How To Work With Less, Produce More & Still Get The Job Done In A Sensible School Week
~ for Administrators and Their Secretaries/Assistants ~

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...

I had to address the time management issue before I could realistically address the process issue in Teacher Evaluation.

Barbara Fillhart, Principal, Sligh Middle School, Hillsborough County School District, Tampa, FL

I learned how to collaborate, communicate and delegate, using TBC’s Management Methodology™ and my secretary. I began developing a "turnkey system" to train staff and establish administrative depth – still a work in progress, but it's not just about me anymore. The school runs even when I’m not there, leaving me more time for a personal life.

Curt Bunting, Principal, Sussex Technical High School, Georgetown, DE

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, Superintendent, Farmington, CT Public Schools

Dates: Monday, March 24, 2014 (Administrators ONLY)
Tuesday, March 25, 2014 (Administrators & Assistants)

Time: 8:00 am - 4:00 pm each day

Where: Connecticut Association of Schools, 30 Realty Drive, Cheshire, CT 06410

Cost: $600 per team of two (Administrator & Assistant)
$400 per additional Administrator
$200 per additional Assistant

Registration Deadline: February 28, 2014

Payment: Payable to “CAS” and due by March 3, 2014. Any Purchase Order must be forwarded to CAS upon registration. Refunds will not be available for non-attendance at the conference or for cancellations made after March 3, 2014.

REGISTRATION IS LIMITED TO TEAMS FROM CAS MEMBER SCHOOLS THROUGH February 1, 2014.

If space remains after February 1st, registration will open to any team from Connecticut, Massachusetts or Rhode Island.


For registration information, contact Noreen Liberopoulos at the Connecticut Association of Schools at nliberopoulos@casciac.org or 203-250-1111.