



Maryland Head Start Association
Call for Presenters
Submission Deadline: August 2, 2019
2019 Education Institute Proposal Form

Maryland Head Start Association is excited to host its first Education Institute. We invite you to join us in the professional development of Early Child Care Community: Head Start, Early Head Start and Child Care.

MHSA does not compensate presenters but as a thank you we do extend a registration to the institute for the Lead and Co-Presenter. MHSA will cover your parking cost at the hotel on the day you are scheduled to present.

MHSA prides itself on selecting proposals that are not only informative and interactive but are also presented in a manner that staff of all levels can benefit from the information. If your proposal is accepted, you will be given access to our conference app. This app will allow you to see who is registering for your workshop, upload documents, update your information and communicate with attendees before and after the conference. MHSA will also host presenter conference calls prior to the event to answer any question that you may have.

Each session will be 90 minutes in length. All presenters must avoid selling a product. Discounted exhibitors' tables are available for presenters who would like to display your products and services.

Categories

Child Health and Development
Family Partnerships
Program Design and Management

Early Care and Learning
Community Partners

Mental Health
Self-Care

We are requesting proposals on the following topics:

- Head Start 101 - for new staff
- Reviewing inclusion plans - staff, facilities and accommodations
- Classroom Management - such as daily routines, circle time and learning centers
- Round table approach to early intervention.
- Understanding and using the Head Start Performance Standards to guide daily operations
- First year experience for educators
- Understanding Maryland EXCEL and Credentialing
- Connecting MD EXCECEL, Accreditation and the Head Start Performance Standards
- CLASS - for new staff
- CLASS - for seasoned staff (improving your scores)

2019 MHSA Education Institute

- Making families feel welcome
- Teaching mix age groups
- Home Visiting for new staff and home visitors
- Developing Individual lesson plans
- Self-Care topics
- Challenging behaviors
- Developing partnership with your local Judy Center
- What is a Judy Center?
- Time Management
- Planning your own professional development
- Using data for better planning
- Coaching and the adult learner
- Developing partnerships with your local LEA
- Working with Dads as the first teacher
- Mental Health Topics
- Classroom environment
- EHS Home Visitors: The balancing act understanding your role as a Home Visitor
- Staff retention
- Emergency Preparedness
- The tiered approach to lesson planning-using data to drive instruction
- Understanding brain development
- Understanding how bias effect teacher child interactions
- Creating a language and literacy environment
- Dual Language Learners
- STEAM
- Project Based Learning
- Trauma Informed Care
- 45-day mandates including follow up and referrals

Please follow all the directions on the submission form. Incomplete forms will be returned. MHSA requests that you type directly on the form; handwritten forms are sometimes hard to read. Please submit your proposal by August 2, 2019. Email your form to tta_mhsa@md-hsa.org with **2019 EI Submission** in the subject line.

If you have any question before your submission, please email us at tta_mhsa@md-hsa.org.

Presenters will be notified by August 9, 2019 by email.

Submit by August 2, 2019. tta_msha@md-hsa.org

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Presenter(s) – Each Presenter must have their own unique email and contact information

Lead Presenter	
Name:	
Title:	
Agency:	
Contact No.:	
Email:	

Co- Presenter	
Name:	
Title:	
Agency:	
Contact No.:	
Email:	

Workshop Category: Please select ONE primary category (*We understand that a workshop may cover more than one category*) **(Put an X in the box next to your primary category)**

Child Health & Development	<input type="checkbox"/>	Community Partners	<input type="checkbox"/>
Family Partnerships	<input type="checkbox"/>	Mental Health	<input type="checkbox"/>
Program Design & Management	<input type="checkbox"/>	Self-Care	<input type="checkbox"/>
Early Care and Learning	<input type="checkbox"/>		

Target Audience: Please select the audience that best fit your session.

(Put an X in the box next to your target audience)

All Education Staff	<input type="checkbox"/>	Coaches/Mentors	<input type="checkbox"/>
Seasoned Education Staff	<input type="checkbox"/>	Home Visitors	<input type="checkbox"/>
Family Service Staff	<input type="checkbox"/>	Program Managers	<input type="checkbox"/>
New Education Staff	<input type="checkbox"/>		

MSDE Approval Training Approval Number (<i>Insert N/A if there is none</i>)	
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Type of Workshop: Please select ONE **(Put an X in the box next to type of workshop)**

Lecture	<input type="checkbox"/>	Interactive	<input type="checkbox"/>	Loud/Noisy	<input type="checkbox"/>
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Preference:

Thursday, Oct. 24, 2019

Friday, Oct. 25, 2019

Audio/Visual Needs: Presenters must bring their own laptop (an adapter for Apple products). MHSA will provide the following when requested (hotel does have free Wi-Fi)

Screen

Flipchart & Markers

Speakers

Projector

Title of Workshop:

Please describe the content of the workshop. This description will be published in the conference booklet, on the website and the conference app. Your description will also help attendees choose your workshop. MHSA reserves the right to edit content as needed.

Lead Presenter: Please provide MHSA with a short bio that **includes your expertise on your chosen topic**. This description will be published in the conference booklet and app.

Co-Presenter: Please provide MHSA with a short bio that **includes your expertise on your chosen topic**. This description will be published in the conference booklet and app.