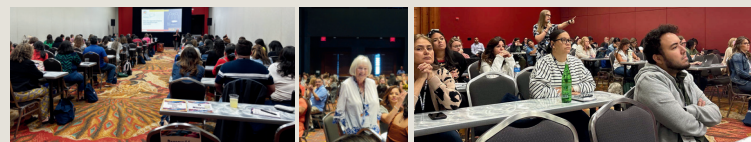


PRESENTER PROPOSAL GUIDEBOOK

Deadline to Apply: February 27, 2026



2026

TITLE III SYMPOSIUM

July 12th - July 14th

For More Information:
Visit: www.txel.org/proposals
Email: t3sympinfo@gmail.com

TEA
Texas Education Agency

Proposal Submission Guidelines

Purpose

The Title III Symposium provides valuable instructional tools and research-based strategies to ensure that emergent bilingual students attain English proficiency while learning academic content that will ensure they meet the state's academic achievement standards. Statewide practitioners, including TEA staff, will offer sessions on innovative approaches for supporting our emergent bilingual students. TEA cannot allow the promotion of any vendors, products, or instructional strategies that require the purchase of a particular product or service.

2026 Symposium Venue

The 2026 Title III Symposium will be at the Henry B. Gonzalez Convention Center in San Antonio, Texas. Early check-in will be held the evening of Sunday, July 12th, with a networking/social from 4-7pm. The Symposium will begin on the morning of Monday, July 13th and end on Tuesday, July 14th.



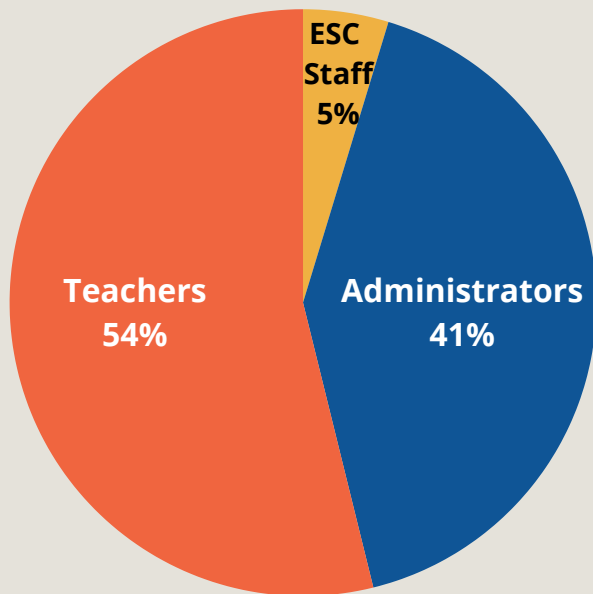
Important Dates

- ***Monday, December 8th***
Proposal submissions open
- ***Friday, February 27th***
Proposal submissions close
- ***March 2nd- March 30th***
TEA Review
- ***Thursday, April 2nd***
Notification of Accepted Proposals
- ***Friday, April 24th***
Final day to accept invitation to present

This years theme...

Audience

Attendees at the 2026 Title III Symposium support emergent bilingual educators, parents and families of Texas. The planning committee selects sessions to support each group of attendees of each demographic shown below:



2025 Attendee Demographics

Teachers

- Includes: classroom teachers, specialists, instructional coaches, and paraprofessionals

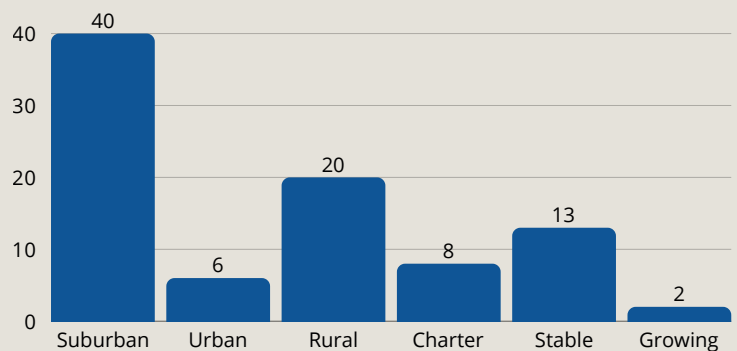
Administrators

- Includes: coordinators, principals, directors, and superintendents

Other

- Administrative assistants, office support, facilities staff

2025 District by Type



2026 Targeted Audience Types

- Elementary Educators
- Secondary Educators
- Bilingual/ESL Directors/Coordinators
- Administrators (Campus/District)
- ESC Staff





