



**New Teacher Institute Agenda**  
**August 1, 2017**

- 9:00am **Registration and Welcome**
- 9:15am **Overview of Independent Schools in North Carolina**  
Linda Nelson, Executive Director, NCAIS and Laura Reed, Director of Professional Development, NCAIS  
Participants will be given an overview of the educational landscape in North Carolina along with developing a clear understanding of the culture and governance structure of independent schools. Case studies will be part of this overview, so participants have the opportunity to apply and discuss what they have learned. Participants will conclude this session by articulating what they find most inspiring about the mission and vision of their new school.
- 10:45am **Break and Snacks**
- 11:00am **Knowing Yourself and Understanding Others: DiSC Results & Interpretation**  
Linda Nelson, Executive Director, NCAIS  
Participants in the NCAIS Institute will learn to better understand themselves and those around them in this DISC feedback session. Teachers will complete the 20-30 minute online assessment prior to the Institute and receive a complete report via email. During the session, we will deconstruct the report, helping participants gain a working knowledge of their behavioral and communication preferences. We'll also provide practice opportunities to apply what you've learned. Self-awareness gained through DISC will help you acclimate successfully to your school environment and improve communication with students, parents, and colleagues.
- 12:15pm **Lunch and Presentation**  
*Effective Parent Communication: Handling Good News, Bad News, and Everything In Between*  
Tim Tinnesz, Head of School at St. Timothy's School  
Many teachers find parent communication to be one of the more daunting parts of the job. Together, we'll discuss a simple strategy for handling difficult conversations, see how most independent school parent conversations will be good/positive, and we'll review best practices and case studies on email, phone, and face-to-face communication.

1:15pm

**Small Group (Two Options- Pick One)**

Renee Prillaman, Head of School, Carolina Friends School and Ken Rogers, Middle Director, Charlotte Christian School

- *Student and Parent Engagement*
- *Personal Reflection and Growth Mindset*

2:45pm

**Adjourn**