90 minute window as attendees move every 20 minutes from one session to the next.
 - d. An "X" in the box to indicate the most likely audience. You may mark more than one.
3. In the extra boxes at the bottom of the form, please list additional topics of interest to your district. For each topic added, mark the level of need and complete information regarding a presenter if that is applicable.

Topic	Level of Need in my District for Information/Best Practices									Contact from my District who could Provide Best Practice related to Topic (if applicable)							
	Low				High								<i>Ideal Format for This Presenter</i>			<i>Target Audience</i>	
	1	2	3	4	5	6	7	8	9	Name	Email & Phone	General	Break-Out	Roundtable	All	District	School
Marketing Strategies																	
Technology in the Classroom																	
Electronic Parent Communication																	
Program																	

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	Low									High				Ideal Format for This Presenter			Target Audience		
	1	2	3	4	5	6	7	8	9	Name	Email & Phone	General	Break-Out	Roundtable	All	District	School		
Implementation																			
Multiple Learning Styles																			
Making Curriculum Relevant																			
Creating Meaningful Articulation Agreements and Programs of Study																			
Implementing Personalized Student Advisement with Participation of Parents																			
School-based Enterprises																			
Marketing Choice Programs across the District/Region																			
Managing Recruitment & Application Processes																			
Evaluating Academy Effectiveness																			
Other:																			

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	Low									High				<i>Ideal Format for This Presenter</i>			<i>Target Audience</i>	
	1	2	3	4	5	6	7	8	9	Name	Email & Phone	General	Break-Out	Roundtable	All	District	School	
Other:																		
Other:																		
Other:																		
Other:																		
Other:																		