2026 Symposium Focus Topics:

Leadership & Family and Community Empowerment

- Establishing strong community partnerships and effective parent, family, and community engagement activities
- Ensuring equitable access to emergent bilingual students and their families
- Developing a school/classroom environment that is responsive to the needs of students and families of diverse backgrounds

Program Model and Design

- Creating LPAC procedures for identification, placement, and reclassification of emergent bilingual students
- Providing ongoing support for and monitoring linguistic growth and content performance
- Strategic lessons to facilitate the transition to English literacy

Staffing and Professional Development

- Creating a recruitment and retention plan
- Planning a comprehensive professional development plan that is responsive to campus and district needs

Lesson Planning and Methods

- Incorporating ELPS into content-area instruction
- Monitoring instructional practices for emergent bilingual students
- Ensuring linguistic accommodations for emergent bilingual students
- Using data to guide instruction

Curriculum and Resources

- Linguistically sustaining practices, curriculum, assessments, and resources aligned to program goals
- Structuring academic content instruction to ensure mastery of TEKS, higher-order thinking skills, and academic proficiency (L, S, R, W) in English.
- Planning content-based language instruction that is, communicated (context-embedded resources, accessible language, repeated practice), sequenced (explicit language instruction, connections to prior learning) and/or scaffolded (modeling, structured language supports, task-based approach)

*** While not obligatory, we are excited to receive proposals that address the needs of other special programs' populations or dual-identified students.**



Session Details

The 2026 Title III Symposium will be 100% in-person. Below you will find details about what can be expected within each of the sessions offered.

General Description

All breakout sessions are 75 minutes in length.

Capacity of Breakout Rooms

Varies depending on the room, 80-100.

Layout

Rooms will be arranged in either

- Classroom style
- Banquet style (round tables) to allow for hands on activities

A/V Available for Presenters

Screens appropriate for room size, projector, internet, lavalier and handheld microphone, sound capability for video, free Wi-Fi

Feedback

Session Survey links will be provided for attendees. All survey results will be sent to presenters 2 weeks after the event.

Services Available

If requested by attendees, interpreter services will be provided by TEA.

*All approved presentations will be delivered in-person.

Things to consider before you submit

- Presentation tied to one or more focus topics
- Outlines current research-based strategies and innovative educational approaches to support emergent bilingual students and/or their families
- Clear objectives identified for their in-person presentation delivery
- Content is relevant to the indicated targeted audience
- Provides engagement opportunities for attendees to interact with the presenter and/or other attendees

* While not obligatory, we are excited to receive proposals that address the needs of other special programs' populations or dual-identified students.

Ideal Applicants

Successful presentation proposals will provide attendees with research-based strategies and innovative approaches to support emergent bilingual students and their families or other special programs populations.

Presenters can be:

- Classroom teachers, school leaders, support staff, or Education Service Center (ESC) staff.
- All presenters must be working for a Title III-funded district/charter or ESC as of the date of the Symposium. Consultants outside of these institutions are not allowed to present at this Symposium.

Presenter Benefits

- This is a great opportunity to showcase your experience and knowledge with your fellow colleagues throughout the state!



Questions to Ask Yourself

- Is my content too broad for a 75-minute session?
- Which audience type(s) benefits the most from my presentation?
- Did I build in engaging opportunities for attendees to collaborate?
- What do I want attendees to gain from my session?

Do

- Do submit original content.
- Do adhere to the specified character limits, making edits as needed until you meet the requirement.
- Do carefully consider your audience and the topics of interest, and align them accordingly.
- Do start working on your proposal early and ensure it is submitted before the deadline
- Do include all co-presenters with your proposal.

