Sample

Participant Agenda for APPLE Leadership Institute Thursday - Friday May 3-4, 2018

Day 1: Thursday, May 3	Day 2: Friday, May 4
8:30 a.m 4:30 p.m.	8:30 a.m 4:30 p.m.
8:30 – 9:00 Continental Breakfast and Networking	8:30 - 9:00 Continental Breakfast and Networking
9:00 Welcome & Opening Activities	9:00 Welcome Back & Announcements
 Context and Faculty Introductions 	❖ Introduction to Storytelling
 Agenda Review & Volunteers for the Day 	❖ Building Intercultural Communities: Deep Listening
Objectives & Expectations	❖ Step 2 of TAPP: Current Reality
❖ Participant Introductions	
❖ Parent Leadership History Highlights	Context As Whole Group
	Complete Step 2 in Teams
 True Colors Personality Inventory 	Noon Lunch in Assigned Groups
Part 1 Building a Team, Understanding Communication Styles	Group Photo
Part 2 Using Differences to Build a Strong Team	12:45 TAPP: Teams complete Step 3: Possible Actions Brainstorm
Noon Lunch in District Teams	❖ TAPP: Teams complete Step 4: Prioritizing & Following Through
12:45 Whole Group Brainstorm: Creative Ways To Strengthen SEPACs	 District Action Plan Presentations Presentation Guidelines (Whole Group)
❖ Team Action Planning Process (TAPP)	Presentation Preparation (Team Time)
Overview of TAPP Purpose & Steps	District Presentations (Whole Group)
Meeting Room & Facilitator Assignments	❖ Closing Activities
Work in District Teams To Complete: Step 1: Your Practical Vision	4:30 Adjourn
4:15 Reconvene for Closing Conversation	
4:30 Adjourn	

The A.P.P.L.E. Institute is sponsored by the Federation for Children with Special Needs with funding from the Massachusetts Department of Elementary and Secondary Education, Office of Special Education Policy and Planning.