

The Program Committee requests that all presentations explicitly address in the presentation and in the session description the 2015 Conference Theme:
Orchestrating the Common Core Classroom

All proposals must be submitted online by **May 1, 2015**. All sessions are 90-minutes in duration.

(Proposals submitted after May 1, 2015 will be considered as a possible substitute in the event a regular session is cancelled.)

Speakers who have presented the same session two or more years at CMC-South are encouraged to submit proposals and present ideas, strategies, research, or resources that are new or substantially updated.

Proposal Selection and Notification Procedure

No online proposal will be received between **May 1, 2015 and May 20, 2015**. Proposals received after **May 1** will not be placed on the preliminary conference program and are not likely to be included in the final conference program. Late proposals will be regarded as “substitute” proposals that may be utilized to replace a canceled session provided the presenter is still available to present. Substitutions for canceled sessions are normally added between September 15 and October 15.

Speakers who submit a proposal will be notified via e-mail by June 2015, whether one or more of their proposals are included or not included in the conference program for 2015.

If you do not receive notification by July 1, 2015, then contact a member of the program committee or the program committee chairs: Brian Shay at (mr.brian.shay@gmail.com).

The Program Committee has prepared guidelines for the proposal selection process. [Visit our webpage](#) for suggestions for proposal preparation.

Speaker Benefits and Reimbursement Policy

All conference participants, including speakers, receive discounts of up to \$40.00 by registering early (by Sept 15, 2015) for the conference. Speakers and co-speakers receive additional discounts from the \$ conference registration fee. The discounts are described below.

There are four categories of speakers: Featured Speaker, Main Speaker, Co-Speaker, and Commercially-sponsored Speaker.

Commercially-sponsored Speakers

Speakers who represent or are sponsored by a commercial organization receive a discount of \$105.00 toward conference registration.** (see additional note below) Commercial speakers are reimbursed for copies and materials up to \$65.00 per session.

No other expenses are reimbursed by CMC-South and no other benefits are provided for a commercially-sponsored speaker.

Main Speakers (non-commercial)

All non-commercial main speakers receive:

- A discount of \$125.00 toward the conference registration fee. (Speakers who reside in California receive an additional discount of \$50.00 if they are lifetime members of CMC. Speakers who reside outside of California receive a total discount of \$175.00 toward conference registration.** Main speakers who reside outside of California may choose to become members of CMC by paying the \$50.00 membership fee.)

- Reimbursement up to \$65.00 per session for materials and copies (receipts required). The amount increases to \$100.00 per session for presentations given in rooms with capacity greater than 90 participants.

- Travel expenses up to \$400.00 for residents of California and up to \$500.00 for out-of-state non-commercial speakers (\$0.50 per mile or coach airfare). Travel expenses include airfare, mileage, rental car, shuttle and parking. Originals or copies of receipts are required for reimbursement claims. Speakers are expected to choose the most economical means of transportation whenever possible. Mileage reimbursement is for one round-trip to the conference. Speaker must include with reimbursement claim a Google Maps document or similar to verify mileage.

- Speakers are NOT reimbursed for lodging, food, or substitute expenses or any other expenses not specified above.

Co-Speakers

Main Speakers are allowed one co-speaker per proposal*. If your proposal is accepted then your co-speaker will receive a discount of \$125.00 toward the cost of registration. Co-speakers are entitled to the same early registration discounts available to all participants. Co-speakers receive no other benefits.

Please note that all communication regarding the conference and the program is directed to the main speaker. It is the responsibility of the main speaker to inform her/his co-speaker about responsibilities, requirements and deadlines. In addition, a main speaker may have his/her reimbursement claim reduced by an amount equal to any fees owed by his/her co-speaker who registers late or fails to register.

* Co-speakers may not be added after the proposal is accepted by the Program Committee. Replacement of a co-speaker is not allowed without prior approval of the Program Committee.

Featured Speakers

Featured Speakers are invited by the program committee to present at least one featured session. A Featured Speaker is reimbursed for one night at a conference hotel in addition to all the benefits of a Main Speaker.

**** Additional Note to All Speakers**

All speakers and co-speakers are required to register for the conference. The regular conference fee for 2015 is \$215.00. All persons who register online for the conference on or before September 15, 2015, receive the early-bird registration discount of \$40.00 available to all conference participants. Persons who register online between September 15, 2015, and October 15, 2015, receive an early discount of \$20.00. All pre-approved speakers who reside in California and all pre-approved co-speakers receive an additional discount of \$125.00 toward conference registration. Speakers who reside in California and are lifetime members of CMC receive an additional discount of \$50.00 toward the registration fee. (All speakers should note the changes in the registration discounts from previous years.)

Submission and Confirmation

You will be encouraged to print your proposal for your records prior to submitting the proposal. If you do not receive within one week an e-mail confirmation for receipt of the proposal then contact one of the program committee chair Brian Shay (mr.brian.shay@gmail.com).

Deadline for Submissions of Reimbursements Requests

Requests for reimbursement of allowed expenses may be submitted to the CMC-S Treasurer at the Fall Conference or mailed to the Treasurer after the conference. The deadline for submission of reimbursement requests is December 15, 2015. Late submissions cannot be honored.