**Day One, July 11, 2019**

Meeting to be held **4:00-8:00 p.m.** @ the Oregon School Board Association Offices in Salem @ 1201 Court St. NE, 97301 (503-588-2800)

**4:00 p.m.** Reception and Meet the OSBA staff – 4th Floor

**5:00 p.m.** Dinner and Introductions – Room 113

**5:30 p.m.** Panel Discussion – Meet the Executives …

*How to Make Best Use of ODE, PACE, OSBA, ESDs, and COSA*

Carmen Urbina, Oregon Department of Education; Dave Harvey, PACE; Jim Green, OSBA; Gary Peterson and Tenneal Weatherall, Oregon ESD’s

Craig Hawkins, COSA

**7:00** An Introduction to COSA’s New Superintendent Academy

Colin Cameron and Krista Parent

**7:45** Closing Comments and Preparation for Day Two

**Day Two, July 12, 2019**

Meeting to be held **8:00 a.m.-2:00 p.m.** @ the COSA Offices 707 13th St SE Suite 100 in Salem (503-581-3141)

**8:00 a.m.** Breakfast and Comments from Day One

* What do you feel are your greatest needs right now? Hopes and Fears?

**8:45** “Leading with Resolve and Mastery in *Your First 100 Days as Superintendent”* - Krista Parent

**10:15** Break

**10:30** *Preparing for Your First Board Meeting*

* Board Meeting Calendar
* Board Agenda Development Process
* Policies regarding Board Meetings
* Board Meeting Room set up
	+ Where does the superintendent sit?
	+ Do other administrators attend?

**12:00** Lunch and Conversation with Participants from Like-Size Districts

**12:45** Preparing for Board Meetings continued ….

**1:15** *Balancing Personal/Professional Responsibilities* *and Effective* *Time Management Strategies*

**1:45** Reactions to Workshop # 1 and Introduction to Workshop # 2 (September 20 @ the COSA Office from 9:00-2:00 p.m.)