

# NJTESOL/NJBE, Inc.

## AN AFFILIATE OF NJEA, TESOL AND NABE

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New Jersey Teachers of English to Speakers of Other Languages/New Jersey Bilingual Educators, Incorporated

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A professional organization for those concerned with the teaching of English as a Second Language and Bilingual Education

Dear \_\_\_\_\_,

I am writing to request approval to attend the 2025 NJTESOL/NJBE Spring Conference at the Hyatt Regency Hotel in New Brunswick, NJ on May 20, 21, and/or 22, 2025. This year's conference theme is *Intersectionality: Shaping Experiences & Creating Opportunities*. This conference is an annual opportunity for professional development - bringing together hundreds of educators each day. This is a great opportunity for me to share and discover best practices and network with other K-12 ESL and bilingual educators, content educators, educators at the university level, district administrators, state representatives, researchers, and more.

As an attendee, I will:

- participate in a variety of workshops to learn best practices for supporting multilingual learners.
- leave with concrete ideas, tools, and resources to use in my role and bring back to share with colleagues in the district.
- network with colleagues in the field.
- obtain the latest information on state and national initiatives.
- visit and meet with the representatives at Sponsors & Exhibitors booths to find the latest and greatest teaching tools.
- receive 6 hours of professional development per day attended.

By registering now, I will receive a discounted registration rate for the three-day conference. Prices will increase after January 31, 2025.

The approximate total cost of my attendance will be:

Registration	
Mileage	
Parking (maximum \$25 per day)	

If you would like more information about the conference, you may find it on NJTESOL/NJBE website: <https://njtesol-njbe.org/spring-conference/>. You also might be interested in viewing the [2024 Spring Conference booklet](#) on the website above to get a better idea of the types of workshops offered and daily schedule.

Thank you in advance for your consideration.

Sincerely,