



Presenter Webinar

May 4, 2026, 1 p.m.

May 6, 2026, 4 p.m.

**MAY 26-28, 2026 | ERNEST N. MORIAL
CONVENTION CENTER | NEW ORLEANS, LA**



Agenda

- Summit Schedule
- Arrival and Check-in
- Session Materials
- Cvent
- Lunch
- Health and Safety
- Q&A



Summit Schedule



Schedule-Day 1

Day 1: Tuesday, May 26, 2026

Start Time	End Time	Event
7:00 a.m.	5:15 p.m.	Registration/Help Desk/T-shirt Distribution
8:00 a.m.	5:15 p.m.	Education Expo
8:30 a.m.	9:00 a.m.	Opening Session Pre-Show
9:00 a.m.	9:30 a.m.	Opening Session
10:15 a.m.	11:25 a.m.	Breakout Session 1
11:25 a.m.	12:40 p.m.	Lunch
12:40 p.m.	1:50 p.m.	Breakout Session 2
2:05 p.m.	3:15 p.m.	Breakout Session 3
3:15 p.m.	3:45 p.m.	Snack
3:45 p.m.	4:55 p.m.	Breakout Session 4



Schedule-Day 2

Day 2: Wednesday, May 27, 2026		
Start Time	End Time	Event
7:00 a.m.	4:45 p.m.	Registration/Help Desk/T-shirt Distribution
8:00 a.m.	5:00 p.m.	Education Expo
8:00 a.m.	9:10 a.m.	Breakout Session 5
9:25 a.m.	10:35 a.m.	Breakout Session 6
10:50 a.m.	12:00 p.m.	Breakout Session 7
12:00 p.m.	1:15 p.m.	Lunch
1:30 p.m.	2:40 p.m.	Breakout Session 8
2:40 p.m.	3:10 p.m.	Snack
3:10 p.m.	4:20 p.m.	Breakout Session 9



Schedule-Day 3

Day 3: Thursday, May 28, 2026

Start Time	End Time	Event
7:00 a.m.	10:00 a.m.	T-shirt distribution
7:30 a.m.	9:00 a.m.	Registration & Help Desk
8:00 a.m.	12:00 p.m.	Education Expo
8:00 a.m.	9:10 a.m.	Breakout Session 10
9:25 a.m.	10:35 a.m.	Breakout Session 11
10:50 a.m.	12:00 p.m.	Breakout Session 12



Arrival and Check-In



Arrival and Check-in

Ample [parking](#) is available at and around the Convention Center for a daily fee. Some [parking lots](#) only accept cash. Overnight parking is prohibited.

We encourage presenters to utilize ridesharing services, use [public transportation](#), or carpool on set up day and on the Summit days.



Arrival and Check-in

Presenters are responsible for loading and unloading their own materials. The LDOE and the Convention Center do not provide assistance with the loading and unloading of materials.

There are no covered driveways at the Convention Center. The closest drop-off location is the taxi/rideshare location. The LDOE recommends that you park in the Shuttle Hub and unload.

Please note — this area is for unloading and loading only. Parking here for more than 5–10 minutes may result in the car being towed at the owner's expense.

If bringing boxes in directly from the entrance, please be aware that wheels are not allowed to roll over the carpet of the lobby. Carrying items is fine.



Arrival and Check-in

- All registered presenters must check in to Teacher Leader Summit upon arrival. Check-in on subsequent days is not necessary.
- Early Check-In will be available in the lobby on **Monday, May 25 from 4-6 p.m.**
- Starting **Tuesday, May 26**, check in at the counter labeled “Presenter” in Lobby B1.



Arrival and Check-in

- At check-in, each presenter will receive a lanyard with an event badge.
- The lanyard and event badge must be worn at all times during the event to access the lunch halls and meeting rooms as needed.
- T-shirts can be picked up during early check-in and through the end of the event.

- Arrive to your designated meeting room 15 minutes before the session begins, as possible.
- Test any equipment and the presentation before attendees arrive.

Session Materials



Session Materials

There will be chart paper and markers available if needed. It is the responsibility of the presenter to provide all other approved materials for their specific session.

Presentation material will be preloaded on the laptops. Presenters should bring a portable drive with presentation materials as a backup.

LDOE will provide the following in each session room:

- Staff to facilitate room check-in
- A microphone
- Screen
- Projector
- Laptop

Session Materials

Presenters who want to use a presentation clicker during their sessions should bring their own. The Convention Center, the in-house UPS Store, and the nearby FedEx location do not rent or sell presentation clickers.

Document cameras will not be supplied, but presenters are welcome to bring their own.

The Teacher Leader Summit is a paperless conference. Presenters that choose to provide approved printed materials to attendees can utilize [The UPS Store](#), located in Lobby F of the Convention Center at your own expense.



Session Materials

After the event concludes, approved session decks and provided materials will be uploaded to the LDOE Professional Learning Platform.

Proprietary decks will not be shared and are already labeled proprietary. If your deck is not labeled proprietary notify the LDOE at ldoeevents@la.gov before **June 1**.



Cvent



Cvent

Cvent is the dedicated platform for 2026 Teacher Leader Summit. Cvent will be used by the LDOE to communicate announcements and updates before, during, and after the event.

Cvent's [Speaker Resource Center](#) (SRC) is made up of multiple pages that will allow you to achieve different tasks.

- My Profile: Update your information, such as title, company, social media links, etc.
- My Tasks: Displays a checklist of tasks that are assigned to speakers. Once a task is completed, the speaker can check off the task.
- My Sessions: Displays all of the sessions to which the speaker is assigned.

