

A.C.E. Great Lakes Region • Emergency Staff Training Options

- Guidelines -

In that official training sessions do not always coincide with the countdown to starting a new school or the hiring of staff in existing situations, the following will help determine both service agreement need and availability as well as other measures that can be taken. This is an emergency option only and completed with the understanding official training will be concluded at the first available opportunity.

- [Administrators' Training](#) – This is a service agreement requirement for new school starts, for new administrators in existing schools and is recommended for update after five years. It is a five-day training, conducted multiple weeks during the summer at the corporate offices in Hendersonville, Tennessee. An official A.C.E. Leadership Training Certificate is issued upon completion. Follow the link to determine availability. If full, call school services to request being placed on a waiting list in the event of cancellation by others. New Administrators with no previous experience should contact the [local ministry rep](#) for any recommendations on what might be needed. These will be evaluated on a case-by-case basis and recommendations made for options moving forward.
- [Supervisor Training](#) – This is a service agreement requirement for all new supervisory staff members. Sessions are conducted at various locations around the country. Those [registering](#) and attending the training receive an official A.C.E. Leadership Training Certificate upon completion.
- [Educators' Workshop](#) – Stand-alone workshops available online, these inspirational and informative workshops are designed to give helpful tips and methods for using the A.C.E. curriculum. These are both new training and continuing education sessions intended for all staff and administrators from schools using the A.C.E. program regardless of role or responsibility. It is an excellent way to have outside speakers for local in-service training days. Choose a topic and review during staff days as part of local in-service training options.
- [Educational Leadership Summit](#) – This is a two-day event in select locations specifically designed for leaders whose educational ministries use the A.C.E. program. They are scheduled near other local points of interest for additional options as your time and schedule permit. Pastors, administrators, principals, school board members, and their spouses are welcome to attend. Participants will receive an official A.C.E. Leadership Training Certificate upon completion.
- Local and emergency options:

Training PACE Subject	PACE Item Number	Key
All New Staff (or five-year update)		
• Organization (Monkey Business)	00000547	00000548
• Procedures Manual 1 – Five Laws of Learning	00075935	00075937
Supervisors and Administrators		
• Parents (in addition to the above)	00000490	00000514
Reading Supervisor (RR or ABCs)		
• Procedures Manual 2 – Reading Programs	00075936	00075938
All Staff – Individual or Group Training		
• Wisdom	00059620	00059621
<i>Emergency (new or review by existing staff)</i>		
Online Video Presentation (local option) available on YouTube	Video	Study Guide
• Common Sense Goal Setting	Session 1	PDF-GS
• Practical Student Motivation	Session 2	PDF-SM
• Capture the Flag	Session 3	PDF-CF
• Scoring Violations	Session 4	PDF-SV
If direct links do not work please notify dennis.joslin@aceschooloftomorrow.com		

For monitors, all PACE work should be done locally, as directed by the pastor or administrator.

- All untrained staff should watch the online video presentations and complete the accompanying study guides prior to the start of the school year if possible. This can be done in a group setting during staff preparation week or individually either at school or home as circumstances dictate. If possible the group could review the material in a staff meeting and discuss any areas of concern or need.
- The pastor or principal could utilize the Wisdom PACE materials and provide periodic training or devotional sessions as time and schedule permits. This could be done over the course of the first semester in weekly, bi-weekly or monthly staff meetings. Use your imagination and creativity!
- While no official certificate is issued upon completion of these options, it will be annotated by the rep in the school record and will temporarily satisfy the requirements of the service agreement until such a time an official training option can be pursued, up to 3 years maximum.