

SRAPPA is sponsoring a four-day Supervisor's Toolkit training session at the University of Kentucky, Lexington, KY from May 28th – May 31st, 2024.

Tuition and Other Costs

Tuition is \$499 per person.

Travel, hotel, per diem, etc. are not covered by the registration fee.

Checks and credit cards will be accepted. Credit card payment through APPA website.

Please send checks made out to SRAPPA to c/o Dave Maharrey, 4463 Oktoc Road, Starkville, MS 39759

dave.maharrey@live.com

Registration

Registration through APPA website: [click for link](#), April 19th, through May 14th, 2024.

Class will be limited to the first 40 registrations, so register early!

Help with registration: Billie Zidek at Billie@appa.org

Refunds

Full cost refund: cancellation received on or prior to May 4th, 2024.

Refund less 25% admin fee: cancellation received after May 4th, 2024, but before May 14th, 2024.

No Refunds: for cancellation received on or after May 14th, 2024.

Travel & Location

Classes will be held at the Gatton College of Business & Economics, Room 127, see attached flyer.

Lodging recommendation: see attached flyer.

How to schedule future Supervisor's Toolkit on your campus

Any questions regarding SRAPPA Supervisor's Toolkit offerings, please contact

Victor Panchuk

victorpanchuk@westminster.net

(404) 788-2465

Supervisor's Toolkit Schedule

Day 1		Day 2	
8:00 - 10:00 a.m.	Module 1: Intro - Organizing Fact or Fiction Exercise	Module 3: You as the Sender - Words & Meaning	
10:00 - 10:15 a.m.	Break	Break	
10:15 - 12:00 p.m.	Module 1: Decision Making - Tool Time	Module 3: Designing the Message - Email	
12:00 - 12:30 p.m.	Lunch	Lunch	
12:30 - 2:30 p.m.	Module 2: Intro - You Were There	Module 3: You as the Receiver - Managing Up	
2:30 - 2:45 p.m.	Break	Break	
2:45 - 5:00 p.m.	Module 2: Safety - Why Bother	Module 4: Supervisor Tips - Diversity Wheel	
Day 3		Day 4	
8:00 - 10:00 a.m.	Module 4: Diversity/Inclusion - Tool Time	Module 6: Intro - What's Your Role	
10:00 - 10:15 a.m.	Break	Break	
10:15 - 12:00 p.m.	Module 5: Intro - Possible Rewards Discussion	Module 6: Leadership - Leadership is More than Management	
12:00 - 12:30 p.m.	Lunch	Lunch	
12:30 - 2:30 p.m.	Module 5: Training Employees - Performance vs Habits	Module 7: Leadership Types - Tool Time	
2:30 - 2:45 p.m.	Break	Break	
2:45 - 5:00 p.m.	Module 5: The Practical Coach - Tool Time	Module 7: Mapping Leadership Exercise - Graduation	

WELCOME TO THE UNIVERSITY OF KENTUCKY!

Traveling North on I-75

Take Exit 104 (marked Athens/Lexington). Turn left off the ramp onto Athens-Boonesboro/Richmond Road and follow to downtown Lexington for approximately 8 miles. Turn left onto South Upper Street. Go through five stoplights and turn left into the Cornerstone Garage (Parking Structure #5).

Traveling South on I-75/I-64 East or West

Take Exit 113 (marked Paris/Lexington). Turn right off the ramp onto North Broadway (US 68). Follow through downtown for 3.5 miles. Turn left onto Bolivar Street; the street will end at South Upper Street. Turn right onto South Upper Street, then take an immediate left into the Cornerstone Garage (Parking Structure #5).

From Bluegrass Parkway

From Exit 72A, keep right off the exit onto Route 60 (Versailles Road). Follow for 9.4 miles then turn right onto Oliver Lewis Way (the name will change to Bolivar Street). The street will end at South Upper Street. Turn right onto South Upper Street, then take an immediate left into the Cornerstone Garage (Parking Structure #5).

