



Minnesota Administrators for Special Education (MASE) New Leaders' Training 2010-11

MASE New Leaders' Training is a series of professional development sessions that provide opportunities for

- newly employed Minnesota special education directors to explore the basic information needed for a successful first year
- mid-level leaders to enhance leadership skills either in preparation for advancement in leadership or for general skill development
- "newer" leaders who wish to refresh their training.

Participants have an opportunity to meet other new leaders, experienced colleagues, state department staff and other resource people from the special education community. Topics include federal and state special education law, finance and budgeting, state reporting, program topics, and leadership. Continuing education credits are awarded.

Wednesday, July 28 • Noon – 4 pm

Day before the MASE Summer Institute
Sugar Lake Lodge, Grand Rapids

Welcome!

- Lunch and "Getting to Know You"
- You're the Leader – NOW WHAT!?!?
- Introduction of the book, *Building Strong School Cultures – A Guide to Leading Change*, by Sharon Kruse and Karen Seashore
- Taking Care of Yourself

Wednesday, September 22 • 9 am – 4 pm

Dinner with mentors/buddies follows
MASE Offices, St. Paul

Leadership Resources

- Your Associations, MASE and CASE
- Working with a Mentor
- A Virtual Tour of MDE
- Always Be Prepared—Resources When You Need Them Fast!
- Collegial Collaboration: The New Kid on the Block and the District Leadership Team

Wednesday, October 27 • 9 am – 4 pm

Day before the MASE Fall Leadership Conference
Cragun's Conference Center, Brainerd

Building the Team

- Developing Relationships and Building the Team You Lead
- Supervising Difficult People
- The Important Conversations of Collaborative Leadership
- Working with Your Board and Your Superintendent(s)

Thursday, December 9 • 9 am – 4 pm

MASE Offices, St. Paul

Special Education Finance

This session will be tailored to the specific needs of the participants.

Wednesday, March 16 • 9 am – 4 pm

Day before the MASE/MASA Spring Conference
Northland Inn, Minneapolis (Brooklyn Park)

Legal Topics

- Employment Issues for New Leaders
- The Top Ten Errors in Special Ed from the View of a Former Administrative Law Judge
- Special Education Case Law Review
- Special Education and Section 504 Discipline Issues

Wednesday, May 4 • 9 am – 4 pm

Day preceding the MASE Best Practices Conference
Madden's Lodge, Brainerd

Endings and Beginnings

- Bridging Data and Results
- Endings and Beginnings, the David Allen Reflection Questions
- Negotiating For Yourself!
- Discussion – How did the first year go?

Registration:

To register, return this form:

1884 Como Av., St. Paul, MN 55108

or fax: 651-645-7518

Mail your payment or we will bill you.

Yes, I would like to participate in MASE New Leaders' Training!

Name: _____

Title: _____

Organization: _____

Street Address: _____

City/State/Zip: _____

Phone with Area Code: _____

Email Address: _____

Cost: \$50/session for MASE members; \$75/session for nonmembers.

_____ **Please check here if you are attending the MASE Summer Institute.**
The July 28 session is free for those attending the MASE Summer Institute.

Please check the sessions you wish to attend:

_____ All Six Sessions
Participants attending all six sessions will receive, at no charge, the book, *Building Strong School Cultures – A Guide to Leading Change*, by Sharon Kruse and Karen Seashore, which will be used for discussion during the training sessions.

_____ Wednesday, July 28 • Noon – 4 pm

_____ Wednesday, September 22 • 9 am – 4 pm

This session includes dinner with the mentors/buddies.

Please check one:

_____ **YES I will attend the dinner.**

_____ **No thanks; I am unable to attend the dinner.**

_____ Wednesday, October 27 • 9 am – 4 pm

_____ Thursday, December 9 • 9 am – 4 pm

_____ Wednesday, March 16 • 9 am – 4 pm

_____ Wednesday, May 4 • 9 am – 4 pm

Mentors/Buddies

New directors may request a mentor and other participants may request a buddy.

_____ I am a new director and I would like a mentor.

_____ I am a mid-level leader/coordinator/supervisor and would like a buddy.

Lodging: Please make your own arrangements. Lodging options near the MASE office: <http://www.mnasa.org/2124101021664567/site/default.asp>

Questions: 651-645-6272 • members@mnasa.org

If you must cancel: Program fees will be refunded up to two weeks before the session date, less \$20 for administrative costs. No refunds after that date. Lodging cancellations are the responsibility of the participant, without exception.

Thank you – see you at the sessions!