

## 2015-16 ELC Workshops for Principals, Assistant Principals, and Teachers

*One-Day*  
**Time To Teach Workshop**

### **Classroom Management**

Grades PreK - 12

*"Perhaps one of the most unchallenged assumptions in school settings today is that children are arriving at schooling ready and willing to behave. We have generations of students arriving at school who are not as well "socialized" as students of yesteryear.*

*We must teach our students the behaviors we expect them to demonstrate!"*

*Rich Dahlgren, President- Time To Teach*

#### **Workshop Topics:**

- Maintaining a calm mindset
- Appropriate classroom arrangements and designs
- Creating a positive learning environment
- Teaching and enforcing procedures and rules
- Establishing and maintaining strong student-teacher relationships
- Firmly but fairly carrying out disciplinary consequences
- Reducing discipline office referrals

#### **Special Half-Day Workshop!**

***Teach-To's: Teaching and Enforcing  
Procedures and Rules***



**EDUCATIONAL LEADERSHIP  
CONSULTING**  
EDUCATION , RELATIONSHIPS , LEADERSHIP

#### **ABOUT ELC**

*Dr. Deborah E. Jones, fondly known as "DJ", established ELC in 2006. DJ retired as principal from the Guilford County School System in Greensboro, NC. She founded ELC on the belief that relationships, education, and leadership are critical factors that determine the success of any organization, its people, and the quality of services it provides. DJ served as a trained turnaround school team leader for the North Carolina Department of Public Instruction for three years. DJ conducts workshops, provides consulting and coaching services to principals and teachers, and speaks to student and parent groups. DJ demonstrates a strong passion and commitment to school improvement, educating minority children and children of poverty.*

#### **Contact Information**

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*One-Day*

**Time To Teach Workshop**

### **Student Engagement, Learning Styles, and Differentiated Instruction**

Grades 6 - 12

Teachers will work together sharing and planning engaging lessons using Howard Gardner's Multiple Intelligences, Bloom's Revised Taxonomy, and Webb's Depth of Knowledge. They will learn to apply various strategies to accommodate their students' diverse learning abilities, interests, and needs. The teachers will practice instructional strategies that support the Time To Teach Pillars of Differentiated Instruction. They will come away from the workshop with the ability to engage and motivate their students with relevant, responsive, and enjoyable learning experiences.

#### **Workshop Topics**

- Multiple Intelligences and Learning Modalities
- Pillars of Differentiated Instruction
- Promoting Positive Feelings
- Promoting Attention/Interests
- Promoting Connectedness and Relevance
- Promoting Self-Efficacy

***This workshop can be adapted to be  
conducted during the school day!***

## ***“Too Much Discipline and Not Enough Time for Instructional Leadership”***

*For Principals and Assistant Principals with 3 or more year’s experience?*

### **What is a Brown Bag Workshop?**

Principals and Assistant Principals are busy; sometimes too busy to leave campus to attend a full day of professional development. Can you spend 4 hours on TWO focused and relevant topics designed to increase your effectiveness?

Bring your “bag breakfast or lunch” and be prepared for a fast-paced “tune-up” of your current leadership knowledge, skills, and practices on selected topics.

Are you spending more time with student discipline than instructional leadership?

*You will participate in a 4-hour workshop focused on two critical areas of a school leaders’ day:*

***Instructional Leadership and Student Discipline.***

Participants will be given research-based strategies and tips that will improve teacher and student performance and help you prioritize the events of your day! You can reduce office referrals!

### **Just a sample of workshop topics!**

- Job Descriptions
- A School Improvement Equation
- Feedback and Coaching Teaching Teachers
- Classroom Walkthroughs and Wall Walks
- Monitoring Curriculum, Instruction, Assessment
- Control Office Referrals
- Nip it in the Bud in the Classroom
- School-wide Rules and Procedures
- Every Principal Should Have a Posse



**One-Day**

## **For New Assistant Principals!**

(Less than 2 years experience)

### ***“More than Buses, Books, and Behavior”***

The assistant principal role is a pipeline job to the Principalship. It is important that you start preparing for the next step by assuming leadership and managerial responsibilities. How will you contribute to school improvement and student achievement? How can you enhance your instructional leadership skills, coach teachers, work with the public, and the community?

This workshop is designed to introduce beginning assistant principals to a more comprehensive view of the role of school leadership. Participants will receive strategies, tips, and information that will aid in the transition to school administration and contribute to overall school and student success. Participants will leave the workshop knowing their job is more involved than managing buses, counting books, and enforcing school rules.

### **Workshop Topics**

- Job Description and Evaluation Standards
- Leadership, Leaders, and Managers
- School Improvement Equation
- Transition and Change Management
- Relationships for Learning
- Instructional Leadership, Monitoring, and Data
- Feedback and Coaching Teachers
- Working with Students and Parents

**One-Day**

## **New Principals Only: Creating a 30-30-30 Day Action Plan**

*“After the workshop, I felt like I had a plan to help me be successful in my 1<sup>st</sup> year as a principal.”*

*Michelle, Principal- Randolph County  
June 2015*

This fast-paced workshop is designed for new principals with 2 years or less experience. You will participate in a facilitated coaching and planning session. Principals will learn to identify, prioritize, and communicate key tasks and information that will set the direction for school improvement the first 90 days.

At the end of the day, you will have a framework to write a customized 90-day action plan developed around these sample focus areas:

- School Culture
- Transitions and Change Management
- Relationships for Learning
- School Improvement and Student Achievement
- Collaboration and Delegation
- Key Stakeholders – External and Internal Publics
- Communicating Your Messages
- Instructional Leadership and Critical Data
- Time Management

### **Workshop Sessions**

- *Where do you start? “Setting the Tone and Establishing Priorities.”*
- *Instructional Leadership: “Improving Teacher and Student Performance.”*
- *Shared Leadership: “Team Building and the School Improvement Team.”*