



National Literacy Professional Development Consortium #1
8325 Broadway, Ste. 202
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Dear [Principal's Name],

I hope this message finds you well. I am writing to request your support and approval to attend the upcoming Mega "Make it Move- Ball Out Together Conference," which will take place on November 15th (Conference Reception) and 16th, 2024 (Full Conference Day), at the JW Marriott in Houston, Texas. This conference is an exceptional opportunity to enhance our professional development and bring back valuable insights to our school community. The conference features keynote speakers John Maxwell, Ron Clark, and Dr. Ingrid Haynes.

- **John Maxwell** is a renowned leadership expert, speaker, and author, known for his extensive work on leadership development and organizational growth.
- **Ron Clark** is an award-winning educator and the founder of the Ron Clark Academy, celebrated for his innovative teaching methods and dynamic approach to education.
- **Dr. Ingrid Haynes** is a Literacy Expert and Founder of the National Literacy Institute, recognized for her contributions to literacy education and her leadership in promoting effective teaching practices.

These distinguished speakers are known for their innovative approaches to education and leadership. The event will include a conference reception and Teacher Comedy Show with Devin Siebold on November 15th, followed by a full day of sessions on November 16th. Additionally, there will be a fireside chat focusing on the intersection of AI and literacy education, a topic of growing importance in our field.

Key Benefits of Attending:

1. **Innovative Strategies:** Learn cutting-edge educational techniques that can be applied in our classrooms to improve student engagement and achievement.
2. **Professional Growth:** Network with other educators and leaders, gaining insights into best practices and emerging trends in education.
3. **Resource Acquisition:** Access new resources and tools that can enhance our teaching methods and curriculum.
4. **Leadership Development:** Gain knowledge and skills that will contribute to my professional development and leadership capabilities within our school.

How This Benefits Our School:

- **Improved Student Outcomes:** By implementing the strategies and techniques learned, we can boost student performance and engagement.
- **Enhanced Collaboration:** Sharing insights and resources with our colleagues will foster a more collaborative and innovative teaching environment.
- **School Recognition:** Our participation in this high-profile conference will position our school as a leader in educational excellence and continuous improvement.

I am confident that the knowledge and experiences gained from this conference will significantly benefit our students, colleagues, and overall school community. I am requesting professional development funds to cover the registration fee, travel, and accommodation expenses associated with attending this event.

Thank you for considering my request. I am eager to contribute to our school's success and share the insights gained from this invaluable professional development opportunity.

Respectfully yours,

Susan Wise-Anderson, Ph.D.

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