

2025

OKLAHOMA STATE DEPARTMENT

SPECIAL EDUCATION CONFERENCE

An exciting new Oklahoma special
education conference for certified
special educators, administrators and
related service providers



SPONSORSHIP OPPORTUNITY

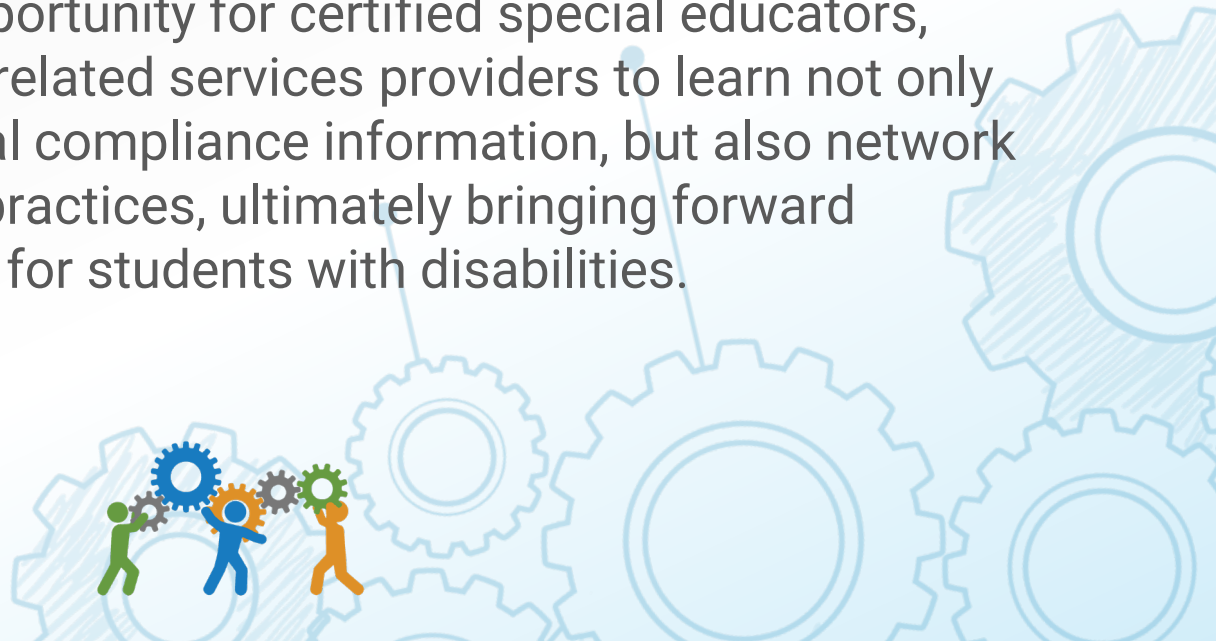




ABOUT OUR CONFERENCE

What is the Oklahoma State Department of Education (OSDE) new Special Education Conference about?

The OSDE, Office of Special Education Services is providing the first annual Special Education Conference this summer, July 21-23, 2025, with early registration the evening of July 20th. The conference is an opportunity for certified special educators, administrators, and related services providers to learn not only additional procedural compliance information, but also network on evidence-based practices, ultimately bringing forward improved outcomes for students with disabilities.





ABOUT OUR CONFERENCE

Who will attend this conference?

We are anticipating as many as 1,000 special education participants to attend this event. These participants will include directors of special education, administrators, special education coordinators, special education teachers, school psychologists/school psychometrists, and related service providers.



