Need help convincing

your leadership to send you to the Conference?

Dear ,

Customize this request for approval letter, which will help administrators understand the value of attending the 2022 National ESEA Conference. You’ll return to your district with great ideas, relevant information, and the resources you need to move your team forward to face new challenges.

I am writing to request approval to attend the 2022 National ESEA Conference to be held both virtually and in New Orleans, Louisiana on February 16-19, 2022 at the Ernest N. Morial Convention Center. The National ESEA Conference is four days of learning and skill-building focused on supporting disadvantaged children. The Conference welcomes thousands of K-12 educators from across the country each year. This year’s theme, “Recommit, Renew, Reimagine” creates a singular focus for all attendees on the unique needs of disadvantaged children and our ability to centralize support across all ESEA Programs. Formerly called the National Title I Conference, the event remains committed to sharing resources pertinent to Title I, as well as a host of other federally funded education programs addressing the needs of disadvantaged students.

Participants include state agency officials, school district administrators, school building leaders, and teachers

– all gaining new knowledge, instructional strategies, and skills needed to transform student learning while positively impacting the future for our students.

As an attendee, I will participate in presentations from today’s most inspiring leaders in education. I will receive important updates from the U.S. Department of Education about federal education funding issues and meet professionals who have taken significant steps to help students succeed.

Conference sessions are a combination of large group presentations with nationally recognized speakers, and smaller interactive workshops where I would have the chance to work directly with education experts. The new information that I will be able to share with the rest of our team will be extremely valuable. All of the Conference sessions are digitally recorded and each registration includes a three-month subscription to On Demand viewing. We can extend the learning to our entire group (and amortize the cost of attendance) by incorporating Conference session videos into our professional development activities.

The Early Bird registration price is $599, until January 1st, when the standard price of $659 takes effect. The complete cost of my attendance is listed below:

The complete cost of my attendance is listed below: Registration:

Transportation: (airfare, train, bus, etc.) Hotel fees:

Meals: (not included with registration) Other:

**Total Cost**

Thank you in advance for your consideration. I believe that attending the National ESEA Conference will build my knowledge base to help students and team members. I look forward to hearing from you on this request as soon as possible.

Sincerely,