



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

February 21, 2007

MEMORANDUM

**TO: Great Directors/Teachers
Retreat Participants**

FROM: Bob Allen, Program Coordinator, NCCCLRC

**SUBJECT: 2007 NC Basic Skills Great Directors/Teachers Retreat
March 25-28, 2007**

Dear Participant!

Welcome to the first Basic Skills Great Directors/Teachers Retreat. We are excited and very pleased you have decided to participate in this new professional development experience.

The Kanuga Conference Center (828.692.9136) is located just off Kanuga Road approximately 7 miles southwest of Hendersonville. Map directions are located on Kanuga's web site at www.kanuga.org.

Please report to the Lobby Inn at the Kanuga Conference Center between 4:00 and 5:30pm on Sunday, March 25, 2007 for registration. Sunday supper will be served at 6:00 PM. Our first retreat gathering will be held at 7:30 pm.

The Great Directors/Teachers Retreat is not your typical conference-style meeting! There is no pre-planned agenda. The sessions are intense and sequential; each session builds on the previous one. Time for personal reflection and relaxation is included. Attendance at each of the sessions is required. Due to the nature of the retreat, participants are expected to stay through Wednesday lunch. The retreat officially ends with lunch.

The focus of the retreat is not on the teaching or leading of specific disciplines, but rather on the **ART** of teaching and leading. The emphasis is on the universals of education and on the special nature of those who are and will be **GREAT DIRECTORS or GREAT TEACHERS**.

It is based also on the notion that, if properly tapped, the collective wisdom, experience and creativity of any group of practicing educators far surpasses that of any individual expert.

The structure of the retreat evolves from an ongoing needs assessment as the seminar progresses. Underlying all activities of the retreat is the perpetual challenge to characterize and to define the **GREAT DIRECTOR or GREAT TEACHER**.

S07-012
Email Copy

RETREAT OBJECTIVES

- To celebrate good teaching and good leadership.
- To venture beyond the limits of our own specializations and environments in search of transferable ideas and the universals of teaching and leading.
- To develop an atmosphere of introspection and self-appraisal by providing a relaxed setting and straightforward process where participants seriously review and contemplate their attitudes, methods, and behavior as educators.
- To practice a rational analysis of instructional problems and develop realistic, creative approaches and solutions that address those specific problems.
- To renew ourselves professionally and personally.

If you are in a single room, the cost is **\$375 per person**. If you are in a double room, the cost is **\$285 per person**. **Your check is to be made payable to NCCCS**. If you cancel, you will be billed Kanuga's cancellation charge of \$45.00. All your meals and accommodations are involved in the registration fee. Housing will be in the Inn and Guesthouses, based on availability. If you have a preference, please let us know in advance.

If you have questions or need further assistance with anything, please call me at (919) 807-7144 or e-mail allenb@nccommunitycolleges.edu.

Please have a substitute identified if you or your teacher is unable to attend. We are not charging any overhead and must meet our budget and expenses.

I look forward to seeing you in March! This will be an *unforgettable and significant learning experience!*

Please see the attached preparation sheet.

Attachment: 1

BA/jj

cc: Dr. Randy Whitfield
Presidents
Senior Continuing Education Administrators

S07-012
Email Copy

NCCC Basic Skills Great Directors/Teachers Retreat

Participant Preparation Sheet

Directors-Focus on Leadership

Teachers-Focus on Teaching

Please prepare & bring the following:

► **Thirty (30)** copies of a one-page (max length) paper describing a personally attempted Leadership/Teaching Innovation, successful or unsuccessful. The paper may include a BRIEF description of the need or circumstances that generated your innovation. You may also bring a brief analysis of its relative success or failure.

Each director or teacher will receive a copy of every paper. Please print on 8½ x 11, 3-hole punched paper! Please include your name, school address, phone, e-mail, etc somewhere on the page.

AND

► **Thirty (30)** copies of a BRIEF one-page (max length) paper describing a Problem in Leadership/Teaching for which you have not yet found a satisfactory answer or solution. This paper may analyze the problem or merely pose your questions for discussion.

Copies of this paper also will be distributed to each Director or Teacher. Again... please print on 8½ x 11, 3-hole punched paper! Please include your name, school address, phone, e-mail, etc somewhere on the page.

AND

► **ANY single Teaching Device or Leadership Strategy, homemade or commercial, subject-oriented or universally applicable, which has enhanced your leadership/teaching effectiveness. Bring ANYTHING from your bag of tricks! Presentation time of this device or strategy is limited to 1 – 3 minutes.**

AND...

► One copy of a book relating to leadership or teaching which you have found very helpful or extremely inspiring. Your selection will become part of a Browsing Library at the retreat.

► A 3-Ring Notebook

Optional items include walking shoes, musical instruments, alarm clock, camera, fishing gear, etc... Please DO NOT bring dressy clothing or class prep materials! This is a retreat. Leave that stuff at the office!