



**Larry Bell's**

# **Administrative Leadership Training Program**

**Larry Bell**  
**Multicultural America Inc.**

12689 Crossbow Dr.  
Manassas, VA 20112  
703.969.0156

Email: [Larry@Larry-Bell.com](mailto:Larry@Larry-Bell.com)  
Website: [www.Larry-Bell.com](http://www.Larry-Bell.com)

# Transform your administrators...

## *Sponsor This Administrative Leadership Training Program*

The following is an explanation of the structure Larry Bell uses when working to transform the leadership of a school or district. Much of the specific content of the trainings will be determined with input from the administrative leader(s) in order to meet the specific needs of the school or district.

### Purpose of the Program

- To provide an onsite transformative Leadership Training Program that empowers administrators to take the bold and confident steps needed to lead a school or district in turbulent and often unforgiving times.
- To provide the opportunity for the administration of a school or district to learn and grow *together* as leaders, while studying issues that affect them daily without having to leave the school district.

### Method of Presentation

- A single presentation can be offered to see if the training is right for the district. Afterwards a contract can be signed for the remaining four training sessions. Trainings are conducted for building administrators and central office personnel. Trainings are spread throughout the year and dates are mutually agreed upon and are flexible.
- There is a standard curriculum that will be adjusted based on input from site leaders. Real-world scenarios that stretch participants' thinking and reactions are included. Local issues or situations can/will be incorporated. The trainings are dynamic with maximum interaction between participants. These are not lectures.
- "Leadership is about gaining enough knowledge and wisdom to move people and plans from obscurity to excellence. Leaders are always on the learning curve." *Stan Toler*  
This training will push your administrators further along that curve in a spectacular way.

### Composition of the Training Group

- Current administrators.
- Administrators-in-training.
- Teacher leaders (ie. department heads, grade level chairs etc.)

### Presentation Logistics

- Trainings will take place at the location of your choice.

This outline is the **starting point** of a comprehensive syllabus we will use to collaborate with you and your staff to develop a specifically-tailored program for your administrators. You can have as much or as little input as you desire.

<b>Leadership Development</b> <ul style="list-style-type: none"> <li>Leadership inventory for your staff</li> <li>Becoming a successful leader in this district</li> </ul>	<b>The Characteristics/Qualities of a Successful Leader</b> <ul style="list-style-type: none"> <li>Strengthening existing characteristics</li> <li>Ways to develop qualities needed in this district</li> </ul>
<b>Establishing a Positive Culture</b> <ul style="list-style-type: none"> <li>Strategies for positive leadership</li> <li>The power of positive culture</li> </ul>	<b>Effective Time Management</b> <ul style="list-style-type: none"> <li>Prioritizing techniques</li> <li>Ideas for “first things first”</li> </ul>
<b>Increasing Your Team’s Performance</b> <ul style="list-style-type: none"> <li>Building a high performance team</li> <li>Three strategies for better execution</li> </ul>	<b>Instilling Accountability Throughout an Organization</b> <ul style="list-style-type: none"> <li>Being demanding without being demeaning</li> <li>Bringing all stakeholders on board</li> </ul>
<b>Establishing Excellence as Your Foundation</b> <ul style="list-style-type: none"> <li>“Stepping stones” to excellence</li> <li>Keeping the focus on excellence</li> </ul>	<b>Delegating Without Abdicating</b> <ul style="list-style-type: none"> <li>Effective use of supporting administrators</li> <li>Developing trust to allow growth</li> </ul>
<b>Managing Change</b> <ul style="list-style-type: none"> <li>How successful leaders manage change</li> <li>Creating conditions for change</li> </ul>	<b>Stress Management</b> <ul style="list-style-type: none"> <li>Renewal and recovery strategies for difficult times</li> <li>“Tools” to manage difficult circumstances</li> </ul>
<b>Crisis Management</b> <ul style="list-style-type: none"> <li>Ways to handle cliques in your building</li> <li>Managing inter-staff conflicts</li> </ul>	<b>Dealing with Negativity</b> <ul style="list-style-type: none"> <li>Ideas to deal with the negative staff</li> <li>Strategies to work with negative individuals</li> </ul>
<b>Dealing Positively with Diversity Issues</b> <ul style="list-style-type: none"> <li>Strategies that bring staff and students together</li> <li>Handling challenging incidents</li> </ul>	<b>Closing the Achievement Gap(s)</b> <ul style="list-style-type: none"> <li>Administrative ideas to address the gaps</li> <li>Helping one group without holding back the other</li> </ul>
<b>Turning Around a Low-Achieving School</b> <ul style="list-style-type: none"> <li>Proven, simple strategies that reach all students</li> <li>Systematic administrative academic strategies</li> </ul>	<b>Improving Communication</b> <ul style="list-style-type: none"> <li>Implementing a strong communication system</li> <li>“Relentless” and continuous communication ideas</li> </ul>

***As you consider implementing this highly impactful and effective program Larry will discuss other elements of the syllabus with you.***

**For more information: Call: 703.969.0156**

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# About the Presenter

## Larry Bell

Larry is one of the most sought-after speakers in America. He is a forty-year veteran in education. The last twenty-five of those years have been spent as a consultant to numerous districts and individual schools across America. The results have been a well-documented success. Yet, Larry has noticed that growth opportunities for principals, assistant principals, and even for central office personnel are GREATLY needed but sorely lacking. Many principals are making mistakes that could be avoided with some basic leadership training. Many of these administrators have people in the district they could learn from but these people are usually their supervisors. This makes these administrators reluctant to ask questions and expose what they do not know. Larry is ready to help guide your administrators to success. He has done so for twenty plus years.

*Larry can help transform your  
administrators into forward thinking, innovative leaders!*

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