

PAEOP Fall Workshop

Friday, October 28, 2016

REACH YOUR POTENTIAL!



**PSBA Office & Conference Center
400 Bent Creek Blvd, Mechanicsburg, PA**

Morning Session— The Productivity Zone with Penny Zenker

We've all experienced days when we're "in the zone," effortlessly meeting our objectives and feeling amazing. Wouldn't it be great if we could experience this feel every day?

The Productivity Zone is where efficiency and productivity meet. Avoid procrastination and perfectionism, and other unproductive behaviors that rob you of your time & energy.

Through engaging group activities, Penny delivers an interactive session where participants gain a better understanding of the value of their time and the components of energy management necessary to optimize a Championship Psychology.

Participants will:

- Challenge old assumptions about time management
- Learn how to stop self-sabotage with a 4 step framework to break unproductive behavior patterns
- Gain greater clarity and focus through 4 of the 10 Core Drivers of your productivity
- Reduce distractions
- Expand your total capacity and create greater balance

Penny Zenker is a productivity expert, strategic business coach, international speaker and trainer, radio personality and author. She is creator of the "P10: Productivity Accelerator Program," a time and energy management system that teaches people about the 10 core drivers of productivity and the essential roles they play in success and fulfillment.

Afternoon Session—Focus on Success. You've Got the Power with Dr. Carol-Anne Minski

So what is holding you back? Do you experience success in some areas of your life but keep getting stuck in one area, and can't figure out why? Are you ready to finally have the breakthrough you need to find your own power to set goals to move forward?

In this session you will begin by defining your power in the moment, and learn how to transfer fear into action. Learn how to overcome procrastination and take charge of your life. This interactive session will show you how to regain your power, and jump over the obstacles that hold you back so you can achieve the success that you deserve.

You will learn how to:

- Focus on your thinking to find your personal power
- Overcome the obstacles that hold you back
- Clarify your goals to achieve your future vision
- Use your internal power to gain confidence
- Succeed and take charge of your future

Dr. Carol-Anne Minski is founder and president of CMA Leadership Consultants. Her areas of expertise include organizational development, coaching, change management, leadership development, and peak performance training programs that achieve company goals to increase the bottom line. As a motivational speaker, Dr. Minski provides interactive workshops that inspire individuals to focus on success and take action. Her inspiring book, *FOCUS! Get What you Want Out of Life* reveals the proven strategies to make your dreams come true.

Workshop Schedule

8:00 a.m.	Check-in & light refreshments
8:45 a.m.	Welcome
9:00 a.m.	Productivity Zone
11:45 a.m.	Lunch & networking
1:00 p.m.	Focus on Success
3:15 p.m.	Distribution of Professional Standards Program (PSP) certificate

Cost: \$65—PAEOP Members

\$85—NON-PAEOP Members

(includes workshop handouts, light morning refreshments, lunch, and PSP credits)

DISCOUNTED REGISTRATION OPPORTUNITY!

Send **3 or more** attendees from the same organization and save \$5 on **EACH** registration fee.

Please mail all 3 registrations forms in same envelope.

REGISTRATION DEADLINE: Wednesday, October 19

Cancellation Policy:

Cancel on or before October 21 = full refund

AFTER October 21 send someone in your place

OR receive a refund minus \$20 administrative fee

REGISTER ON-LINE and then MAIL YOUR PAYMENT & FORM BELOW — Three easy steps:

1) Access the PAEOP website: www.paeop.com

MEMBERS—sign in with your sign in name and password

NON-MEMBERS—Click on the Register tab (top right) to set up your user account on the website.
Write down your sign in name & password.

2) Register for the Fall Workshop on-line.

From the PAEOP website - Click on the PAEOP calendar; Advance the month to October,
Click on the Fall workshop event listed on 10/28
Fill out the information in the window/form that opens

**3) Mail your check (*made payable to PAEOP*) to: PAEOP Treasurer:
*with the slip at the bottom of this form***

**Dawn Crossan, CEOE
Pequea Valley School District
P O Box 130
Kinzers, PA 17535**

NOTE: If you are paying for **PAEOP Membership WITH** workshop registration you MUST include the 2016-17 MEMBERSHIP FORM found on the PAEOP website. CHECK HERE if you are including membership fees ☐

(✂✂✂✂✂ mail in form.....

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Name: _____

PAEOP Member: ___ Yes ___ No

Registration Fee: Member— ___ \$65 ___ \$60

NON-Member— ___ \$85 ___ \$80