

**Special Education Leadership Academy**  
**September 27, 2016**  
**9:30am - 3:30pm**

	<b>Topic</b>	<b>Meeting Notes</b>
9:45	Meeting Purpose	Introductions and explanation of meeting purpose
10:05	Establishment of Norms	<ul style="list-style-type: none"> <li>- Support each other and the organization</li> <li>- Participate with professional engagement</li> <li>- Practice and presume positive intent</li> <li>- Communicate respectfully to promote understanding and listening to all voices</li> <li>- Honor commitments while holding self and others accountable</li> </ul> <p>Look for Review (see notes as well):</p> <ul style="list-style-type: none"> <li>- Request for more turn and talk opportunities embed into the sped lead teacher meeting</li> <li>- Clarify who is contacted if a lead is running late - s email Terri or Mary</li> <li>- Is this an adult problem or a child problem? Focus child centered solutions...sentence starters, engagement and leaning into the conversation.</li> <li>- Validation and affirmation and then moving into so finding</li> <li>- Deb and Krista have some examples of sentence starters</li> </ul>
- 10:40	Your Strengths as a Leader in Special Education <ul style="list-style-type: none"> <li>- Journal Work</li> </ul>	Growing into the role of Sped Lead <ul style="list-style-type: none"> <li>- Strengths and journaling</li> <li>- Share out - the “why” of what each staff person do</li> <li>- What would be the wordle? Growth, significance, impact, resource, collaboration, connection , probl</li> </ul>

		solving, team work, life long learning, encourage
- 11:00	Review of Job Description - Small group work	- Broke up into 2 groups
- 11:30	Person, Role, System - Video - Journal Work	- Reviewed video and discussed with peers
- 12:15	Lunch	
- 1:00	Strengths Finders - 4 Basic Needs of Followers	- Reviewed leadership guides and posted strengths dry erase board
1:30	Special Ed Lead Roles	
2:00	Leadership - Ted Talk - Discussion	
2:30	Accountability Pathway - Watch video - Handout	
3:00	Action Commitments/Growth Edges	
3:30	Closure	