

UW ECHO in School Leadership Session Agenda

Facilitator(s):	Wendy Warren
Collaborating Entities:	Wyoming Center for Educational Leadership (WyCEL) & Wyoming Department of Education (WDE)
Professional Development Presenter:	Mark Stock
Professional Development Training Description and Objectives:	This session will discuss common reasons leaders have for avoiding difficult conversations and techniques to handle when difficult conversations take place. 1. Participants will be taught how to develop an outcome map, script a conversation and then prepare logistically and emotionally for holding difficult conversations with employees. 2. Participants will be taught how to develop an outcome map, script a conversation and then prepare logistically and emotionally for holding difficult conversations with employees.
Case Presentation:	ECHO ID #TBD
Log in Connection:	Click this URL to join: https://zoom.us/j/693935222 Or go to https://echo.zoom.us/join . Enter meeting ID: 693 935 222
Phone in Connection:	Dial: +1 (408) 638-0968 (US Toll) or +1 (646) 558-8656 (US Toll) Meeting ID: 693 935 222
Captioning Link:	http://www.streamtext.net/text.aspx?event=CFI-WIND

Time	Organization	Presenter
9:00 AM to 9:10 AM	Introductions	Wendy Warren
9:10 AM PM to 9:40 AM	Strategies for Handling Difficult Conversations	Mark Stock, Associate Professor UW College of Education
9:40 AM PM to 10:10 AM	Case Presentation ECHO ID# TBD	TBD
10:10 AM PM to 10:15 AM	Session Wrap-up	Wendy Warren

Session Reminders

Privacy/Confidentiality	All information will be de-identified during each session. Door to ECHO room must be closed, and sign posted.
Pagers/Cell Phones:	All pagers and cell phones must be muted during each session. Please leave the room to answer a phone call/page.
Microphone/Sound:	Please mute local microphone when other sites are presenting to prevent feedback.
Continuing Education:	PTSB and UW Outreach credit will be offered for the academic year 2016-2017.
Disclosure:	NONE
Weekly Session Evaluation:	http://ddesurvey.com/UWECHO/Evaluation.aspx?WorkshopID=1522

THIS UW ECHO IN SCHOOL LEADERSHIP SESSION WILL BE AUDIO AND VIDEO RECORDED.

YOUR PARTICIPATION CONFIRMS YOUR CONSENT TO THIS RECORDING.

PLEASE NOTE: IF PARTICIPATING VIA AUDIO, PLEASE BE PREPARED TO INTRODUCE YOURSELF, INCLUDING YOUR LOCATION. THANK YOU.

FOR VIDEO TECH SUPPORT PLEASE CONTACT KYLE BARGER: (307) 766-2766 OR projectecho@uwyo.edu.

THANK YOU FOR YOUR PARTICIPATION!