Traveling North on US 27

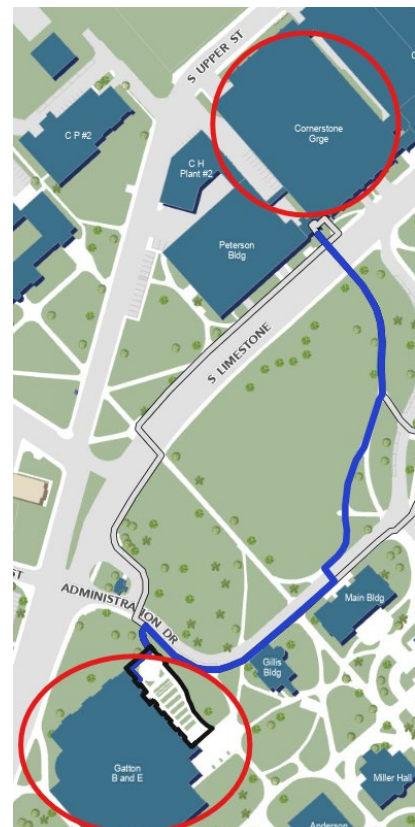
Take US 27-N (Nicholasville Road) and continue straight (US 27-N turns into South Limestone Street). Immediately after driving under the third skywalk, make a left turn to enter the Cornerstone Garage (Parking Structure #5).

If you're using a GPS, follow directions to Cornerstone Garage (Parking Structure #5):

**409 South Limestone
Lexington, KY 40506**

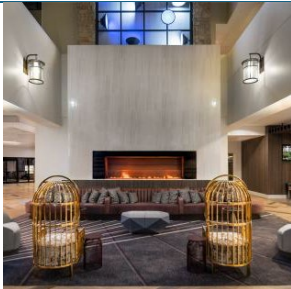
AFTER YOU'VE PARKED

- Follow signs to the third floor pedway to campus in stairwell A.
- Cross the pedway and take the right fork in the sidewalk.
- Follow the roadway and walk past the Main Building and the Gillis Building, then enter the Gatton College of Business and Economics.
- APPA Supervisor's Toolkit will be held in room 127.



WHERE TO STAY IN LEXINGTON

Check out more about what people are saying about Lexington: <https://youtu.be/XRfneJKzw9c>



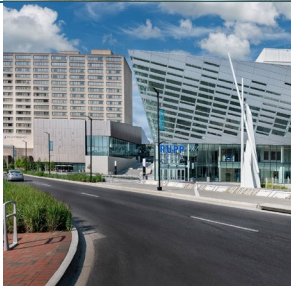
- **Hilton Lexington Downtown** (369 West Vine Street) – A centrally located, downtown hotel with restaurants and shops in walking distance. <https://www.hilton.com/en/hotels/lexdthf-hilton-lexington-downtown/>



- **Elwood Hotel & Suites** (444 Parkway Drive) – A beautiful, modern boutique hotel near campus. The hotel restaurant, Fiddletree Kitchen & Bar, is also highly rated. <https://www.theelwoodhotel.com/>



- **Tru by Hilton** (535 Waller Avenue) – A newer hotel located very close to UK's campus and medical centers. <https://www.hilton.com/en/hotels/lexumru-tru-lexington-university-medical-center/>



- **Hyatt Regency Lexington** (401 W High Street) – A downtown hotel connected to Rupp Arena (where UK Basketball plays). In easy walking distance of many downtown destinations. Only one mile away from UK's campus. https://www.hyatt.com/hyatt-regency/en-US/lexrl-hyatt-regency-lexington?src=corp_lclb_gmb_seo_lexrl



- **The Manchester** (941 Manchester Street) – One of Lexington's newest luxury hotels located in the Distillery District, an area of town that was originally home to the James E Pepper Distillery that is now full of trendy restaurants and bars. <https://themanchesterky.com/>

Need more hotel ideas? Visit the Lexington Visitor's Center recommendations at <https://www.visitlex.com/hotels/near-university-of-kentucky/>.