

# 2024 AEP Annual Convening

## CALL FOR BREAKOUT SESSION PROPOSALS

The Arts Education Partnership (AEP) and Education Commission of the States (ECS) invite you to submit a proposal to share your work during a breakout session at the 2024 Annual Convening, **to be held in person from Sept. 12-13**. Breakout sessions will focus on exploring programs and ideas to help arts and education leaders build their leadership capacity.

AEP will accept breakout session proposals through the [online submission form](#) for the 2024 Annual Convening until **Friday, April 26 at 5 p.m. PDT**. For questions or additional information, please email [Mary Dell'Erba](#).

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## Submission Checklist

- Session Title
- Session Description
- Session Objectives
- Host and Speaker Information
- Session Plan Questions 1-5

## Important Dates

**March 20:** Call for proposals announced

**April 10:** Optional proposal workshop with AEP ([Click here](#) to register for this session)

**April 26:** Deadline for submission

**June 7:** Breakout session hosts notified

**July 17 or 18:** Breakout session host meetings with AEP

**August 30:** Deadline for slides and supplemental materials to be added to the event app

**September 5:** Final host ready meeting

**September 12-13:** AEP Annual Convening

## About the 2024 AEP Annual Convening

Arts and education leaders will convene in Pittsburgh, Pennsylvania from **Sept. 12-13** to celebrate arts education and to ask bold questions to advance our collective work. The Annual Convening is a two-day event that brings together people from across the country to network and learn about what's happening in arts education. AEP defines arts education to include dance, folk and traditional arts, media arts, Native and Indigenous arts, music, theatre and visual arts that take place in school and community settings at all hours of the day.

We envision this year's event as an opportunity to focus on exploring ideas rather than sharing information. Our partners and affiliates are eager to move, make and connect, not sit and listen.

### AEP's Commitment to Creating a Welcoming Event

AEP believes that everyone working in arts education has knowledge to share. We are actively trying to increase the visibility, accessibility and representation of those in the field, specifically populations historically and presently underrepresented, including Black, Brown, Indigenous and Asian people (BBIA); people with physical or mental disabilities; people with marginalized gender or sexual identities; and youth. Our goal is to create an inclusive environment where diverse voices are represented and honored, in service of the needs and diversity of learners we all serve.

To support this commitment, AEP will prioritize sessions that include at least one speaker who has not previously presented at an AEP event and brings a diverse perspective to the field.

In addition, prior to the proposal deadline, AEP will host an optional [proposal workshop](#) on **Wednesday, April 10 from 3-4 p.m. EDT** to provide tips

on creating a strong proposal and help develop ideas into a full proposal. AEP will also waive registration costs for all session hosts.

## About the Audience

The Annual Convening's primary audience includes leaders from the arts, education, business, research, cultural, government and philanthropic sectors. AEP defines "leaders" broadly, from people who have leadership roles — in name and in practice — in arts and education spaces to people who share the priority that all learners receive a high-quality arts education. The following list offers examples of those who have attended other AEP gatherings:

- AEP and ECS [partners](#) and [affiliates](#)
- Advocates and arts activists
- Business leaders
- Community leaders
- Educators, including certified teachers, administrators, community artists, teaching artists, higher education faculty and members of arts and cultural institutions who facilitate learning
- Families and caregivers
- Policymakers
- Private and public funders
- Researchers
- Service organizations

## Priority Content Areas

AEP's partners and affiliates provided feedback on topical content areas via a survey in early 2024. The examples included are shared in the spirit of generating ideas that are aligned with questions from the field, and not to limit potential sessions. AEP will consider other session proposals that are not specific to these topics or examples.

- **Advancing diversity, equity, inclusion and access** in arts education, specifically related to organizational change; redefining quality through the lens of equity, inclusion and justice; and incorporating indigenous knowledge, decolonizing curricula and liberatory practices.

Examples might include:

- DEIA principals in research
- Supporting English learner students
- Universal Design for Learning
- Personalized, competency-based learning

- **Collective impact and engagement** across the arts education ecosystem, including cross-sector leadership at all levels.

Examples might include:

- The impact of teaching artists on the creative economy and community engagement
  - Building sustainable and efficient partnerships between arts partners and schools/education systems
  - Strategic planning strategies for schools and organizations
- Tactical **policy and systems change** efforts to advance arts education, specifically related to funding arts education at all levels and engaging youth leaders.

Examples might include:

- Addressing discrepancies between policy adoption and implementation
  - Divisive concept laws/subject matter restrictions and the impact on arts education
  - Funding
- **The future of arts education**, including new models for delivering instruction, a renewed focus on test scores in general education and the role of the arts in healing and expression.

Examples might include:

- How artificial intelligence can be used in the classroom or how organizations can use AI to improve efficiency
  - STEAM education and integrating technology into the classroom to create learning experiences that hold up in an ever-changing landscape
- **Recruiting, retaining and supporting a diverse educator workforce** that includes classroom arts teachers, general education teachers and teaching artists.

Examples might include:

- Supports and training for teaching artists
- Addressing declines in licensure preparation programs and supporting student access to licensed educators

## General Guidelines for Breakout Sessions

- All sessions must have a designated **session organizer**. The session organizer is responsible for submitting the breakout session form, coordinating with hosts, keeping AEP staff informed of any changes or challenges and meeting deadlines for submitting information.

