

## **MEMORANDUM**

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**TO:** District Superintendent, Board Chair, and member contacts

**FROM:** Gwen Hampton, SCSBA Director of Leadership Development

**DATE:** August 20, 2024

**SUBJECT: 2025 Annual Convention – Breakout Presentations**

SCSBA is accepting proposals to present a breakout session at the Association’s 2025 Annual Convention scheduled for February 21-23, 2025, at Kingston Resorts, Myrtle Beach, SC. Presenting at SCSBA’s Annual Convention is the ideal way to share your vision about programs that feature strategies and techniques school boards can use to energize their districts, inspire change, and advance student achievement.

This intensive learning and networking experience is designed to prepare local school boards for their growing responsibilities in the future of education and to advance the quality of education through increased community involvement and understanding of the educational process. To help create an exceptional learning experience, please review the following guidelines, and submit your proposal by **October 1, 2024**.

### ***GUIDELINES***

Proposals must be consistent with the core responsibility of boards of education - setting education policy for school districts.

Only school board members, school district personnel and approved education groups are eligible to submit a convention proposal.

Your proposal must be COMPLETE to be considered.

Your district/organization must agree to pay all expenses for presenter(s). SCSBA CANNOT pay mileage, hotel or any other expenses.

Presenters for the district/organization are responsible for the convention registration fee if attending the entire convention.

Presenters attending their presentation only will NOT be charged a convention registration fee.

Presenters must provide sufficient copies of any handouts. SCSBA will provide information on the number of copies needed. SCSBA will post handouts on the website if provided in advance by the presenter.

All districts are limited to two proposals each.

### ***SUBMISSION PROCESS***

Presentation proposals must be submitted through the [2025 SCSBA Annual Convention Breakout Presenter Request for Proposals](#) link. Once you start the process, you must complete the application in one sitting. You will not be able to save and return to your form later.

- The deadline to submit a proposal is **October 1, 2024**. Official invitations to present a breakout session at the convention will be issued in November.

### ***CONFERENCE TOPICS***

SCSBA is seeking presentations related to the following topics:

- *School Finance*
- *School Wellness and Safety*
- *School Board Governance & Leadership*
- *School Board Advocacy*
- *Student Achievement*
- *AI in Education*
- *Stakeholder and Community Engagement*

### ***EXPENSES AND LOGISTICS***

- SCSBA does not pay honorariums or travel expenses for breakout session presenters. We hope the intangible benefits of being a part of our programming make your efforts worthwhile.
- SCSBA requires its presenters to adhere to conference timelines. Presentations and supplementary handout materials are due to SCSBA by **February 10, 2025**, for posting on our website.

### ***BEGIN THE PROCESS***

Breakout sessions will take place on Friday, February 21, and Saturday, February 22. If selected, SCSBA staff will contact you with the assigned presentation date and time. Most breakout sessions are 60 minutes, and some sessions may be asked to repeat.

Please contact Ashleigh Hankwitz at [ahankwitz@scsba.org](mailto:ahankwitz@scsba.org) if you have any questions. For more detailed information visit the [Annual Convention](#) webpage.

We look forward to reviewing your district programs!