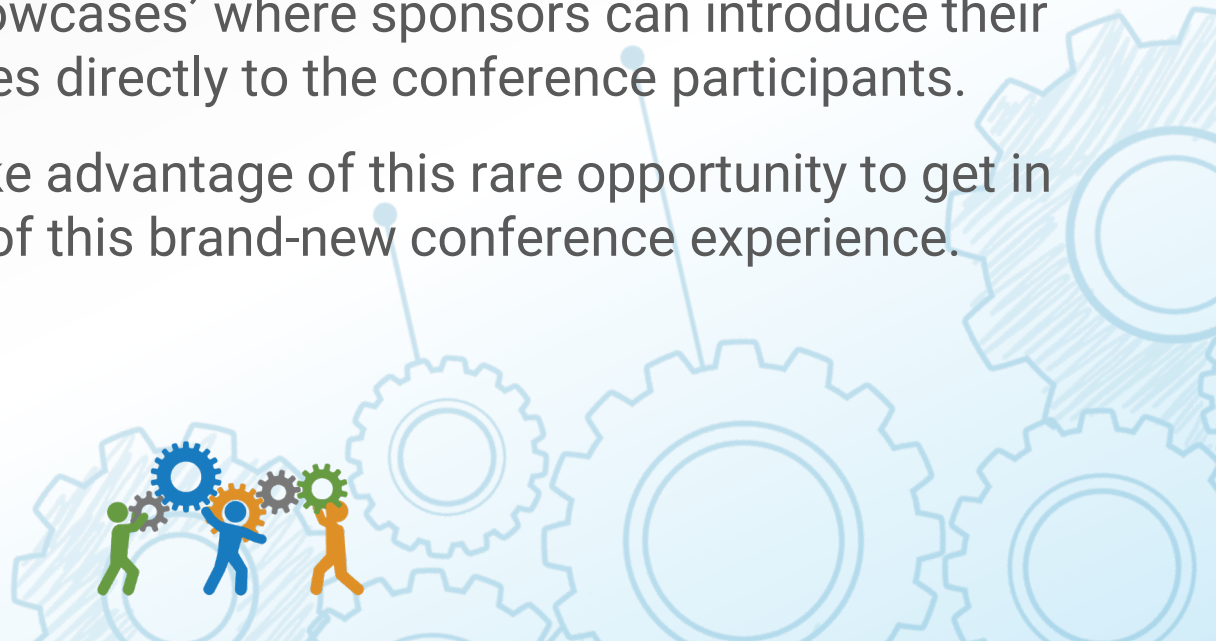


ABOUT OUR CONFERENCE

What makes this conference special and different for sponsors?

We limit the number of sponsors to ensure access to the conference participants. In addition to sponsor tables prominently placed adjacent to the conference meeting area, we include sponsor 'showcases' where sponsors can introduce their products and services directly to the conference participants.

We hope you will take advantage of this rare opportunity to get in on the ground floor of this brand-new conference experience.



SPONSORSHIP BENEFITS



Included Breakfast for 2 Attendees

Exhibitor Table

Dedicated Page on Website & App

Featured Activity Sponsor

Access to List of Attendees

Invitation to Networking Event

Featured Ad in Conference Rotation

Banner Ad in Conference App

In-App Push Notifications

Main Stage Logo Feature

Speaking Opportunity
(2-3 minutes)

Featured at Conference Registration

Invitation to Directors Night

Dedicated Breakout Session
(50 minutes)

Platinum
Partner

Gold
Partner

Silver
Partner

Bronze
Partner

Friend

Exhibitor

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✓

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Two Tables

One Table

One Table

One Table

One Table

One Table

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Directors Dinner

Breakfast

Meet & Greet

Beverage Break

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Morning Plenary

Breakfast

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✓





OPTIONAL ADD-ONS

These additions can be included with any of the previously listed sponsor packages.

Dedicated Breakout Session
(50 minutes)

\$2,500

Tickets & Opportunity to Network at the Directors Dinner

\$100 ea.

App Notifications to Participants During Conference
(Notifications including company information, links, resources, and contact info)

