

## REGISTRATION FORM

Name: \_\_\_\_\_

Position: \_\_\_\_\_

School: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

SS#: \_\_\_\_\_

Check here if you are staying overnight  
on May 8th

**Please return by April 20, 2007 to:**  
**Administrator Academy**  
**Cooperative Educational Services**  
**40 Lindeman Drive**  
**Trumbull, CT 06611**  
**FAX: 203-365-8846**



**1.2 CEU's will be awarded for  
FULL Academy only**

## DIRECTIONS TO Heritage Resort & Conference Center

### From New Haven

Route 34 to Route 8 North  
Take exit 22, turn left, at light turn left onto Route 67

In Southbury, continue under the I-84 overpass to the third traffic light, turn left onto Heritage Road  
Heritage Resort & Conference Center is one mile ahead on right side

### From Bridgeport/Stamford Area

I-95 or Merritt Parkway North to Route 25  
(north/Danbury)

Follow Route 25 to Newtown Line. At Historic Flagpole in downtown district, turn right  
Follow signs for I-84, take I-84 East to exit 15 in Southbury

Turn left at the bottom of exit ramp onto Rt. 67/6  
Go to third traffic light, turn left  
Heritage Resort & Conference Center is one mile ahead on right side

### From Hartford Area

I-84 West to exit 15 in Southbury  
Turn right at bottom of exit ramp  
Go to second traffic light, turn left onto Heritage Road  
Heritage Resort & Conference Center is one mile ahead on right side



Connecticut State Department of Education

*In conjunction with*



**The Connecticut Association of Schools**  
*and*



*present*

**Administrator Academy:  
Leading Change...  
And Getting Everyone on Board**

**May 8 & 9, 2007**

*Heritage Resort & Conference Center*  
*522 Heritage Road*  
*Southbury, Connecticut*

The Connecticut State Department of Education, the Connecticut Association of Schools, and Cooperative Educational Services - with support from the Wallace Foundation - are collaborating to develop a continuum of standards-based school leader professional development programs. *Leading Change...And Getting Everyone on Board!* is the first in the series of opportunities coming your way.

This Academy is intentionally scheduled at the end of the year in order to provide each participant an opportunity to:

- *reflect on experiences from the past year;*
- *focus on leadership for change;*
- *examine how to work with different stakeholders;*
- *learn change practices and strategies.*

The Academy will allow participants to identify the strategies needed to engage key stakeholders and lead desired change in the next year. The work during this Academy will focus around three key facets of change:

- *Identifying the right work;*
- *Choosing and developing the right team;*
- *Selecting the right processes and tools for your specific change;*
- *Getting everyone on board...even the resistors!*



The Academy is open to all administrators. This Academy is FREE and limited to the first 50 registrants. Therefore we ask that registration be a commitment to attend both days.

Each participant will receive and be asked to read prior to the conference, a copy of Robert Marzano's *School Leadership That Works*.

**Registration is Due April 20**

*The waived registration fee does not include lodging. If participants are interested in lodging, a special rate of \$139/double room is available for Administrator Academy attendees (this fee will be the responsibility of the participant). You can call the Heritage Resort & Conference Center at 203-264-8200 for reservations and be sure to mention this Academy to receive the special rate.*

**Tuesday, May 8, 2007**

- 8:00 – 8:30 Registration & Breakfast
- 8:30 – 9:00 Welcome & Warm Up Activity
- 9:00 – 10:00 A Framework for Change
- 10:15 – 11:30 Leading Change: Navigating, Strategizing, and Decision-making  
The Change Game Part I
- 11:30 – 12:15 LUNCH
- 12:15 – 2:15 Leading Change: Navigating, Strategizing, and Decision-making  
The Change Game Part II
- 2:15 – 2:45 The Many Facets of Change
- 2:45 – 3:00 Closing
- 6:00 – 8:00 Networking Dinner  
(for those who choose to stay overnight)

**Wednesday, May 9, 2007**

- 8:00 – 8:30 Breakfast
- 8:30 – 9:45 Getting Everyone on Board
- 10:00 – 11:00 Prioritizing the Work
- 11:00 – 12:15 Choosing and Engaging Your Team
- 12:15 – 12:45 Lunch
- 12:45 – 1:45 Looking at Ourselves as Change Agents
- 2:00 – 2:30 Self-Reflection
- 2:30 – 3:00 Debrief & Wrap-Up