

*DO YOU LEAD PPT MEETINGS? Then this is for you!*  
**PLANNING AND PLACEMENT TEAM LEADERSHIP INSTITUTE (PPTLI)**  
**for General Education Administrators**



We are proud to announce that the Planning and Placement Team Leadership Institute (PPTLI) has expanded to provide a new series, tailored specifically for General Education Administrators and their designees.

Designed to accommodate the busy schedules you face, this comprehensive series will help you to lead your teams in the important work that you do for IEP development. Via experiences that build your technical knowledge of laws, policies, and procedures and by developing skills that foster strong relationships, you'll finish the series with confidence in your team's ability to develop IEPs that are compliant and collaborative.

Whether you are a new or a seasoned administrator, this series will benefit you as we address topics that often aren't included in educator preparation:

- facilitating PPT meetings
- fostering positive relationships among students, families, school staff, and all team members
- problem solving and negotiating collaboratively to resolve conflict
- developing support networks to foster implementation of best practices in the education of students with disabilities

Funded and supported by the Bureau of Special Education, Connecticut Parent Advocacy Center (CPAC), the RESC Alliance, and Connecticut's State Education Resource Center (SERC).



## **COST AND APPLICATION:**

The series is free for the participants, further emphasizing the importance for general education administrators. Applicants should secure the dates for full participation as quickly as possible. Please notify your district's special education administrators and your supervisor of your intent to apply.

To register, scan the QR code below or use this link: <https://serc.info/pptlic3>



## **COURSE CONTENT AND REQUIREMENTS:**

This statewide initiative is designed to support compliance with federal and state special education laws and regulations. The sessions will offer a variety of activities with emphasis upon building strong, collaborative relationships.

PPTLI for General Education Administrators provides a community of practice, coaching, and ongoing newsletters beyond the current year.

Please share this flyer with anyone who may be interested. For a more intensive experience, the standard PPTLI series is scheduled for days throughout the 2024-2025 school year. Stay tuned for future sessions.

Please reach out if you have questions.

## **PROPOSED SCHEDULE**

Our series includes an initial, in-person event then four half-day virtual sessions. Dates were carefully selected to coincide with the typical school year calendar, providing timely information as you need it.

Day 1: Wednesday, January 15, 2025,  
9:00 a.m. - 3:00 p.m.

(snow date January 16, 2025)

SERC

175 Union Street,  
Waterbury, CT 06457

Virtual sessions:

9:00 a.m. - 12:00 p.m.

Day 2: Thursday, February 13, 2025

Day 3: Thursday, March 20, 2025

Day 4: Thursday, April 10, 2025

Day 5: Thursday, May 15, 2025

Zoom link will be provided.

## **FOR QUESTIONS:**

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