

# GATE SYMPOSIUM



liffthegifted.org



**Pick a date!**  
See your Administrator and check your District calendar.



## September-October

**Pick a space**  
Classrooms or gym?  
Pick your space early! Order tables from your District Office.



**Have a Meeting**  
Present your idea to your teachers. Ask if they want to form a committee.



## September-December

**Decide on a GATE strategy**  
Will it be Thinking Prompts? Universal Themes? Intersections? Start simple your first year then build the curriculum.

**Look for Money!**  
Talk to your School Site Council, look into fund raising, look for grants!



Find a **Strong GATE Teacher** who can help build the program with you. Look for Mentor teachers for the students. Decide on extras such as after school hours, class time hours, meetings for parents and students etc.



## January-May

**Create and Print your Symposium Workbooks**  
Set your timelines. Allow at least 6 -7 weeks for the Symposium process. You can find workbooks at [www.liffthegifted.org](http://www.liffthegifted.org)

**Guide the students through the process.**  
As the GATE coordinator you will be the primary Mentor and Monitor of the process. Assist other teachers and pay attention to timelines. 3 weeks for research, 3 weeks for creativity is a good rule of thumb!



## Set Up!

Give yourself a week for set up if it is school wide. Look out for material requests, technology needs, and unexpected problems. Quality control is essential here!