\$500

Additional Sponsor Tables

\$75



SPONSORSHIP EXPENSE



Platinum
Partner

\$15,000

Gold
Partner

\$10,000

Silver
Partner

\$5,000

Bronze
Partner

\$2,000

Friend

\$500

Exhibitor

\$200



INFORMATION ABOUT SPONSORSHIP BENEFITS

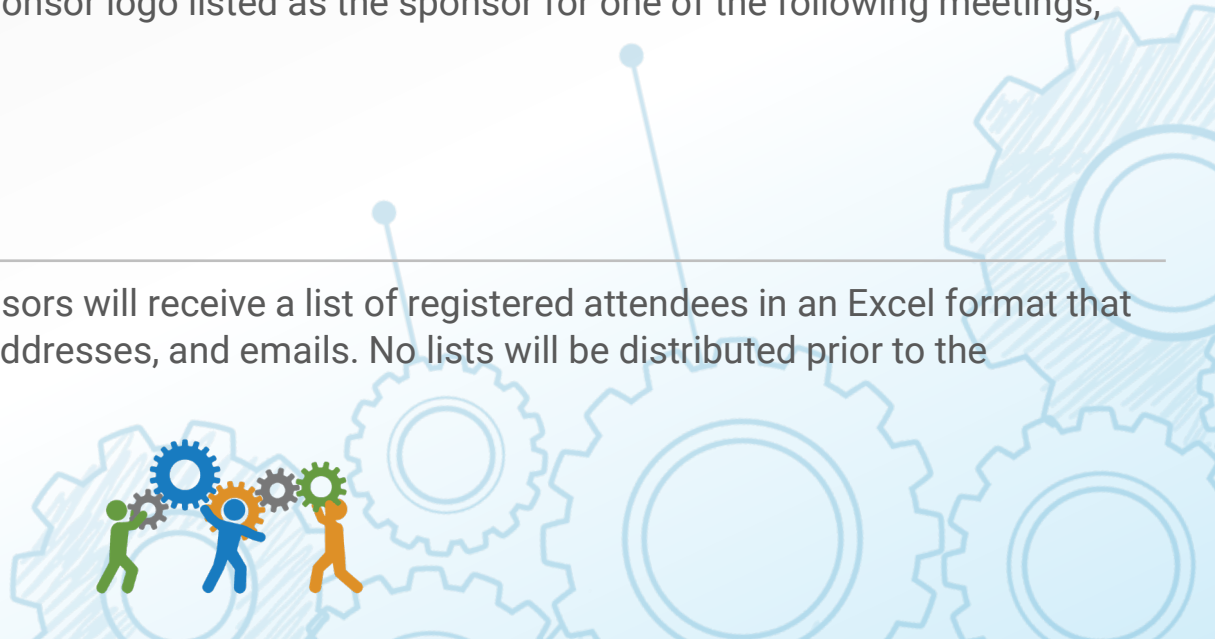
Exhibitor Tables – The exhibitor tables are a tabletop display space available to sponsors from Monday through Wednesday (July 21-23) in the area where the general sessions will take place. (Setup begins Sunday night, July 20.) Platinum Partners will be given two tables in a prime location. *See **Tables & Equipment Information** later in this document for more details.*

Dedicated Page on Website and App – Links for the website and app will be available for attendees starting a week before the conference. This page can include a link directly to your website. This website and app will also be available for attendees for up to 3 months after the conference.

Featured Activity Sponsor – Sponsor logo listed as the sponsor for one of the following meetings, exclusive to the Sponsor Package:

- Directors Dinner on Tuesday Night
 - Breakfast
 - Meet and Greet on Sunday Night
 - Beverage Breaks
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Access to Attendee List – Sponsors will receive a list of registered attendees in an Excel format that will include names, titles, affiliations, addresses, and emails. No lists will be distributed prior to the conference.





INFORMATION ABOUT SPONSORSHIP BENEFITS (CONT.)

Invitation to Networking Event – Sponsors will receive an opportunity to attend the Meet and Greet Session on Sunday night where they will have access to begin networking with attendees in a casual environment.

Featured Ad in Conference Rotation – Company advertisement as part of an electronic PowerPoint rolling display during breaks and lunches in the general session auditorium. See information below. *See **Electronic Advertising Information** later in this document for more details.*

Banner Ad in Conference App – Banner ad on the Conference App. This ad will be shown on everyone's app during the conference.

Main Stage Logo Feature – Logo on banner placed on the main stage during one of the plenary sessions.

Speaking Opportunity – Opportunity to speak during event (2-3 min), exclusive to the Sponsor Package:

- Morning Plenary
- Breakfast





INFORMATION ABOUT SPONSORSHIP BENEFITS *(CONT.)*

Featured at Conference Registration – Logo on banner placed on in registration area.

Invitation to Director's Night – Access to Director's Night at no additional cost to the for two registered company representatives.

Dedicated Breakouts Session – Sponsors will receive the opportunity to present their own breakout session for 50 minutes on Wednesday (limited to 3 sponsors).

