



AEA Professional Development Conference
November 4-5, 2021
Worksite Location: VIRTUAL

Complete and Submit to your building administrator.

Reminder: Act 1151 of 1993, A.C.A. § 6-17-702, requires that school employees notify their building administrator at least **30 calendar** days before attending the AEA Convention.

Notice of Intent

Yes, I will be attending AEA Professional Development Conference

To: _____
Building Administrator

From: _____

Date: _____

Pursuant to Arkansas Department of Education guidelines regarding attendance to AEA Convention (Professional Development Conference), you are hereby notified that I plan to attend the AEA Convention workshops on the date (s) and time (s) checked below:

_____ Thursday, November 4 – A.M.

_____ Thursday, November 4 – P.M.

_____ Friday, November 5 – A.M.

_____ Friday, November 5 – P.M.