



CBO Mentor Project Monday Morning Letter  
Class Update - #6

To: CBO Mentor Project Participants  
Five Star Leaders



From: Francie Heim (and the team; Bill McGuire, Bill Gillaspie, Mary Turcotte)

Date: October 18, 2008

Six down and four to go!

#### IMPORTANT REMINDERS

**November class is in coordination with CASBO CBO symposium  
Thursday, Friday and Saturday Nov. 20, 21, 22 in Newport Beach**

**Have you turned in your year end analysis assignment electronically to Francie?**

**Did you turn in two hard copies of UFB this weekend? If not, please scan and send to  
Francie and Bill.**

**We would very much appreciate it if you can stay later on Saturday the 22<sup>nd</sup>. We will be  
doing mid year evaluations until 6:00.**

**Don Zimring lived up to our hype.** You now know why Bill McGuire and I consider him one of the BEST CBOs and now one of the BEST Superintendents. His passion, dedication, and leadership is immediately evident. Simply the best!

Hopefully our **two case studies** conveyed to you a sense of how a position control “disaster” can happen. One case study showed how a lack of leadership resulted in a fiscal solvency crisis and the other study was an example of leadership in action by recognizing the problem EARLY before a fiscal solvency crisis occurred.

Who would have thought that an auditor presentation at 8:00 on a Saturday morning could be so interesting? **John Goodell** did an excellent job of sharing insights on working with your auditor and outlining the scope of what you can expect with regards to an audit. And of course, we always love a good fraud story or two.

**Eric Hall** provided an outstanding overview of facilities. As promised, it was enough to let you know how little you know about facilities and how important it is for a CBO to have a grasp of this important area.

## MENTOR DISCUSSION TOPICS

What is the workers compensation rate and modification factor for your district?  
What is your annual premium? Are you self insured? Member of a JPA? Other? What are the challenges facing your district in the area of workers compensation?

How is your district's property and liability insurance provided? What is the annual premium? Are you self insured? Member of a JPA? Other?. What are the challenges facing your district in the area of insurance?

What is the financial status of your cafeteria operations? Your Mentors? Profit center? Break even. Losing? Discuss with your mentor the challenges of food service operation.

## Interview Questions

Interview Question:

Describe your experience in the area of collective bargaining. Coming into our district, what would you do to prepare for your first negotiation session with CTA and CSEA?

## NOVEMBER Assignments

1. Food Service Presentation (see document handed out at the session)  
Food Service presentations are done at this session. Teams have been formed and direction provided to the teams. These presentations will focus on development of presentation materials, public speaking skills, and team dynamics. You each have a responsibility to make sure your team is successful. PRACTICE, PRACTICE, PRACTICE.  
Bring 2 hard copies of your presentation. We will provide the laptop, projector and we will be filming your team.
2. Attend a Collective Bargaining session (not due until November)
3. Early Birds – get working on your resume (due in January)

## FUTURE MEETING SCHEDULE

### 2008-09 CBO Mentor Project

	6
	<b>November</b>
<b>2:00 to 3:00</b>	<b>Mentor Mid Year Evaluation</b>
<b>3:00 to 4:00</b>	<b>Participant Mid Year Evaluation</b>
<b>4:00 to 5:00</b>	BREAK
<b>5:00 to 9:00</b>	Food Service Presentation
<b>8:00 TO 10:00</b>	<b>Worker's Compensation (Toni Packard - MCJPA)</b>
<b>10:00 to 12:00</b>	<b>Property &amp; Liability (Paula Tanspaw- ASCIP)</b>
<b>12:00 to 12:30</b>	<b>Lunch. "Good to Great" discussion</b>
<b>12:30 to 3:00</b>	<b>Staffing a School Dept. Exercise - start and complete by January</b>
<b>12:30 to 6:00</b>	<b>Mid year evaluations</b>

### Meeting Schedule

You should have all the dates in your calendar. All of these are in Sacramento except the November class held in connection with the CASBO CBO symposium. More details to follow. The DRAFT schedule of classes for the year is in your introductory binder BUT we do modify topics and times throughout the year based on changing speaker needs or adjusting for time for specific topics. We will provide an update with each "Monday Morning Letter". Dates won't change however.

	January 9 & 10, 2009	February 6 & 7	March 6 & 7
2:00 to 5:00	MID Year Evaluations		
5:00 to 6:00	Working Dinner - Review Staffing Exercise	Working Dinner (catch up time)	Dinner
6:00 to 7:30	Enrollment Projections (Steve Adams and Bill McGuire)	IT Best Practices	Purchasing & Bidding
7:30 to 9:00	Tech Presentations class time to get started	Technology Presentations	Employee Evaluations
<b>Saturday</b>	<b>Saturday</b>	<b>Saturday</b>	<b>Saturday</b>
8:00 to 9:00	Transportation (Bill McGuire)	District Issues & Negotiations (School Services)	Applying for the Position of CBO
9:00 to 10:30	Maintenance & Operations (Bill McGuire)		
10:30 to 12:00	Good to Great		
12:00 to 12:30	lunch	LUNCH	Lunch
12:30 to 1:30	Special Education (Francie Heim)	District Issues & Negotiations (School Services)	Your first 100 days (Bill McGuire & Ron
1:30 to 3:00			Graduation lasts until 3:30

