

Glassboro Public Schools



MEMO

To: Dr. Mark Silverstein, Superintendent of Schools

From: Danielle M. Sochor, Chief Academic Officer

Date: March 8, 2017

Re: Action Memo
March 20, 2017 Board Meeting

Please see the attached quote for our Professional Development Workshop at the Bowe School. Spencer Henry will be focusing on the Classroom Management and Respect. Please see attached goals that will also be addressed through the workshop. Please be advised we will be using Title 11 funds.

1. How to intervene with students and avoid power struggles.
2. How to build relationship with children to develop a climate of mutual respect.
3. Modeling the appropriate behavior.

At this time a second quote is not required since he is the author of his book and is the only consultant who can present his material.

PRACTICAL IDEAS FOR EDUCATORS

63 Stoneridge Drive, Ephrata, PA 17522

Phone 1 - 717 - 661 - 7030

March 2, 2017

Ryan Caltabiano, Asst. Principal
Thomas E. Bowe School, Glassboro School District

I look forward to working with your teachers on March ____, 2017
To help with the presentation, I will need:

- projector and screen for a power point presentation**
- 1 small tables (approx. 2.5 x 6 feet) for my materials
- lapel wireless microphone
- name tags.
- Back- up laptop computer incase mine goes down

My fee for the workshop is \$ \$2,500 for 50 or less participates, which include expenses; i.e. travel, lodging and food. The stipend also includes a license to reproduce my book that will be used in the workshop.

Let this serve as a contract. Please complete the bottom portion of this letter. Make a copy for your records and e-mail me a copy.

If you need any additional information, feel free to call. If there is any additional paper work that needs to be completed, please forward it to me. I know the workshop will be rewarding and the participants will gain some valuable skills they will be able to use immediately.

Sincerely,

Spencer Henry

Signature

Title

Date

Please print the name, phone numbers of the contact person for this program in case of an emergency.

Name

School Phone #

Cell Phone #

BETTER EDUCATION THROUGH BETTER IDEAS