



GREEN SCHOOLS CONFERENCE & EXPO

Call for Proposals

GSCE 2019

April 8-9, 2019

Saint Paul, Minnesota

The Green Schools Conference and Expo is the only national event to bring together all of the players involved in making green schools a reality: people who lead, operate, build, and teach in U.S. schools. Attendees engage in hands-on learning, participate in in-depth discussions and problem solving, and get inspired by speakers at the forefront of connecting sustainability, social justice, and education.

GSCE is now accepting proposals for the 2019 conference in St. Paul, MN on April 8-10. Three days of programming offer the opportunity for attendees to share ideas and successful strategies, learn about potential partnerships, and discover tools, services, and products to help them succeed in creating schools that teach students about global sustainability – all in an environment that's healthy for them, for their communities, and for the earth.

All complete proposals must be submitted and all speakers must login to complete their personal details by **Monday, September 24, 2018 at 11:59pm CST.**

For questions regarding the Call for Proposals, please email program@greenschoolsconference.org.

*** Important Process Notes ***

The submitter cannot complete the proposal without the acceptance of participation of all proposed presenters/moderators. Each presenter and moderator will need to login individually to the submittal site to enter their personal details and confirm their participation in the proposal. You may begin the process and return to your saved proposal any time up until the deadline. Emailed, faxed or mailed proposals will not be accepted.

Preferred Presentation Topics

- **Environmental Impact:** Proven strategies and leading-edge ideas for how schools can reduce their impact on natural systems through conserving resources and supporting local ecology. Topic may include energy efficiency, water efficiency and quality, waste diversion, and protection of ecological systems.
- **Health & Well-Being:** Proven strategies and leading-edge ideas for how schools can support the physical and emotional health and well-being of students and teachers through the physical environment and programming. Topics may include food and nutrition, physical activity, and environmental health.
- **Environmental and Sustainability Literacy:** Proven strategies and leading-edge ideas for how schools can support student understanding of the interconnectedness between living systems, human health, and economic prosperity through place-based education, project-based learning, and integrated approaches to curriculum. Topics may include curriculum and instruction, evaluation and assessment, and professional development.
- **Whole School/District Sustainability:** Proven strategies and leading-edge ideas for how schools and school districts can implement sustainable thinking across all aspects of operations, utilizing organizational culture, physical place, and educational program to get measurable results across the board. Topics may include whole-school or whole-district campaigns, change management techniques, strategies for diversity and inclusion, community partnerships, and visionary school and/or district leadership.

Session Types and Scoring System:

We will be accepting four different types of proposals – Breakout Sessions, Speed Greening Sessions, Skill Building Workshops, and Expert Panels. All session proposals will be reviewed and scored during the first round by a team of volunteer reviewers using a 20-point scale with the ability to earn 1 additional point. Presentation submittals will earn an extra point if at least one presenter/panelist in the submission is from a group underrepresented in the greenbuilding/ green schools and sustainability community (based on, without limitation, such criteria as gender, race, ethnic identity) and/or offers another unique industry perspective.

Those with the top scores will move on to a second review by experts in the related topic categories, who make up the Program Working Group. These rankings will be used by the full Working Group to select presenters and sessions for the final program. Reviewers will score proposals using the point values articulated in the following descriptions.

GSCE Breakout Sessions:	
These sessions are 60 minutes in length and feature a small team of 2-3 presenters or facilitators who work together to teach the attendees about a defined topic.	
Max Value	Criteria
5 points	Provide a clear plan for teaching the session material, keeping attendees actively engaged and using a variety of teaching methods
4 points	Highlight a school or school district that has demonstrated measurable results related to ecological impact, health and well-being, or student learning; and articulate how results are measured or evaluated
3 points	Include at least one school or district representative to talk candidly about the success and challenges of transforming their school
4 points	Articulate clear action steps that can be replicated in other schools, districts, states or by other public-private partnerships
4 points	Propose presenters that have the experience and knowledge necessary to deliver the material
20 points	Highest possible score (+1 bonus point for Presenter Diversity)

GSCE Speed Greening Sessions:	
<p>Proposals for speed greening are for energetic, consecutive, timed, 5-minute presentations by one presenter about a single topic or story. A group of 3-4 individual presenters will be matched by the Program Committee based on topic similarity. After the individual 5-minute presentations is complete, a conference facilitator will lead a 40 minute discussion for a total session length of 60 minutes. It's a great way to share a concise idea or concept and demonstrate expertise in a specific topic within green schools.</p>	
Max Value	Criteria
6 points	Provide a clear and well-defined concept that can be presented within the time limit
4 points	Highlight a strategy or tool that has been used in schools to achieve measurable results related to ecological impact, health and well-being, and/or student learning; and articulate how results are measured or evaluated
5 points	Articulate clear action steps that can be replicated in other schools, districts, states or by other public-private partnerships
5 points	Identify a presenter that has the experience and knowledge necessary to deliver the material
20 points	Highest possible score (+1 bonus point for Presenter Diversity)

