

ASPIRING LEADERS OF LASBO
Leadership Training INSTITUTE
Tuesday & Wednesday, June 11-12, 2019
Natchitoches Events Center, Natchitoches

➤ **PURPOSE OF THE ALL INSTITUTE**

LASBO values the opportunity to provide useful training on effective skills that can be developed to improve the daily job performance of its membership. LASBO hopes that this leadership training will provide a quality learning experience for those who are selected to attend. LASBO will also develop a continuous framework of classes to be offered during workshops at Fall and Spring Conferences for the ALL Institute Attendees.

➤ **WHO'S ELIGIBLE TO ATTEND**

Leadership is an intensive learning experience best presented in groups of 40 to 50 attendees. **Therefore, registration will be offered first to current LASBO Board Members, then to CFOs with 5 years or less of experience in their current position, and finally to the LASBO membership at large who are in most need of leadership training with CFOs given preference until the maximum class size is reached. We ask that only one person from each LEA attend.**

➤ **THE ALL INSTITUTE FEES & COSTS**

Registration fees for attending the ALL Leadership Institute will be **\$75.00** per attendee. Attendees will not be responsible for the cost of their hotel accommodations for Tuesday night, as sponsorship dollars from Arthur J. Gallagher of Louisiana, through their representative, Nancy Sylvester, will cover this expense. However, if you do need a hotel room for Monday night, LASBO will invoice you for one night.

➤ **HOTEL ACCOMMODATIONS**

The 3rd Annual ALL Institute will take place at the Natchitoches Events Center in Natchitoches, LA. Accommodations are available at the Chateau St. Denis Hotel, across the street from the event center. The hotel reservations will be made for each attendee by The ALL Institute Committee.

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Upon notification of acceptance into The ALL Institute, each attendee will be given the information regarding their reservation.

➤ **INSTITUTE ATTIRE**

Attire during the instructional agenda is business casual, but please dress comfortably. Dinner attire for Tuesday night should also be business casual.

➤ **ITEMS TO BRING**

Attendees are welcome to bring laptops, tablets, or any other accessories to assist them in taking notes. However, cell phones are expected to be set in silent mode during all presentations. Attendees should also bring their full attention and remain engaged throughout the entire presentation.

➤ **THE ALL INSTITUTE OBJECTIVES**

Participants will be introduced to and asked to examine essential keys to leadership. The concepts of leadership and their applications will be illustrated clearly throughout the institute.

At the end of the Institute, the group will engage in an intensive dialogue and brainstorming session to drive home the key lessons learned, and how they can be applied, as they aspire to improve their own leadership qualities.

Learning Objectives:

- ✓ Discuss leadership styles and their importance in leading an organization.
- ✓ Understand and apply the concepts of adapting, innovating, and overcoming effectively in an organization.
- ✓ Create a better understanding of diverse leadership concepts

➤ **ACKNOWLEDGEMENTS**

LASBO gratefully acknowledges the financial contributions of Arthur J. Gallagher of Louisiana and Nancy Sylvester that have allowed the 3rd Annual ALL Institute to be presented at minimal cost to the participants. LASBO also thanks The LASBO Board of Directors and Officers for its establishment of the program, and the speakers for their preparation and contributions to making The ALL Institute a success.

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INSTRUCTIONAL AGENDA (TENTATIVE)

Tuesday, June 11, 2019

7:30am	Registration	
8:30am	Welcome and Introduction	LaFon Ortis, LASBO President
8:45am - 10:30am	Part One - Setting Your Followers on Fire!	Denise Ryan, Firestar
	<i>In the tightest labor market in decades, keeping the people you have is vital. This segment opens with a discussion of the traits great leaders possess. Then we'll move on to the common mistakes that leaders make (micromanaging, failing to define expectations, criticizing rather than coaching and more) and how to avoid them. Then we'll discuss what really motivates people (no more Maslow's Hierarchy – we'll review something better!). If you want to get more from your employees, if you want to raise morale (without raising pay), or if you just want to hang on to your top talent, you won't want to miss this.</i>	
10:30am - 10:45am	Morning Break	
10:45am – 12:00pm	Part One - Setting Your Followers on Fire! (Continued)	Denise Ryan, Firestar
12:00pm – 1:00pm	Lunch – provided by Gallagher Insurance Services	
1:00pm - 2:45pm	Part Two – Survival Skills for Leaders	Denise Ryan, Firestar
	<i>If you aren't delegating and coaching, you're not leading. These are two of the most difficult leadership skills to develop. This session will help you with those as well as how to deal with employees who may be different from you (different generation, different communication style) and how to hold an effective meeting. This is how real teams are built, by leaders who know how to use these skills. Also covered will be time and stress management so that those in charge can get the most they can from everything they've got.</i>	
2:45pm - 3:00pm	Afternoon Break	
3:00pm - 4:30pm	Part Two – Survival Skills for Leaders (Continued)	Denise Ryan, Firestar
6:30 pm	Group Dinner – provided by Gallagher Insurance Services	

Wednesday, June 12, 2019

8:00 am - 11:00am	Leadership Tips for School Business Officials	Panel / Open Discussion
11:00am – 11:15am	Closing Remarks	LaFon Ortis, ALL Chairman

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APPLICATION TO ATTEND

Please complete the information below to be considered as a participant of the 3rd Annual ALL Institute to be held on Tuesday and Wednesday, June 11-12, 2019.

NAME: _____

TITLE: _____

SCHOOL DISTRICT: _____

YEARS IN CURRENT POSITION: _____

EMAIL ADDRESS: _____

PHONE NUMBER: _____

REQUESTED ROOM NIGHTS: _____ Monday, June 10th _____ Tuesday, June 11th
(Note: LASBO will invoice attendees for Monday night accommodations - \$99/night + 14.95% taxes)

I PLAN TO ATTEND TUESDAY NIGHT GROUP DINNER. _____ YES _____ NO

Please attach to this application a letter (no more than 1 page) from your immediate supervisor with expressions of how this leadership institute would benefit you in your current position or in your professional growth.

By signing below, you acknowledge that if your application to attend The ALL Institute is accepted, you will be required to be present for the entire program. Furthermore, you acknowledge that you will be focused and engaged throughout the entire program, ask questions, and actively participate in discussion groups. You also understand that all paid registration fees are non-refundable after **May 24, 2019**.

SIGNED: _____

[**REGISTER ONLINE HERE!**](#)

Or please forward this application along with a letter from your immediate supervisor and the \$75 registration fee to:

Davona Howard
LASBO ALL Institute
2006 Tower Drive
Monroe, LA 71211