Cvent

Most have completed the tasks in the Speaker Resource Center. To ensure everything is displaying correctly, check out the Session List tab on our [event website](#).

If changes are needed, visit the [Speaker Resource Center](#):

- Speakers are not creating an account, and access must be granted each time.
- Click Log In and enter your first name, last name, and email address.
- Click Next to receive another email providing you with a verification code.
- Enter verification code on the log-in site.
- Click Verify to be logged into the Speaker Resource Center.
- If your system's firewall is blocking an email, please send updates to ldoeevents@la.gov.



Lunch



Lunch Menu, Tuesday, May 26

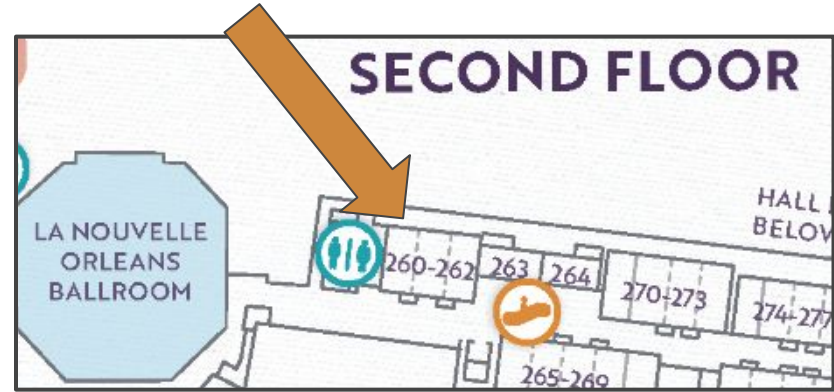
- Mixed Field Greens Salad with Tomatoes, Cucumbers and Carrots {GF, VGN}
- Ranch Dressing {GF, V} and Italian Vinaigrette {GF, VGN}
- Roasted Vegetable Salad with Baby Beets, Butternut Squash and New Potatoes, Tossed in Herb Vinaigrette with Arugula {GF, VGN}
- Kettle Chips {GF, VGN}
- Smoked Turkey Wrap with Brie Mousse, Green and Satsuma Chutney
- Smoked Ham and Jack Cheese with Lettuce on a Gluten Free Roll {GF}
- Marinated Roasted Portobello Mushroom with Roasted Red Peppers and Black Bean Hummus on a Gluten Free Roll {GF, VGN}
- Chocolate Chip, Oatmeal Raisin, Snicker-Doodle and Lemon Sugar
- Fresh Fruit {GF, VGN}
- Freshly Brewed Coffee, Decaffeinated Coffee, Hot Tea, Iced Tea, and Iced Water

Lunch Menu, Wednesday, May 27

- Mixed Field Greens Salad with Tomatoes, Cucumbers and Carrots {GF, VGN}
- Ranch Dressing {GF, V} and Italian Vinaigrette {GF, VGN}
- Quinoa Salad with Cherry Tomatoes, Cucumbers, Yellow Squash and Red Onion with Balsamic Vinaigrette {GF, VGN}
- Kettle Chips {GF, VGN}
- Hickory Smoked Turkey and Provolone Cheese with Lettuce on a Gluten Free Roll {GF}
- Cajun Roast Beef Wrap with Greens, Roasted Red Peppers and Herbed Creole Garlic Cheese
- Roasted Eggplant with Squash, Roasted Red Peppers, Sun-Dried Tomatoes and Lettuce on a Gluten Free Roll {GF, VGN}
- Chocolate Chip, Oatmeal Raisin, Snicker-Doodle and Lemon Sugar
- Fresh Diced Fruit {GF, VGN} Bulk
- Freshly Brewed Coffee, Decaffeinated Coffee, Hot Tea, Iced Tea and Iced Water

NEW Presenter Buffet Location

- Presenters will have access to a buffet lunch on the second floor in **Rooms 260–262**. Entry into this area requires a presenter badge.
- General attendees must report to Hall D–E for lunch.



Health and Safety



Health and Safety

The LDOE is working with New Orleans & Company and the Morial Convention Center to prioritize the safety and well-being of the Summit attendees.

New Orleans & Company has a strong partnership with the New Orleans Police Department. The city is making rapid strides to make New Orleans safer for all.

Together with NOPD, New Orleans & Company asks visitors to use the same personal safety precautions and to stay as vigilant as they would at home or in any metropolitan destination.

[New Orleans Visitor Safety Statement](#)



[Planning Tools](#) / [FAQs](#) / [Visitor Safety](#)

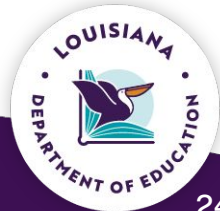
Visitor Safety Statement

Updated April 1, 2026

[Overview](#)

When it comes to public safety, New Orleans & Company's top priority is the well-being of everyone who lives and works here, along with the visitors who choose our city. New Orleans has a long track record of successfully hosting some of the world's most iconic and complex events— from spring festival season, including French Quarter Festival and New Orleans Jazz & Heritage Festival, to Mardi Gras, as well as major sporting events and hundreds of meetings and conventions year-round. By the end of 2025, the city had reached its lowest homicide levels since the 1970s, reflecting meaningful progress in public safety.

[2026 Stats](#)



Questions?

- Use the raise hand reaction at the bottom of your screen to unmute or send questions via chat.
- Send questions to ldoeevents@la.gov.

Thank you!

We cannot wait to see all of you in a few weeks!

