



Ministry of Education and Science  
of the Kyrgyz Republic



WORLD BANK GROUP

## Conference on “Education Innovations for 21<sup>st</sup> Century Skills”

### LOGISTICAL NOTE<sup>1</sup>

The Conference on “Education Innovations for 21<sup>st</sup> Century Skills” is co-hosted by the Ministry of Education and Science of the Kyrgyz Republic and the World Bank Group’s Europe and Central Asia Region (ECA) Education Global Practice.

The conference will be held in Bishkek, Kyrgyz Republic from June 22 to June 23, 2015.

In the link below, you will find the agenda as well as other information about the conference, including the conference overview, speakers’ bios, presentations, background and other reading materials, which we encourage you to browse ahead of the conference.

<http://www.worldbank.org/en/events/2015/05/28/education-innovations-for-xxi-century-skills>

#### Conference Approach

There are four considerations that inform the conference approach.

1. **Country delegation-led.** The country delegations’ participation is critical for a successful conference. Each country delegation has been asked to prepare a short brief that summarizes two main challenges to developing schools for 21<sup>st</sup> century learners, both of which should be related to the four conference themes: *effective teachers, strong leadership, social emotional skills development, and innovative learning environments*. The brief will also include questions under each challenge area that country delegation would like to pose to the conference. The country delegations will be asked to submit their briefs by **June 12**. Once they are translated, they will be uploaded to the conference web site and sent to presenters and staff.

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<sup>1</sup> *This document provides details on the logistical and administrative arrangements for the conference. If you need further information or clarification, please contact Ms. Sujani Eli at [seli@worldbank.org](mailto:seli@worldbank.org) or Ms. Carine Ter-Apokova at [cterakopova@worldbank.org](mailto:cterakopova@worldbank.org).*

To maximize country delegation participation, presenters are requested to limit their presentations to 15-20 minutes each, using no more than 7 PPT slides. The organizers will strictly enforce the time limits! Presenters are requested to submit their PPT slides to the conference organizers (listed at the end of this note) by **June 16** to ensure sufficient time for translation. Any changes after the initial submission will need to be communicated to the conference organizers/translators.

Finally, presenters and World Bank staff are asked to ensure that country delegations are given priority to comment or raise questions during the conference.

2. **World Bank support.** On the second day of the conference, presenters and staff will work with country delegations to “crowdsource” solutions to the challenges identified in the country briefs and identify concrete ways in which the World Bank can provide support. World Bank staff will be asked to serve as recorders and produce a one-page note summarizing the discussion. This note will be used for future discussions on World Bank engagements in the respective countries.
3. **Conference reflecting the classroom.** Since the conference is a learning event, we are encouraging presenters, staff, and country delegations to “walk the talk” of the four conference themes. For example:

Effective teachers = effective presenters

Strong leaders = strong policy makers/institutional managers

Social emotional skills development = staying on time/networking/collaborating

Innovative learning environments = physical space and participant/presenter/staff dynamics

We will elaborate more on this point during the conference.

4. **Immediate outputs.** Select World Bank staff will be asked to “live blog” each session, which will be simultaneously translated into Russian and posted on the conference web site. These one-page blogs will provide an immediate summary of the conference content for our own learning, but also for country delegations to take back to their respective countries for further policy discussions.

### Pre-Conference Information Session

All speakers and World Bank staff are requested to attend a pre-conference information session at the conference venue on Sunday, June 21 at 1 p.m. The conference organizers will review the overall approach of the conference, ask each presenter to test run IT and other equipment, as well as field questions regarding the assigned roles for World Bank staff. Please let the conference organizers know if you are unable to participate in the information session.

## Registration

On-site registration will take place at the conference venue on Monday, June 22 at 8 a.m.

## Venue

The conference will be held at the Shayr Ballroom of the Hyatt Regency Bishkek hotel (see below for more hotel information). Speakers and staff are requested to attend all sessions on both days.

## Languages

The working languages of the conference will be English and Russian. Simultaneous interpretation will be provided in these languages.

## Travel Arrangements

The conference organizers will make travel arrangements for presenters. World Bank staff should follow the usual Travel Request process.

### Visa to Enter Kyrgyz Republic

Although speakers and staff will be responsible for arranging their visa to enter Kyrgyz Republic, the conference organizers can provide guidance on what is required, as well as a visa letter. Please contact Ms. Meerim Sagynbaeva at [msagynbaeva@worldbank.org](mailto:msagynbaeva@worldbank.org), copied to Ms. Sujani Eli at [seli@worldbank.org](mailto:seli@worldbank.org) and Ms. Carine Ter-Akopova [cterakopova@worldbank.org](mailto:cterakopova@worldbank.org) for visa-related requests.

## Accommodations

The conference organizers will reserve rooms at the Hyatt Regency Bishkek hotel on behalf of the presenters and Bank staff. Please pay your bill at the end of your stay and request reimbursement through your Statement of Expenditures. It is very important that all SOEs are sent to Ms. Sujani Eli at [seli@worldbank.org](mailto:seli@worldbank.org) no later than **June 26, 2015**. See below some hotel information.

### Hyatt Regency Bishkek

191, Abdrahmanov Street, 720011, Bishkek  
Kyrgyz Republic  
Phone : +996 312 661234  
Fax : +996 312 665744  
Web : [bishkek.regency.hyatt.com](http://bishkek.regency.hyatt.com)  
E-mail : [bishkek.regency@hyatt.com](mailto:bishkek.regency@hyatt.com)



### Check-in and Check-out Time

Hotel check-in time is from 2 p.m. onwards. In order to have access to the room before this time, the room should be pre-booked from the night before. Check-out time is 12 p.m. noon.

### Room includes:

- American Breakfast Buffet
- Bottled water replenished daily
- Coffee /Tea facilities in the room
- Access to Club Olympus
- Wi-Fi

### Incidental Expenses Charged to Room

All presenters and staff are responsible for covering the cost of all incidental expenses (e.g., minibar, room service, phone calls, pay TV, laundry, etc.) charged to the room. Each presenter and staff will be responsible for settling their incidental bills directly with Hyatt Regency at the time of check-out. All presenters and staff are required to submit receipts for "actual expenses" instead of per diems for the duration of the conference.

### Medical and Travel Insurance

The World Bank does not provide automatic medical or travel insurance to presenters invited to attend conferences. Should any medical emergency occur, you will need to use your own medical insurance that covers you while traveling. The World Bank also does not provide travel insurance for your luggage.

### Contact Information

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**We look forward to seeing you in Bishkek!**