- AEP will accept breakout session proposals through the [online submission form only](#). AEP will not accept proposals submitted in another format, including via email, to maintain a fair review process. AEP may be able to accommodate proposals submitted in another format (such as video) on a case-by-case basis. Please reach out to [Mary Dell'Erba](#) to discuss options.
- Breakout sessions are limited to **3 hosts**, including the session organizer. Reviewers will give preference to proposals that feature first-time hosts.
- AEP will notify session organizers about their proposal by **June 7**.
- Pre- and post-event survey results indicate that attendees are most interested in sessions that actively engage participation, incorporate opportunities for dialogue, make meaningful connections to next steps and allow opportunities for networking. Attendees are less interested in sessions that are focused on selling a product or service. Our review panel will be looking for evidence of engagement and dialogue in the review of proposals.
- The event will use the Web Ex event platform for in-person engagement. AEP will equip each room with a basic A/V set up including a laptop, projector, microphone and speaker. **Hosts** can send additional requests to [Mary Dell'Erba](#) by July 17-18 for consideration.
- AEP staff are here to support you on any element of session design **as requested from June 20-Sept. 2**. Please reach out to [Daizha Brown](#) to schedule a time to connect.
- All sessions are in person and allotted **75 minutes**.
- These sessions focus on shared learning and engagement among attendees and hosts. All sessions should address [diverse learning styles, demonstrate inclusive and accessible practices](#) and provide opportunities for participants to actively engage in learning. AEP staff will support hosts during preparation calls.
- AEP will offer multiple room set-ups for your session, including (but not limited to):
  - Round tables for 8
  - Open space with seating around perimeter
  - Theatre style seating/rows
- Please indicate your preference in your submission form. AEP will require confirmation by the July 17-18 speaker meetings.

## Session Host Requirements

- All session hosts must be prepared to conduct their session on either day of the AEP Annual Convening (**Sept. 12 and 13**).
- All breakout session hosts must register for the convening by **July 31**. There is no registration cost for session hosts. Session hosts are responsible for all other travel costs.
- Session hosts are invited to participate in planning sessions with AEP staff on **July 17 or 18 and Sept. 7**. In these sessions we will share logistics, plan for inclusive practices and offer time for hosts to ask questions and brainstorm with one another. AEP requests that hosts attend at least one session to ensure all necessary information is shared between our team and session hosts.
- All slides, references or other materials to be included on the event app are required to be submitted by **Aug. 30**.
- AEP and ECS are nonpartisan and committed to fair representation in all materials. We value open sharing across differences and will always prioritize the physical and emotional safety of attendees, especially those with historically marginalized identities. To do this, we:
  - will review session materials for messages that may be perceived as discriminatory or harmful.
  - will engage hosts in a conversation about materials as needed.
  - reserve the right to cancel a session if hosts are unwilling to make changes to support an inclusive and welcoming environment.
- Session hosts grant permission for AEP to distribute their supplemental resource materials on the AEP website and conference app. If hosts wish to distribute copyrighted information in supplemental materials, it is their responsibility to obtain necessary permissions. Such materials will be distributed only if the presenters submit them with the publisher's written permission attached. AEP will consider proposals highlighting research in progress, as well as research that is not publicly available, on a case-by-case basis.

## Proposal Evaluation and Selection

AEP and ECS staff will review all proposals and select the breakout sessions for the final Annual Convening program. AEP will make session proposal selections that are informed by the following criteria:

<b>Minimum Requirements</b>	<b>Priority Preference</b>
Learning objectives align to the session content and prepare participants to apply what they learn to their own work or contexts.	Objectives include verbs such as “design,” “evaluate,” “create,” “compare,” “connect,” “interpret” or other words that indicate active learning.
Sessions focus on actionable learning, and proposals include a clear explanation about what will occur during the proposed session.	Specific strategies are identified for participants to contribute their own expertise and insight to the conversation.
At least one session host confirmed with passion or experience to share on the topic and a willingness to work with AEP to identify collaborators.	At least one host has not presented at a previous event. At least one host lives or works in southwestern Pennsylvania.
Session topics are topical and relevant.	Session topics align with priority content areas and build on, challenge or bring new perspective to dominant narratives.
Evidence that planner(s) have aimed to eliminate barriers to participation so that every participant can be successful and learn.	Planner(s) have offered specific examples of inclusive practices and how they plan to make those practices integral to the learning experience.
A focus on systems change or building individual leadership capacity.	Connections made to how the attendee can implement new learning immediately and in the long term.
Youth focused.	Youth plan the session and/or serve as session host(s).

## About AEP and Education Commission of the States

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The Arts Education Partnership at Education Commission of the States is a national network of education, arts, business, cultural, government and philanthropic organizations dedicated to advancing arts education. The Arts Education Partnership has been supported by the National Endowment for the Arts and the U.S. Department of Education since 1995 and is administered by Education Commission of the States.

AEP is the nation's hub for arts and education leaders, building their leadership capacity to support students, educators and learning environments. Through research, reports, convenings and counsel, leaders gain knowledge and insights to ensure that all learners receive an excellent arts education.