Dear [insert name],

I would like to attend the [California Charter Schools Conference](http://charterconference.org/), March 14-17, in Long Beach, CA. The conference is the state’s premiere charter event and will provide an invaluable professional development experience.

Here are just a few of the opportunities I’d take advantage of so I can support positive outcomes for students at our school:

* **Professional Development –** Learning from my choice of 150+ breakout sessions on everything from governance to classroom management presented by experts.
* **Resources** – I’ll have the opportunity to engage with 300+ vendors who are focused on serving the unique needs of the charter community.
* **Inspiration** – this event offers inspiration through thought provoking content and perhaps most importantly by thousands of our colleagues.
* **Networking** –I’ll have opportunities to network with school leaders, developers and teachers– sharing insights, strategies, and best practices that sustain and accelerate the charter school movement in California.

Basic registration gives me access to 3 days of learning, keynote presentations, a massive expo hall and networking events for just [insert[rate](https://charterconference.org/2022/registration/) based on time of registration and CCSA membership status].

I’ve listed below specific topics that are applicable to my job and are directly related to initiatives we’re working on. The information I’ll gather at this conference will reduce the time and costs necessary to complete these projects, and I’ll use the strategies I learn to help advance other projects at our school/organization.

[List the topics you’re interested in learning about].

Feel free to browse the [this page](https://charterconference.org/2022/program/formats.php)and suggest other topics I might explore.

Thank you for considering this incredible professional development opportunity. Together, we can create engaging learning experiences that will help our students succeed.

Sincerely,

[Signature]