



Prepare for Arrival

The Teacher Leader Summit will take place from **May 31 - June 2, 2022** at the **New Orleans Ernest N. Morial Convention Center (NOENMCC)**.

Before the Event

The event app Whova will be utilized for the session schedule, event communications, updates and logistics. Attendees should review the [Whova Attendee User Guide](#) once registered for the event.

Registered participants will receive an email invitation from Whova inviting them to download the app and access the event. If you have not received an invitation, download the mobile app and enter the email address used during registration. You will be asked to create a password, enter your name and edit your profile. Whova will take you to the event page automatically.

If you are unable to access the event in the Whova app using the email address on file, please contact LDOEvents@la.gov for support.

Ticket Confirmation

For the check-in process, bring either 1) a printed version of your Whova ticket purchase that shows the QR code or 2) the QR code shown under your profile when logged into the Whova app.

It is recommended that all registered participants use the QR code shown under their profile within the Whova app. To access your QR code within the Whova app, select your profile icon, then select 'My Contact Info & QR Code'. Select the option 'My QR Code'.

Registered participants will need to show their ticket QR code to be checked in to the event upon first arrival and to be checked in to each session at the meeting room entrance.

Sessions

To attend a session, you must reserve a seat within the Whova app in advance of the event. All registered participants can view the agenda and plan their schedule from within the Whova mobile device app or the computer using the directions from the [Whova Attendee User Guide](#) beginning April 8.

Sessions are organized by the following audiences and listed as tracks in the Whova app:

- Teachers
- Teacher Leaders
- Early Childhood Directors
- Teacher Prep Providers
- Arts Teachers



- Librarians
- Counselors
- School Leaders
- System Leaders

Materials

Teacher Leader Summit is a paperless conference. If available, materials for each session can be found in the session details, within the Whova app. The Department does not provide paper copies. Any session materials shared with the Department will be uploaded to the [Teacher Leader Summit webpage](#) by mid-July.

Map

A map of the event can be found within the Whova app. It is also uploaded to the [Teacher Leader Summit webpage](#).

What to Bring

The Department encourages all registered participants to bring the following items:

- personal hand sanitizer with at least 60% alcohol
- Lysol/Clorox wipes, should you desire
- water canteens (to be refilled at drinking fountains)
- sweater or other long-sleeved covering
- chargers for mobile devices, tablets, and laptops (to be used at charging stations)
- computer and/or pen and paper for notetaking
- umbrella in case of inclement weather
- comfortable walking shoes
- large carrying bag or backpack for your belongings

At the Event

Parking

Ample [parking](#) is available at and around the Convention Center for a daily fee. Some [parking lots](#) only accept cash. All overnight parking is prohibited. We encourage attendees to walk, utilize ridesharing services, use [public transportation](#), or carpool.

Event Check-In

Registered participants are required to check-in to the event upon first arrival. Check-in is located in Hall I-1 and opens at 8:00 a.m. daily. **Please have your QR code ready** to show before arriving at a check-in counter.

At check-in, registered participants will be provided an event pass and lanyard. Both should be worn for the duration of the event to identify participants who have completed check-in and allow entry into meeting rooms and lunch halls.



Registered participants will also be provided with a tote bag and t-shirt at check-in. T-shirt size will reflect the size that was provided during registration.

Lunch

Lunch will be located in halls G and H. Lunch will be provided to all registered participants from 11:15 a.m. - 12:15 p.m. on Tuesday, May 31 and from 11:30 a.m. - 12:30 p.m. on Wednesday, June 1. Access to the lunch halls will be permitted to participants using the event pass and lanyard provided at check-in.

Social Media

The Department encourages all attendees of the Summit to share your experiences on social media using the hashtag #LATeacherLeaders. Be sure to tag the Department in your posts:

- Facebook: @LaEducation
- Twitter: @La_Believes
- Instagram: @la_believes

Opening Session and Keynote Speaker

The opening session and keynote will take place from 9:00 a.m. - 10:00 a.m. on Tuesday, May 31 in Hall I-2. This session will kick off Teacher Leader Summit with a keynote address from Stephen Covey, a message from State Superintendent Dr. Cade Brumley, and recognition of award-winning systems and educators including the announcement of Louisiana's Teacher of the Year and Principal of the Year finalists.

Keynote Speaker and Closing Session

The Teacher Leader Summit will conclude with a keynote address from National Teacher of the Year Juliana Urtubey, closing remarks from Chief of Staff Dr. Quentina Timoll, and the announcement of the winners of the Whova engagement contest and passport contest. Contest winners will need to claim and pick up their prizes at the Help Desk located in Hall I-1.

Goodies

Registered participants are invited to stop by the goodies table in Hall I-1 and take home a piece of Summit swag.

Education Expo

The Education Expo is designed to connect Louisiana educators with high quality professional learning partners and non-profit organizations for Q&A opportunities, relationship building, and the sharing of best practices. The Education Expo will take place from 9:00 a.m. - 4:00 p.m. on Tuesday, May 31 - Wednesday, June 1.



Participants that collect at least 15 stamps within the Whova app will be entered into the Passport Contest prize drawing. Stamps are collected by visiting an exhibitor booth and asking to have your QR code scanned. Winners will be announced via the Whova app on Day 3 and must be present to win.

Engagement Contest

The Whova leaderboard allows attendees to earn points for engagement within the app. Points can be earned by completing surveys, polls, and providing session feedback. Top attendees on the leaderboard will be entered to receive prizes during the closing session. Winners must be present to win.

Lost and Found

If an item is lost or found during the event, please post a message in the Community thread labeled 'Lost & Found' within the Whova mobile app. Items that are found during the event can be dropped off to the Help Desk counter in Hall I-1.

Help Desk

General questions and concerns can be directed to the Help Desk counter located in Hall I-1. You can also post a message in the Community thread labeled 'Ask Organizers Anything' to ask a question.

Networking

Using the Whova app, registered participants have access to a variety of networking opportunities, including:

- E-business card exchange
- Meet-ups and virtual meets
- Icebreakers

Photo Booth

The Department invites all participants to visit the photo booth located in the theater lobby, in front of the New Orleans Theater. The photo booth will be available beginning at 8:00 a.m. Tuesday, May 31 and ending at 12:00 p.m. Thursday, June 1. Participants will be able to capture their attendance of Teacher Leader Summit 2022 by taking home a printed photo and having access to the digital photo via a provided link.

All photos taken will be compiled into a mosaic image, which can be viewed in real time on the photo booth monitor display or accessed via link after the event concludes.