Don't

- Don't submit a previously denied proposal.
- Don't use abbreviations or acronyms in your proposal.
- Don't delay and make sure to submit before the deadline. Late submissions will not be accepted.



Symposium Policies

Each proposal may have up to two presenters. Both approved presenters will be responsible for paying registration fees. Registration and hotel information can be found on the Symposium page at: www.txel.org/events.

Presenter Acceptance

Each presenter must attend a mandatory informational meeting, which will cover all logistics and TEA presenter expectations.

Presenter Substitutions

Any presenter changes/substitutions must be submitted via email to t3sympinfo@gmail.com. The Symposium Planning Committee will decide if the request is accepted or denied. Change requests must be submitted by Monday, June 2nd. If the change/substitution is not approved, the presentation may be cancelled.

Scheduling

Presentations will be scheduled to benefit the overall Symposium. If selected, presenters must be willing and available to present at the assigned date and time.

Proposals selected by the Symposium Planning Committee must be presented as outlined in the proposal process, with the same title and description.

Registration

All accepted presenters will pay early bird registration price. If you register after early bird registration closes, please contact the Symposium Planning Committee at t3sympinfo@gmail.com prior to completing your registration.

Hotel Reservations

Hotel information can be found at txel.org/events

Cancellations and Refunds

Presenters must adhere to the same cancellation and refund policies that apply to all attendees. For more information, please refer to the Symposium registration page. If you have any additional questions, feel free to contact us at t3sympinfo@gmail.com.

NOTE: THE LEAD PRESENTER WILL BE RESPONSIBLE TO COMMUNICATE ALL NOTIFICATIONS TO OTHER PRESENTERS IF APPLICABLE.

Ready to submit?

Proposal Rubric

All proposals will be evaluated using the following criteria:

- **Presentation Description** is clearly written to address the selected focus topic(s).
 - **Session Objectives** include new knowledge, strategies, or tools for immediate use with emergent bilingual students, immigrant students, and their families.
 - **Engagement Strategies** that provide opportunities for attendees to interact with the presenter and network with other attendees.
 - **Student Outcomes** indicates how attendees can apply new knowledge to help emergent bilingual students, including immigrant students in the classroom.
 - **Session Impact** is clearly planned to ensure educator buy-in and ensure action or implementation of the knowledge, strategies, or tools described in the session objectives.
-

All presenters will be asked the following:

- Session title (10 words or less, please do not use commas in title)
- Session description (100 words or less)
- Focus Topic (See page 3)
- Session Type (lecture, workshop, demonstration, roundtable, panel)
- Special Programs addressed
- Targeted Audience
- Bilingual Education Program Models addressed
- Language (English or Spanish)
- Willing to repeat: **Yes** or **No**
- Session Objectives:
 - What new knowledge, strategy, or tools will the participants gain for immediate use in their district, campus, or family that will benefit emergent bilingual students, immigrant students, and their families?
- Session Engagement Strategies:
 - Provide a brief agenda that indicates the different ways you will engage the participants and share information throughout the session.
- Session Outcomes:
 - Explain how your presentation will have a direct impact that helps emergent bilingual and immigrant students attain English proficiency, meet the same challenging state academic standards that all students are expected to meet, or promote parental and family participation in language instruction educational programs.
- Session Impact:
 - How do you plan to attain buy-in and ensure action or implementation after attendees return to their respective districts, campuses, or homes?*

Submitting a Proposal: Step-by-Step

All proposals must be submitted NO LATER than 5:00 PM CST on **Friday, February 27th.**

1

Review Proposal Guidebook

Read the 2026 Title III Symposium Proposal Guidebook thoroughly to clearly understand the expectations and requirements of submitting a proposal.

2

Questions?

Send any questions or items that need to be clarified to the Title III Symposium Planning Team: t3sympinfo@gmail.com

3

Submit Your Proposal

Fill out the proposal submission form.

Deadline: Friday, February 27th at 5:00 PM CST

4

YOU DID IT!

Notifications of accepted/denials will be sent out on Wednesday, April 2nd.