



**THE BREAKTHROUGH COACH**  
*Management Development for Instructional Leaders*

## **How to Work Less, Play More, & Still Get the Job Done in a Normal School Week**

Want to reduce your work load by 15-20 hours a week, while multiplying your time in classrooms by 500% or more?

### **In This Program You Will Learn How To...**

- Work a 40-50 hour week, while increasing organizational productivity and efficiency
- Observe classroom instruction for at least 2 full days each week
- Be reenergized in the role of "Instructional Leader"
- Employ best practices for working with the school secretary
- Prepare your organization to produce significant increases in student achievement measures

### **What Participants Say About TBC's 2-Day Program...**

Just a note to let you know how well our new office system is going! I am getting into classrooms a lot more and being more effective with my time. Things are getting done when they need to and I still have plenty of time to talk with teachers, counsel kids, and think about how to be a more effective instructional leader. I am so grateful that I attended this workshop so early in my career.  
**Cheryl Bodger, Principal, ABC Unified SD, Artesia, CA**

I can say with total honesty that this training was more useful to me as a site principal than all the other conferences I have ever been to over the past 23 years. I only wish I had been able to have this training 23 years ago. With your training I have been able to get into the classrooms as I should. You have a great product. **Robert Cumiford, Principal, Cutler-Orosi Unified SD, Orosi, CA**

I would encourage everyone to attend this workshop. It has made a significant change in the manner in which our district is presently operating. It forces everyone to become more efficient and consistent with the everyday activities that occur in a district. **Alan Sacks, Supt., Westside Union SD, Lancaster, CA**

**Breakthrough Coach Program**



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## Hosted by the Contra Costa County Office of Education

**Dates:** November 18 and 19, 2008  
(Tuesday, November 18<sup>th</sup> - Administrators ONLY)  
(Wednesday, November 19<sup>th</sup> - Administrators + Secretaries)

**Time:** 8: 00 a.m. - 4:00 p.m. - Both days (breakfast and lunch provided)

**Where:** Contra Costa Schools Insurance Group (CCCSIG)  
550 Ellinwood Way  
Pleasant Hill, CA 94523

**Cost:** \$495.00 per team of two (Principal/Admin + Secretary)

For further information contact:

Mario Eguizabal  
(925) 942-3489

E-mail: [meguizabal@cccoe.k12.ca.us](mailto:meguizabal@cccoe.k12.ca.us)

## Registration Form

*Limited to 40 teams, early registration encouraged*

District/School:	District/School Contact:
Address:	City:
Phone:	Zip:
Email:	# of Teams Attending:
Administrator(s) Name(s) & School/Dept:	Admin Asst/Secretary(s) Name(s):

Please make checks payable to: CCCOE (Contra Costa County Office of Education)

RETURN COMPLETED REGISTRATION FORM WITH CHECK NO LATER THAN **OCTOBER 24, 2008** TO:

**Contra Costa County Office of Education**  
**Attention: Mario Eguizabal**  
77 Santa Barbara Road  
Pleasant Hill, CA 94523