Notification sent on App – Two notifications sent to participants with links to company's website, resources, and contact information.



DEADLINES



To guarantee benefits, please register for your sponsorship by
June 15 or until full.

Logos, electronic advertisements, and other digital materials will need to be submitted to conference staff no later than
June 15, 2025.

*See **Sponsorship Portal and Logo Submission** later in this document for more details.*

[CLICK HERE TO REGISTER](#) 



SAMPLE AGENDA



Pre-Conference Event | Sunday, July 20

4:00 pm – 6:30 pm	Early In-Person Registration
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4:00 pm – 6:00 pm	Informal Meet and Greet
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Conference Day One | Monday, July 21

7:30 am – 9:30 am	Registration
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7:30 am – 8:30 am	Sponsored Breakfast
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8:00 am – 10:00 am	Table Time – Visiting with Sponsors
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9:45 am – 10:00 am	Platinum Sponsor Presentations
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10:00 am – 11:00 am	Keynote Speaker
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11:00 am – 12:30 pm	Lunch (<i>on your own</i>)
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12:30 pm – 2:15 pm	<u>Presentations</u> : Child Find, Written Notice Procedures, etc.
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2:15 pm – 2:30pm	Break & Table Time
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This agenda is in development and subject to change

SAMPLE AGENDA



Conference Day One | Monday, July 21 *(continued)*

2:30 pm – 4:00 pm	<u>Presentation</u> : Evaluation and Eligibility Process
4:00 pm – 4:30 pm	Open Questions Session

Conference Day Two | Tuesday, July 22

7:30 am – 8:30 am	Sponsored Breakfast
8:30 am – 9:30 am	<u>Presentation</u> : Placement Decision – The Meaning of Evaluation Data
9:30 am – 10:30 am	<u>Presentation</u> : How to Write Goals and Objectives from PLAAFP data
10:30 am – 11:00 am	<u>Presentation</u> : Services and LRE
11:00 am – 12:30 pm	Lunch <i>(on your own)</i>
12:30 pm – 2:45 pm	<u>Presentations</u> : Standard Diploma Pathway, Transition Services, etc.
2:45 pm – 3:00pm	Break & Table Time
3:00 pm – 4:00 pm	<u>Presentations</u> : Accommodations/Supplementary Aids and Services
4:00 pm – 4:30 pm	Open Questions Session

This agenda is in development and subject to change

SAMPLE AGENDA



Dinner & Award Ceremony | Tuesday, July 22

5:30 pm – 6:30 pm	Sponsored Directors Dinner @ Omni
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6:30 pm – 7:30 pm	Awards Ceremony
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Conference Day Three | Wednesday, July 23

7:30 am – 8:30 am	Sponsored Breakfast
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8:30 am – 9:20 am	Breakout Sessions <i>(Including dedicated Platinum Sponsor session)</i>
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9:30 am – 10:20 am	Breakout Sessions <i>(Including dedicated Platinum Sponsor session)</i>
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10:30 am – 11:20 am	Breakout Sessions <i>(Including dedicated Platinum Sponsor session)</i>
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11:20 am – 12:45 pm	Lunch <i>(on your own)</i>
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12:45 pm – 1:35 pm	Breakout Sessions
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1:45 pm – 2:35 pm	Breakout Sessions
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2:45 pm – 3:35 pm	Breakout Sessions
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This agenda is in development and subject to change