GSCE Skill Building Workshops:	
<p>These sessions are 120 minutes in length. They are fully hands-on, with an instructor or group of instructors guiding attendees through teaching methods, operational practices, or sustainability actions that they may replicate in their district, school, or classroom. Content should focus on giving participants practice with processes, technology, or concepts that they may not yet be familiar with.</p>	
Max Value	Criteria
8 points	Provide a clear plan for the session that includes hands-on activities that give participants direct practice in implementing a new processes, technology, or concepts.
4 points	Highlight a school or school district that has demonstrated measurable results related to ecological impact, health and well-being, or student learning; and articulate how results are measured or evaluated
4 points	Include at least one school or district representative to talk candidly about the success and challenges of using the processes, technology, or concepts
4 points	Propose presenters that have the experience and knowledge necessary to deliver the material
20 points	Highest possible score (+1 bonus point for Presenter Diversity)
GSCE Expert Panel:	

<p>These sessions are 60 minutes in length and feature a small team of researchers and/or subject matter experts describing recent research or important technical information. These sessions are similar to Breakout Sessions but do not require the participation of a school or district representative.</p>	
Max Value	Criteria
4 points	Provide a clear plan for presenting the session material, keeping attendees actively engaged and using a variety of teaching methods
6 points	Describe original research that is in progress or recently completed that can inform how schools and districts approach their efforts on ecological impact, health and well-being, student learning, and/or social justice
4 points	Articulate the source of the research and any peer review process it has undergone
6 points	Propose presenters that have the experience and knowledge necessary to deliver the material
20 points	Highest possible score (+1 bonus point for Presenter Diversity)

Submission and Review Timeline

Tuesday, August 7	Call for Proposals opens
Monday, September 24	All proposals must be submitted by 11:59 pm CST
Monday, October 15	First round of review begins
Monday, October 29	First round of review ends at 11:59 pm CST
Monday, December 3	Second round of review – Program Working Group Retreat
Monday, December 17	Accepted session notifications are sent
Friday, January 11	Presenter acceptance deadline
Tuesday, February 12	Presenter registration deadline
April 8-9, 2019	Conference Dates: IMPACT and the Green Schools Conference and Expo

IMPACT/GSCE Program Policies

The review process for education session proposals is managed by the IMPACT/GSCE Steering Committee(s), Program Working Group(s) and USGBC staff. The Working Groups' responsibility is to produce the strongest possible educational program for conference attendees by including new, important content and learning experiences. All sessions and speakers will be selected based upon the below guidelines:

Session and Presenter Regulations

- In an effort to promote new and diverse groups of presenters, strong preference will be given to presenters who did not present at the previous year's conference or whose content is relevant to the regional audience. Any pre- or post-conference sessions which occur outside of the central two days of conference content are not included in this count.
- Presenters may not distribute any printed collateral at the conference.
- In appreciation of their contribution to the success of the conference, presenters will receive a complimentary one day pass for the day in which you are presenting. If you choose to attend the full conference and/or pre- or post-conference sessions you may do so at your own cost and the cost of a One Day Pass will be discounted from your registration package.
- Presenters for pre and post-conference events receive a complimentary pass to the session at which they are presenting.
- No sessions that are based upon an advertisement, product or service will be accepted into the program.
- Incomplete proposals will not be considered.

Applicant Responsibilities

- Session submitters may not propose speakers without the knowledge and permission of the proposed speakers. All proposed speakers must be able and willing to present at the conference at the time and date assigned. Proposals that are submitted without the knowledge of proposed speakers are subject to immediate rejection; if the proposal is selected and it is found that all speakers did not know about the proposal or did not agree to present, the session is subject to immediate cancellation.
- Accepted presenters who are not able to attend must notify conference staff immediately. Replacement presenters must be suggested and approved by the Working Group Chair. The Chair reserves the right to modify or cancel any session based on a change in presenter.
- If a presenter's employment changes, conference staff must be notified. The Working Group reserves the right to retain or remove presenters based on the best interest of the program. Previous employer must sign letter indicating willingness to let presenter speak (letter could include that presenter will acknowledge who employer was at the time of work).
- All accepted speakers must register for the conference using their complimentary one-day pass by February 12, 2019, or the entire session may be cancelled without notice and a new session will be selected from the waitlist, at the discretion of the Working Group Chair.
- All presentations must be uploaded to the Speaker Resource Center in advance of the conference by the specified deadlines. Failure to do so may result in cancellation of the session.

IMPACT/GSCE Program Process

- The Working Groups reserve the right to develop submitted sessions using a combination of proposals and/or invited presenters.
- Speaker and Reviewer discounts may not be combined or transferred.
- The Working Groups may modify any submitted session by adding or removing speakers or requesting content changes or additions.
- Submissions not selected for the conference may be considered for other USGBC events.
- Final decisions regarding these policies may be made at the discretion of the Working Groups.