



Assembly Presenter Application

Thank you for applying to be a presenter for assemblies and presentations in Canyons District. Canyons takes very seriously, content that is presented to our students. Parents are extending their trust to us on what their students hear/see while at school. Our schools are also asked to limit assemblies and protect instructional time to the greatest extent. So when an assembly or presenter is welcomed into the school it is important that the content be both appropriate and deliver a valuable and meaningful educational message.

Schools may only choose off of the [approved presenter list](#). Presenters will be vetted and approved/denied twice a year during the spring (for the following school year) or fall. Any appeals or reconsideration will also only happen in these twice a year meetings. Approvals will not be considered at any other time.

The committee that will approve or deny presenters is made up of district administration, principals from each level and parents.

The committee will look for several factors, including:

- Content of presentation:
 - Aligns with and is educational/relevant to established CSD principles, standards and curriculum.
 - Provides value in exchange for instructional time.
 - Administrators should consider if content of presentation is already satisfactorily covered under current curriculum or if you are looking to add additional emphasis to the considered topic.
- Presenters are qualified for the topic they are presenting by applicable credentials (i.e. degree, professional license, educational background, qualifying experience). This is particularly true for mental health and suicide prevention presentations.
- Content is appropriate in a school setting.
- Proof of format and content via script or (Limit One) 5-minute video segment will be required for the committee to have a good understanding of your presentation.
- Social media review to see what a child sees if they look up the presenter.
- Content may or may not align with state educational standards, but will be expected to demonstrate a significant benefit to our students in an academic, career, safety or mental supports area.
- Mental wellbeing and wellness specific topics (for example: anxiety, depression, child abuse, anti-pronography, digital citizenship) will only be approved if provided by those with credentialed experience in counseling, psychology or therapy and are currently licenced.



- Authors must be published by a reputable, third party publishing company in the USA and any sales/offers must be disclosed well in advance and included in parent notification.
- All content, product or business referenced in the presentation must be age appropriate for minors.

Steps to complete to be considered at next Presenter Approval Committee Meeting

1. Complete Application
 - a. Go to: <https://www.canyonsdistrict.org/depts/external-relations/assemblies/>
 - b. Select "I am a presenter"
 - c. Download the fillable pdf
2. Submit a volunteer application online
<https://volunteer.canyonsdistrict.org/volunteersystem/#!/application/volunteer//>
 - a. **Please note:** You may not be in a school until this has been completed
3. Any applicable flyers or print materials on your presentation and business (if applicable)
4. (Limit One) 5-minute video segment of your presentation
5. Resume
6. References from other Utah schools you have presented at (CSD schools preferable)
7. Submit your completed application **as a .pdf** with all applicable materials and (limit one) 5-minute, video link to Marie Loudon at marie.loudon@canyonsdistrict.org. A picture or screenshot of your application is not acceptable.

Please note: Missing information may prevent approval.

If the committee has further questions we will contact you for additional clarification. Approvals will need to be renewed each year, though only changes to your application, staff, or presentation will need to be resubmitted.

Volunteer approval will need to happen annually after July 1.

Next Approval Committee meeting: October, 2023

Deadline for Application for this meeting: Friday, September 15, 2023

You will be notified of approval/denial within 30 days of the committee meeting.

Again, thank you for your interest in presenting in Canyons Schools. If you have further questions please contact Susan Edwards, 801-826-5184, susan.edwards@canyonsdistrict.org.