



Pennsylvania PTA 2017 Convention Workshop Presenter Request for Proposal

On October 20-22, 2017, we will gather in Pittsburgh at the DoubleTree by Hilton in Green Tree for our 108th Annual Convention. Members from PTAs across the state will convene to help decide the future of PTA in the shaping of the new bylaws and engaging in learning and training opportunities.

We are accepting proposals for workshop presentations on Friday, October 20th and Saturday October 21st and would appreciate the expertise and knowledge you could share with convention attendees. The workshops should have a focus on strengthening partnerships, promoting child advocacy issues, or training for our PTA leaders. To help you while considering your presentation topic, some points to keep in mind:

- Audience – parents and PTA leaders from across the state.
- Each workshop can accommodate approximately 30 attendees.
- Length of presentation – 1 hour.
- Handouts – we encourage handouts for attendees as they like to have a “hard copy” of presentations to take back to share with their members.
- Audio-visual needs – we will provide an LCD projector upon request. Presenter must have their own computer.
- As a presenter, you are welcome to spend the day with us and attend other workshops and general meetings as our guest.

In addition, workshops must be educational in nature and they should reflect the Mission Statement of the PTA (see below). Our budget does not allow for reimbursement for presenters and presentations are provided gratis.

If you are interested in presenting a workshop, **please submit the attached proposal form by April 15th**. You are welcome to include additional materials, brochures, etc. to further describe your presentation to supplement the brief description on the form.

If you have questions, please contact the state office at **717-564-8985** or email info@papta.org.

Confirmation will be emailed to you in May.

Thank You in advance for helping to make our annual convention a worthwhile learning experience for PTA members from across the state. We look forward to receiving your presentation proposal.

*PTA Mission: The overall purpose of PTA
“To make every child’s potential a reality by engaging and empowering families and
communities to advocate for all children”*



Workshop Proposal Form

Pennsylvania PTA 108th Annual Convention
October 20-22, 2017
DoubleTree by Hilton
Green Tree
500 Mansfield Avenue
Pittsburgh, PA 15205

Please return via
mail or email to:
Pennsylvania PTA
4804 Derry Street
Harrisburg, PA 17111
or
info@papta.org

Proposal Information- Please submit completed form and a brief biography so that we may properly introduce you.

Presenter Name(s) /Title(s) _____

Affiliation/ Organization _____

Contact Person and Title _____

Contact Address _____

City State Zip _____

Work Phone _____ Email _____

Proposed Workshop/Presentation
Title _____

Please check audio-visual needs: None LCD Projector Internet
(Laptops will not be provided)

I am available to present workshop during the following time frames on: (please check all that you are available)

Friday, October 20, 2017

1:45 pm - 2:45 pm

3:45 pm – 4:45 pm

Saturday, October 21, 2017

9:15 am - 10:15 am

1:30 pm – 2:30 pm

Please also provide the following, which will be used to prepare registration and convention packet information:

1. A brief (60 words or less) summary of proposed workshop/presentation.
2. A brief (100 words or less) biography.
3. A photograph of presenters (head shot, jpeg file please)

Thank you for submitting a proposal for the Pennsylvania PTA's Annual Convention
If you have any questions, please contact the Pennsylvania PTA office: 717-564-8985.

Workshop confirmation and further information will be sent to you May.