



## ***How To Work With Less, Produce More & Still Get The Job Done In A Sensible School Week - For Administrators and Their Secretaries***

### **Want To Reduce Your Total Work Hours & Multiply Your Time In Classrooms By 500%?**

#### **In This Program You Will Learn How To...**

- ✚ Maintain a sensible workweek by increasing personal productivity and efficiency.
- ✚ Observe classroom instruction for two full days each week.
- ✚ Be re-energized in the role of "Instructional Leader".
- ✚ Employ best practices for utilizing administrative support.
- ✚ Organize your school community around producing breakthroughs in student achievement.

#### **What Participants Say About TBC's Program...**

*TBC has been the most powerful formal training I have ever received in any leadership institute. This is my 6th year as a Denver Public Schools Principal and the first that I have actually started the school year off with EXTRA TIME ON MY HANDS!*

**Barbara Cooper, Principal, Hallett Academy, Denver Public Schools, Denver, CO**

*TBC's coaching with me, my cabinet and principals helped us stay focused on specific actions that caused real breakthroughs in student achievement. We learned to focus on the target - Every Student Learning - by becoming more effective leaders ourselves.*

**Ken Noonan, CA Superintendent of the Year 2002, Oceanside Unified School District**

*TBC' program provided a leadership structure that increased my time in classrooms to monitor instruction, support teachers, and provide essential professional development aligned to the immediate needs of my students and teachers. As a result, our school attained National NCLB Blue Ribbon status and has become a model for other inner city schools at closing the achievement gap.*

**Kathy Greider, Principal, Dwight Elementary, Hartford, CT**

- Dates:** **November 2, 2009 (Administrators ONLY),  
November 3, 2009 (Administrators + Secretaries)**
- Time:** **8:00 am - 4:00 pm both days**
- Where:** **CT Association of Schools**
- Cost:** **\$450.00 per team of two (Principal/Admin & Secretary)**

**To register go to [www.casciac.org/register](http://www.casciac.org/register). Click on Breakthrough Coach 2009.  
For further information contact Erin Guarino, CT Association of Schools  
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