

In Conjunction with the Connecticut Association of Schools (CAS) and Cooperative Educational Services (C.E.S.)

Offers Principals, AP's, C.O. Administrators & Their Secretaries

# How to Work Less, Play More, & Still Get the Job Done in a Normal School Week

Want to reduce your work load by 15-20 hours a week, while multiplying your time in classrooms by 500% or more?

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

- <u>Work a 40-50 hour week</u>, while increasing organizational productivity and efficiency.
- <u>Observe classroom instruction</u> for at least 2 full days each week
- <u>Be reenergized</u> in the role of "Instructional Leader".
- Employ best practices for <u>working with the school</u> <u>secretary.</u>
- Prepare your organization to produce <u>significant increases</u> <u>in student achievement</u> measures.

# What Participants Say About TBC 2 Day Program...

After attending your 2 day workshop in August, I changed everything about the way I do business. This has been the most successful year of my career. My schedule is to be envied. I have remained true to two days per week in the classroom. I have yet to work a weekend and I am able to leave the office by four o'clock. What can I say - I am hooked.

David C. Harding, Principal, Hall Memorial School, Willington, CT

I experienced the biggest benefits of The Breakthrough Coach program after attending the 2 Day Program. I am now spending a minimum of two days a week in classrooms coaching instruction, and have more personal time with my family than ever before.

Moreno Carrasco, Principal, Montgomery County HS, Montgomery County PSD, MD



- Dates: Tuesday, May 13, 2008 (Administrators ONLY) Wednesday, May 14, 2008 (Administrators + Secretaries)
- **Time:** 8:00 am 4:00 pm both days
- Where: Cooperative Educational Services 25 Oakview Drive, Trumbull, CT 06611 (203) 365-8800

**Cost:** \$425.00 per team of 2 (Principal/Admin + Secretary)

For more information, contact Principals' Center director Mike Buckley @ CAS (1-203-250-1111 or mbuckley@casciac.org)

#### **TO REGISTER**

✓ Visit <u>www.casciac.org</u>, then

click on Professional Development & Conference Registration

OR

✓ Complete Registration Form & Mail/Fax To Address Below

Registrations will be accepted on a "First Come, First Serve" basis.

 $\checkmark \quad \text{Acceptances will be confirmed.}$ 

#### **REGISTRATION FORM**

District/School:	District/School Contact:
Address:	City:
Phone:	Zip:
Email:	# of Teams Attending: PO#:
Administrator(s) Name(s) & School/Dept:	Admin Asst/Secretary(s) Name(s):

CHECKS OR PO'S SHOULD BE MADE PAYABLE TO: CONNECTICUT ASSOCIATION OF SCHOOLS

RETURN COMPLETED REGISTRATION FORM WITH CHECK OR PO NO LATER THAN APRIL 25, 2008 TO:

CT ASSOCIATION OF SCHOOLS • 30 REALTY DRIVE • CHESHIRE, CT 06410 • FAX: (203)250-1345

**REFUNDS WILL NOT BE AVAILABLE FOR NON-ATTENDANCE OR CANCELLATIONS** 

AFTER MAY 1, 2008