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**MEMORANDUM No. 2014-016**

**TO:** District Superintendents  
School Principals  
Instructional Facilitators

**FROM:** Germaletta D. Brown, GEAR UP Outreach Coordinator

**DATE:** February 10, 2014

**SUBJECT:** 2014 GEAR UP Instructional Facilitator Summit

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## **TRAINING EVENT: INSTRUCTIONAL FACILITATOR SUMMIT SLATED FOR CASPER**

*Workshop and networking event is free*

GEAR UP Wyoming is sponsoring a two-day training and networking opportunity for Instructional Facilitators serving 7-12th grade students. The workshop will be held in Casper, March 4-5, 2014 at the Best Western Ramkota. The Summit includes presentations and interactive workshops with Lifebound, an academic coaching company.

The cost to attend the workshop is free; however, each participant is responsible for paying his/her own travel, hotel, and some meal expenses. Registration must be completed online at the website below. Since space is limited, registration will be accepted on a first-come, first-serve basis.

To register, go to: <https://www.surveymonkey.com/s/2014SpringSummitIF>.

If you have questions regarding this Instructional Facilitator Summit, please contact Sara Whittle at [swhittle@uwyo.edu](mailto:swhittle@uwyo.edu) or (307) 766-6736.

Attachments: 2014 Instructional Facilitator Summit Flyer.

GB:dr

# Instructional Facilitator Summit

## March 4 and 5, 2014

### Enroll now!

GEAR UP WYOMING is sponsoring a two-day training and networking opportunity for Instructional Facilitators serving 7 through 12 grade students. Registration is FREE.

#### Information on LifeBound:

LifeBound will be presenting at this Spring's 2014 Instructional Facilitator's Summit. LifeBound trains professionals in education, like Instructional Facilitators, to access motivation, skill levels, and habits of success so that they can coach the next generation of teachers. This training uses coaching skills as a primary communication and motivational tool to improve teaching, managerial, and interpersonal effectiveness.

### Location and Registration

#### Casper

The Ramkota Best Western  
800 Poplar St., Casper, WY 82601 • (307) 266-6000

To register, go to:

<https://www.surveymonkey.com/s/2014SpringSummitIF>

Room Block: Ask for the GEAR UP WYOMING room block when you call to make your reservations.

For more information, contact Sara Whittle at [swhittle@uwyo.edu](mailto:swhittle@uwyo.edu) or 307-766-6736

### Schedule

#### Tuesday, March 4

**1:30 pm – 2:30 pm**, Coaching Concepts

**2:30 pm – 3:00 pm**, Coaching Role Plays

**3:00 pm – 3:15 pm**, Break

**3:15 pm – 4:15 pm**, Coaching Skills and Outcomes: Successful Intelligence

**4:15 pm – 5:00 pm**, Successful Intelligence Activity

Homework: Personality Spectrum Assessment

#### Wednesday, March 5

**8:30 am – 9:30 am**, Personality Spectrum

**9:30 am – 10:00 am**, Coaching on Strength and Growth Areas (Triads)

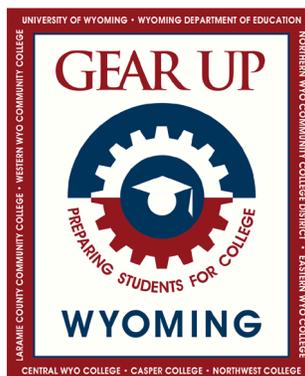
**10:00 am – 10:15 am**, Break

**10:15 am – 11:30 pm**, Coaching on Goals, Vision and Outcomes

**11:30 am – 12:00 am**, Commitments, Debriefs, Follow Through Resources, Evaluations, Benchmarks

Refreshments during breaks and a light breakfast on Wednesday will be provided

PTSB credit available pending approval  
(For credit you must attend all sessions.)



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