

Registration Information

New Superintendents Institute- Session 3

Crowne Plaza – Syracuse

November 4, 2011

RSVP by Friday, October 31, 2011

How to Register:

Mail or fax the completed form with payment to:

The Leadership for Educational
Achievement Foundation, Inc.
7 Elk Street, Third Floor
Albany, NY 12207
Fax: 518-426-2229

Program Cost:

\$135 - includes materials and meals

Registrant Name: _____ Fee: _____
_____ \$135

District: _____

Street/P.O. Box: _____

City: _____ Zip: _____

E-mail address: _____

Telephone: _____

Three Payment Options: Please check one

- Check or Money Order (payable to LEAF)
 Purchase Order (must include with registration form)
 Please charge my credit card: Visa Mastercard

Account #: _____ Exp. Date: _____

Cardholder's Name (please print) _____

Signature: _____

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Leadership for Educational
Achievement Foundation, Inc.
LEAD • EDUCATE • ACHIEVE
Seven Elk Street
Third Floor
Albany, NY 12207-1002

New Superintendents Institute

A Year-Long Seminar Series
for New Superintendents

November 4, 2011
Syracuse, NY

LEAF

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Achievement Foundation, Inc.

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THE COUNCIL^{of}
SCHOOL SUPERINTENDENTS
LEADERS • EDUCATORS • ADVOCATES

2011-2012 New Superintendents Institute

The Program

The New Superintendents Institute is a year-long seminar series tailored to making the transition to the superintendency successful. Participants may opt to attend individual "Success Seminars" or all five sessions. Upon participation in three of the five seminars, a certificate is awarded at the following Fall Leadership Summit.

Total Hours Credit

The total credit hours for the New Superintendents Institute is 34 hours.

Who Should Attend

All new superintendents in New York State should attend, including those new to the profession and those new to New York but have served in an out-of-state superintendency.

For More Information

Please contact Vren Banks, Programs and Resource Development Associate, at 518-449-1063 or email vren@nyscoss.org.

Cancellation Policy

The Council and LEAF, Inc. work hard to accommodate the unpredictable nature of superintendent schedules while keeping high quality programs affordable. All cancellations must be made in writing and mailed, faxed (518-426-2229) or emailed (karen@nyscoss.org) prior to the event. A \$25.00 cancellation fee will be charged on all cancellations received by October 31, 2011, a \$50.00 cancellation fee will be charged on all cancellations received after October 31, 2011 and there will be no refunds after the program start date (November 4, 2011). No-shows will be charged. We regret we cannot accept telephone cancellations. Please allow 4-6 weeks for processing.

2010-2011 Program Dates

- I. New Superintendents Orientation**
July 14 & 15, 2011
Crowne Plaza, Albany
& SED Regents Room
- II. New Superintendents Success Seminar**
September 25, 2011
(at Fall Leadership Summit)
Saratoga Hilton
- III. New Superintendents Success Seminar**
November 4, 2011
Crowne Plaza, Syracuse
- IV. New Superintendents Success Seminar**
January 20, 2011
Crowne Plaza, Albany
- V. New Superintendents Success Seminar**
March 4, 2012
(at Winter Institute)
Desmond Hotel &
Conference Center, Albany

Session 3 of the New Superintendents Institute is sponsored by Premier Diamond Partner Hunt Engineers, Architects & Land Surveyors, P.C.

HUNT ENGINEERS
ARCHITECTS
SURVEYORS

New Superintendents Institute

Session 3

Friday, November 4, 2011 / Crowne Plaza – Syracuse
9:00 am – 3:30 pm

This is the third session in a five session series of Success Seminars designed to support new superintendents held throughout the year. Topics covered during this session include the importance of communications during school budget time, labor relations and negotiations, and the advocacy role of the superintendent. The opportunity to discuss issues important to you with colleagues and experienced superintendents in roundtable conversations are also included.

Overnight Accommodations

A block of rooms have been set aside at the Syracuse Crowne Plaza for those wishing to make overnight accommodations on November 3, 2011 at the rate of \$109 per room. Please call 1-800-227-6963 to make reservations and reference **block code LFE**. The deadline to make reservations is **October 4, 2011**.

New Superintendents Resource Notebook

You will also receive a resource notebook for new superintendents. Sections are developed according to topics that mentor superintendents and the Superintendent-in-Residence have identified as important issues in the first year of the superintendency, as well as reference for succeeding years. The notebook contains articles, reference materials and practical examples and should be added to as information is provided in workshops.

