# Call for Educator Proposals Guidelines

**Submissions Deadline: July 14, 2025, 11:59PM ET**

**CoSN2026** - ***Building What's Next, Together*** is a dynamic community gathering of K-12 edtech leaders/CIOs/CTOs, superintendents, and solution providers collaborating to design innovative, robust and safe education systems that enhance student engagement. Through cutting-edge sessions, curated workshops and strategic networking, participants will co-architect actionable blueprints. Join with us and drive real impact across every school district, classroom and learner.

Are you an educator with a passion for technology? Do you have a great idea for a session that would benefit your colleagues? If so, we encourage you to submit a proposal for CoSN2026!

*_**Please note, you must be an Educator to submit session proposals for CoSN2026. Submissions from vendor companies will not be accepted.**_* If you are a vendor company and are interested in presenting at CoSN2026, please contact Carla Wade, Senior Director of External Relations, at [sponsorship@cosn.org.](mailto:sponsorship@cosn.org)

CoSN2026 will take place April 13 – 15, at the Sheraton Grand Chicago Riverwalk in Chicago, IL. This annual event brings together K-12 EdTech leaders from across the country to learn about the latest trends in education technology.

We are looking for educator session proposals that are:
- Informative, engaging, and interactive
- Relevant to the needs of educators
- Innovative and creative
- Inclusive to all
- Insightful and share best practices

If you have a presentation you think would be a great fit for CoSN2026, please submit your information in the CoSN2026 Call for Proposals site here.

Proposal Requirements
- Session Format
  - Sessions must fall into one of these four formats:
    1. **Panel Discussion:** 2-4 presenters share case studies or expertise on a topic before opening to discussion and Q&A. (Typically 50 minutes)

    2. **AI Playground:** An interactive, informal opportunity for hands-on exploration and one-on-one conversations. Presenters are stationed at individual tables with signage to engage attendees as they circulate through the space.

3. **Solo Presentation:** An expert on a topic shares findings, case studies, practices, or methodologies before opening to Q&A.
   a. *NOTE: We may ask you to co-present with a complimentary presenter to enable more than one example.* (30 min.)

4. **Workshop:** Longer, interactive session (3 hours) in which participants are guided through engaging activities during the first day of conference. Please note, workshops are not included in the general registration fee for attendees. They must pre-register at an additional fee to attend. Workshops will take place on Monday, April 13, 2026.

- All speakers must be registered for the CoSN2026 by Friday, April 10, 2026.
- Session titles should be no longer than ten (10) words. Please be as clear and concise for the session description.
- Sessions should not have more than four (4) speakers, including the moderator or facilitator.
- If proposing a session with more than one speaker, all proposed speaker names must be included for the proposal to be considered.
- Speakers added after a session is approved are subject to CoSN approval. Vendors will not be approved as speakers in educator sessions.
- Session leads can only select one (1) primary area of interest when submitting.
- Presenters can submit a maximum of two (2) submissions for consideration. Speakers cannot participate in more than two (2) sessions at CoSN2026.
- Educator sessions may not promote products/services of a company.
- Session leads should encourage interaction between presenters and attendees.

**Sessions must be considerate of one or all of CoSN's Strategic Plan Goals:**

- Enabling all technology leaders to respond nimbly to new opportunities and drive innovation

- Enhancing member experience

- Empowering our network to build community

**\* We prioritize submissions that advance these goals.**

**Educator Session Proposal Guidelines:**

- Proposals should be no more than 500 words in length.

- Proposals should include the following information:
    - Title
    - Description
    - Target audience
    - Learning objectives
    - Materials needed
    - Presenter Bio(s)

**Qualities of Strong Submissions:**

- Reflects diverse perspectives and needs, such as rural districts, urban, high poverty, consortiums, and independent/private/parochial/charter schools.

- Addresses different staff roles and responsibilities in scaling innovation with technology (superintendents, CTO/CIOs, heads of academic, business officers, and partnerships).

- Targets information for individuals at specific points in their careers and levels of experience (entry/mid/advanced)

- Provides actionable takeaways for attendees, for example: What is the tangible impact of your presentation to attendees and their teams?

- Includes active educational leaders. Sessions presented by corporate representatives will be disqualified for submission.

- Provides clear focus on who the target attendees are. Strong proposals identify:

    - Who would benefit most from your presentation?

    - What specific proficiency or career level is required to digest your presentation easily?

- Unique or non-obvious applications and insights into edtech practice, including leadership, innovation, and scalability.

- Engaging, inspiring, and interactive (not just talking heads).

- CoSN prioritizes ensuring that speakers and panels reflect our entire community, including a range of professional expertise, geographic regions, genders, races/ethnicities, and lived experiences.

- Presenters with timely content and knowledge to share what is of importance to the field.

Preference will be given to sessions with all speakers confirmed in advance. We encourage you to propose sessions that highlight more than one school district/initiative.

## Key Dates and Deadlines

- Call for Proposals Open: June 3, 2025
- Deadline to Submit Proposals: July 14, 2025 at 11:59 PM ET
- Acceptance Notification: October 3, 2025

## Selection Process:

- Proposals will be reviewed by the CoSN2026 Conference Committee as well as CoSN members who have volunteered to review sessions.

- Successful proposals will be selected based on the following criteria:
  - Relevance to the needs of educators
  - Innovation and creativity
  - Welcoming to all
  - Contribution to a balanced, well-rounded program across topic areas

- Presenters will be notified of the status of their proposals on or before October 3, 2025.

We encourage you to submit your proposal today. **Looking forward to seeing you in Chicago for CoSN2026!**