



Call for Proposals Guide

The [AMLE24 Call for Proposals](#) is now open! This guide outlines information you'll need to submit your presentation proposal.

AMLE24 will be held November 6-9, 2024 at the Gaylord Opryland Resort & Convention Center in Nashville, TN. Presentations will be held November 7-9. Due to the high volume of sessions, presenters should be prepared to present on any of these three dates as we are unable to guarantee specific presentation time requests.

Please note that all presenters are required to register for AMLE24 by August 25, 2024. A discounted registration rate will be offered to presenters upon acceptance. AMLE does not cover any additional costs such as travel and housing.

Call for Proposals Important Dates

- **March 5, 2024:** Submissions Portal Opens
- **April 19, 2024:** Submissions Portal Closes
- **May 10, 2024:** Presenters Notified of Proposal Decisions
- **August 25, 2024:** Presenter Registration Deadline

Steps to Submit a Proposal

1. **Review the AMLE24 Session Selection Grading Criteria**, included below, to increase your chances of submitting an exemplary proposal.
2. **Draft your proposal.** The submission form does not spell check or display a character count. We recommend you complete your session proposal using the below AMLE24 Proposal Checklist in a separate document and cut/paste into the appropriate sections before submitting. Your submission will be rejected by the system if you exceed the character limit for any field!
3. **Submit your proposal by midnight Eastern Standard Time on April 19, 2024.** Late submissions will not be accepted.

AMLE24 Session Selection Grading Criteria

The purpose of the AMLE Annual Conference is to create a space where educators from around the world can engage in dialogue, learning, and exploration of topics critical to the education of students aged 10-15. We are particularly interested in sessions that include practical, hands-on solutions and research-based presentations. The below criteria help AMLE determine if a presentation should be included at AMLE24:

- Is the content important/relevant or innovative/new to middle level education?
- Are the learning objectives clear, relevant, and realistic?
- Is the presentation proposal based in middle level education research and best practice/aligned with The Successful Middle School: This We Believe?
- Is the presentation formatted such that it will be engaging and effective?
- Expected session attendance.

- General comments about the session proposal that will assist in the selection process, or that is not adequately captured by the scoring rubric.

AMLE24 Proposal Checklist

REMINDER: The submission form does not spell check or display a character count. We recommend you complete your session proposal in a document and cut/paste into the appropriate sections before submitting. Your submission will be rejected by the system if you exceed the character limit for any field! **Character count limits include spaces.**

- **Prior Presenting Experience:** 1,000 characters or less
- **Session Title:** 90 characters or less
- **Session Format:** Select your preferred presentation format - more details on presentation formats can be [found here](#). There are limited positions available for some session formats, concurrent sessions in particular. If you are not selected for your preferred format, you will be asked to check the box(es) next to the other formats for which you would like your session considered.
 - Concurrent Session
 - Snapshot Poster
 - Spark and Tell
 - Panel Session
 - Speed Learning Session
- **AMLE24 Special Strands:** AMLE24's [Five Conference Strands](#) highlight trending topics and help attendees navigate the plethora of conference offerings. Please identify which strand, if any, align with your session. Your session may not align with a track and may be better captured by a topic category.
 - Early Career Educators
 - Equity in Middle Grades Education
 - Leading from the Middle
 - The Changing Young Adolescent
 - The Teacher Leader
- **Session Description** Please type the description of your presentation that you wish to appear in the conference programming. Session descriptions should be in paragraph form (not bullet point). 500 characters or less.
- **Does Your Presentation Promote a Specific Product or Program?** If so, please provide the name of the product or program.
- **Session Objectives:** Please provide the objectives of your presentation. 500 characters or less.
- **Engagement and Connection:** Please type the engagement and connection activities with attendees that will be incorporated into this session. 500 characters or less.
- **Innovation and Alignment:** How does the session promote innovative and reimagined learning approaches aligned with middle grades best practices? Provide research that supports your presentation. 500 characters or less.

- **Topics:** Select up to three topics that are specifically applicable to your presentation.
 - Active Learning
 - Advisory/Advocacy
 - Assessment *formative and summative
 - At-Risk/RTI
 - Bullying/School Safety
 - Classroom Management
 - Common Core State Standards
 - Curriculum
 - Differentiated Instruction
 - Diversity and Social Equity
 - ELL/ESL/ESOL
 - Family and Community
 - Health/Wellness/Guidance
 - Inspiration
 - Language Arts and Literacy
 - Leadership
 - LGBTQ
 - Middle School Concept
 - Math
 - Organizational Structures
 - Project Based Learning/PBL
 - Professional Development
 - Professional Preparation
 - Research
 - School Culture/Climate
 - Science
 - Social Studies
 - Special Education/Inclusion
 - Social Emotional Learning/SEL
 - STEM/STEAM
 - Student Leadership
 - Teaching
 - Teaming
 - Technology
 - Transitions to/from Middle School
 - Trauma-informed Classroom
 - Young Adolescent Brain
 - Young Adolescent Development

- **Audience:** Limit your selection of audiences to those
 - Administrators
 - Community Leaders
 - Counselors
 - District Personnel
 - Parents and Caregivers
 - Consultants
 - Principals
 - Media Specialists/Librarians
 - Teachers
 - Team Leaders
 - Researchers
 - University/College Educators
 - Pre-Service and Early Career Teachers

- Technical Coordinators
- **The Successful Middle School:** Please indicate which of the **18 Characteristics of a Successful Middle School** your presentation addresses.

Questions?

Please contact Helen Polansky at hpolansky@amle.org with any questions about the AMLE24 Call for Proposals.