## CLASS STRENGTHS & STYLES

Strengths Finder 2.0 Results for CBO Cohort # 5

Last Name	First Name	Strength 1	Strength 2	Strength 3	Strength 4	Strength 5
Barnes	Leslie	Relator	Empathy	Strategic	Communication	Adaptability
Booth	Kassandra	Input	Context	Arranger	Individualization	Learner
Cabey	Shawn	Input	Learner	Achiever	Ideation	Activator
Cherniss	Alex	Competition	Command	Context	Significance	Maximizer
Craig	Aubrey	Achiever	Responsibility	Consistency	Learner	Belief
Cunnane	Kathy	Achiever	Responsibility	Deliberator	Relator	Learner
Deaton	John	Woo	Communication	Strategic	Responsibility	Restorative
DeGeyter	Julienne	Learner	Input	Intellection	Strategic	Achiever
Duldulao	Filipinas	Learner	Achiever	Arranger	Analytical	Consistency
Elia	Sam	Relator	Futuristic	Arranger	Deliberative	Restorative
Fagan	Richard	Analytical	Context	Individualization	Achiever	Adaptability
Flores	David	Responsibility	Achiever	Learner	Intellection	Relator
Fogerty	Michael	Context	Command	Analytical	Competition	Significance
Glaspey	Melody	Responsibility	Learner	Analytical	Achiever	Developer
Hawkins	Brian	Analytical	Responsibility	Ideation	Individualization	Strategic
Jorgensen	Steven	Achiever	Developer	Harmony	Empathy	Consistent
Kimmel	Karen	Analytical	Relator	Responsibility	Consistency	Discipline
Lantsberger	Scott	Relator	Deliberative	Achiever	Consistency	Learner
Manansala-Smith	Roslynne	Context	Learner	Achiever	Connectedness	Relator
McCoy	Mark	Strategic	Individualization	Learner	Achiever	Relator
Sepulveda	Richard	Learner	Responsibility	Ideation	Developer	Arranger
Statton	Christine	Strategic	Woo	Belief	Ideation	Includer
Trader	Jeffery	Context	Harmony	Arranger	Restorative	Developer
VanBuskirk	Peter	Achiever	Learner	Individualization	Strategic	Arranger
Ward	Steve	Responsibility	Learner	Ideation	Belief	Relator
Willis	Jason	Learner	Input	Achiever	Analytical	Responsibility

## CLASS STRENGTHS & STYLES

Sort of Styles - TOP 3 Rankings			
Name	Style	Score	Ranking
Fogerty, Michael	Accomodating	8	1
Deaton, John	Accomodating	7	2
Manansala-Smith, Roslyne	Accomodating	10	2
McCoy, Mark	Accomodating	7	2
Statton, Christine	Accomodating	7	2
DeGeyter, Julienne	Accomodating	5	3
Sepulveda, Richard	Accomodating	6	3
Cunnane, Kathy	Avoiding	8	1
DeGeyter, Julienne	Avoiding	11	1
Glaspey, Melody	Avoiding	9	1
Jorgensen, Steven	Avoiding	9	1
Manansala-Smith, Roslyne	Avoiding	10	1
McCoy, Mark	Avoiding	7	1
Sepulveda, Richard	Avoiding	10	1
Kimmel, Karen	Avoiding	6	2
Booth, Kassandra	Avoiding	5	3
Craig, Aubrey	Avoiding	7	3
Duldulao, Filipinas	Avoiding	6	3
Elia, Sam	Avoiding	6	3
Fagan, Richard	Avoiding	7	3
Flores, David	Avoiding	7	3
Statton, Christine	Avoiding	6	3
Trader, Jeffery	Avoiding	7	3
VanBuskirk, Peter	Avoiding	6	3
Willis, Jason	Avoiding	6	3
Booth, Kassandra	Collaborating	10	1
Cabey, Shawn	Collaborating	8	1
Fagan, Richard	Collaborating	8	1
Flores, David	Collaborating	8	1
Trader, Jeffery	Collaborating	8	1
Ward, Steve	Collaborating	9	1
Cherniss, Alex	Collaborating	8	2
Craig, Aubrey	Collaborating	7	2
Cunnane, Kathy	Collaborating	7	2
Duldulao, Filipinas	Collaborating	7	2
Elia, Sam	Collaborating	9	2
VanBuskirk, Peter	Collaborating	6	2
Willis, Jason	Collaborating	6	2
Fogerty, Michael	Collaborating	7	3
Glaspey, Melody	Collaborating	6	3
Hawkins, Brian	Collaborating	6	3
Lantsberger, Scott	Collaborating	7	3
Craig, Aubrey	Competitor	8	1
Cabey, Shawn	Competitor	7	2
Fogerty, Michael	Competitor	7	2
Hawkins, Brian	Competitor	7	2
Lantsberger, Scott	Competitor	7	2
Cherniss, Alex	Competitor	7	3
Deaton, John	Competitor	5	3
Jorgensen, Steven	Competitor	6	3
Kimmel, Karen	Competitor	5	3
McCoy, Mark	Competitor	5	3
Ward, Steve	Competitor	5	3
Cherniss, Alex	Compromising	9	1
Deaton, John	Compromising	8	1
Duldulao, Filipinas	Compromising	11	1
Elia, Sam	Compromising	11	1
Hawkins, Brian	Compromising	8	1
Kimmel, Karen	Compromising	11	1
Lantsberger, Scott	Compromising	10	1
Statton, Christine	Compromising	11	1
VanBuskirk, Peter	Compromising	9	1
Willis, Jason	Compromising	9	1
Booth, Kassandra	Compromising	10	2
DeGeyter, Julienne	Compromising	8	2
Fagan, Richard	Compromising	7	2
Flores, David	Compromising	7	2
Glaspey, Melody	Compromising	8	2
Jorgensen, Steven	Compromising	8	2
Sepulveda, Richard	Compromising	9	2
Trader, Jeffery	Compromising	8	2
Ward, Steve	Compromising	8	2
Cabey, Shawn	Compromising	5	3
Cunnane, Kathy	Compromising	7	3
Manansala-Smith, Roslyne	Compromising	6	3