TABLES & EQUIPMENT INFORMATION

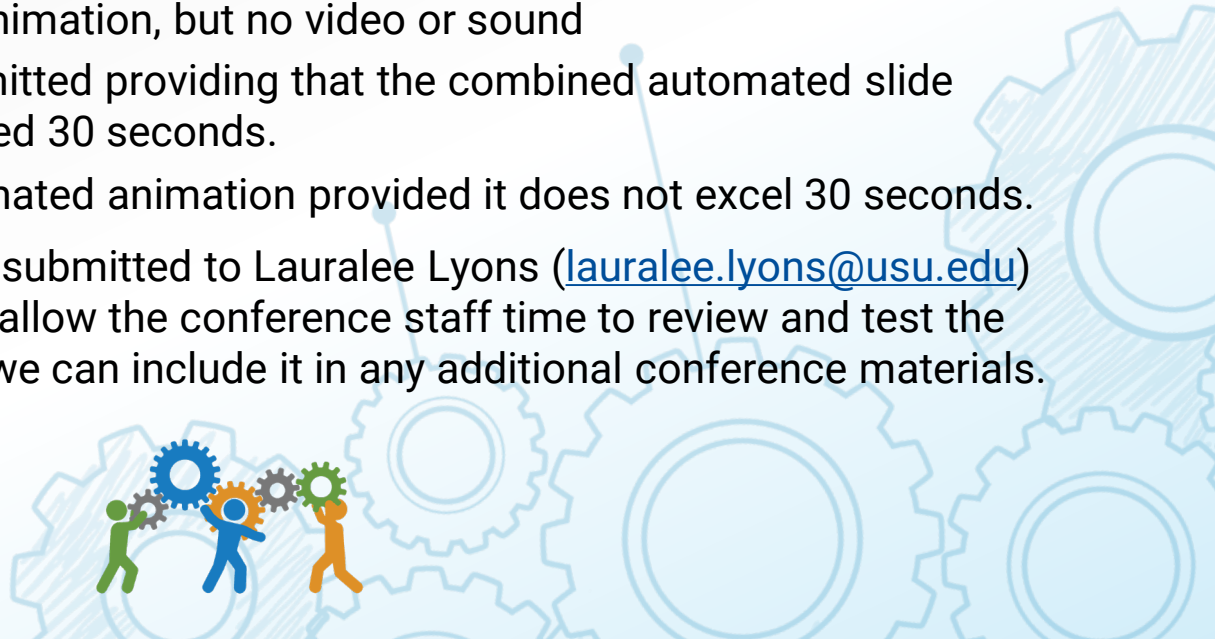
- All our sponsors and exhibitors will have a tabletop display situated in the area where general sessions will take place, with the option to purchase additional tables if needed. (Platinum sponsors will have two tables.) These tables are rectangular and six-feet long. All tabletop displays must be able to fit on top of the provided table. Only one floor model or pop-up banner will be permitted, and they will be set up adjacent to the table.
 - *Please note that your table will be adjacent to other sponsors, and we ask you to adhere to these requirements to be fair to your colleagues.*
- Shipping information to be used to send your materials to the venue will be provided to you later as we approach the conference.
- Electricity will be provided for each table. Please reach out to us if you have any additional AV needs.
 - *Depending on the request, additional AV may require an added expense.*





ELECTRONIC ADVERTISING INFORMATION

- Sponsors who select an option that includes an electronic advertisement will be given a full-page color display as part of an electric show reel which will be show on conference screens whenever there is not a presentation or other programming taking place.
- Advertisements will be displayed in 30 second intervals on a rotation. These advertisements will need to adhere to the following specifications:
 - In a PowerPoint file format, 4:3 aspect ratio, size/scale 10" wide by 7.5" high
 - File can include flash animation, but no video or sound
 - Multiple slides are permitted providing that the combined automated slide advance does not exceed 30 seconds.
 - Slide can contain automated animation provided it does not excel 30 seconds.
- Advertisements need to be submitted to Lauralee Lyons (lauralee.lyons@usu.edu) by **June 15, 2025**. This will allow the conference staff time to review and test the advertisement and ensure we can include it in any additional conference materials.





SPONSORSHIP PORTAL & LOGO SUBMISSION

- Following registration, sponsors will receive an invitation to join our event's **Sponsorship Portal**. The Sponsorship Portal houses a list of tasks to be completed by the sponsor prior to the conference. This list of items will include uploading a company/organization logo, providing a description of your organization, providing a link to your website, and other items as needed depending on the specific sponsorship options you select during your registration.
- If your company/organization selects sponsorship options that include a display of your logo, please upload a high-quality version of your logo in both EPS and JPG format to the Sponsorship Portal or email the files to Lauralee Lyons (lauralee.lyons@usu.edu). Please submit your logo to us by **June 15, 2025**.





CONTACT

For further information or to pursue this sponsorship opportunity, please contact:

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(405) 521-3378

Lauralee Lyons



lauralee.lyons@usu.edu



(435) 797-9034