

2010-2011



# New Superintendents Institute



A Year-Long  
Seminar Series for  
New Superintendents

## Welcome to the Superintendency

On behalf of the Leadership for Educational Achievement Foundation, Inc. (LEAF) and the New York State Council of School Superintendents (The Council), it is my pleasure to welcome you to the superintendency and to invite you to participate in a program designed specifically for new superintendents – the New Superintendents Institute. As the Foundation of The Council, LEAF provides high quality professional development to New York’s school superintendents and school leaders. In this brochure you will find information on this program, as well as an overview of The Council and LEAF.

The New Superintendents Institute has been developed with input from new and veteran superintendents to ensure quality, applicability and authenticity. Feedback from past years’ participants has been consistently positive. Here’s how some assessed the experience:

*“The professional dialogue among the new superintendents was very helpful. It was full of valuable ideas and important insights as I begin my new superintendency.”*

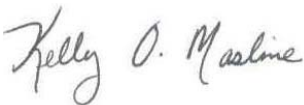
*“It was great to meet other new superintendents and connect as well as talk to veteran superintendents.”*

It’s a wonderful way to meet your colleagues and become aware of the many services available to you as a member of The Council and LEAF. We also have two highly experienced Superintendents-in-Residence, Dr. Robert McClure and Dr. Barbara Nagler, to assist you throughout your career as a superintendent. We encourage you to reach out to them with any questions or concerns you may have. They are an invaluable resource for our membership and can guide you as you embark on your new responsibilities. We encourage you to make the New Superintendents Institute series a part of your personal professional development plan.

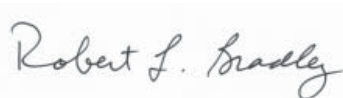
Please feel free to contact Vren Banks, Programs and Resource Development Associate at 518/694-4875 or at [vren@nyscoss.org](mailto:vren@nyscoss.org) with any questions regarding the New Superintendents Institute.

We look forward to meeting you and working with you throughout your career.

Sincerely,



Kelly O. Masline  
Director, LEAF



Robert L. Bradley  
Interim Executive Director,  
The Council



The Council’s vision is to be the pre-eminent professional organization in New York State, influencing the development of educational policy and asserting the leadership role of the superintendent.

The purpose of The Council shall be to provide leadership and membership services through a professional organization of school superintendents:

- To promote the interest of education and children in New York State;
- To influence local, state and national policy affecting education;
- To enhance the superintendency as a profession;
- To uphold the integrity of the office;
- To foster support and collegiality among its members;
- To provide leadership and membership services through a professional organization of school superintendents.



Leadership for Educational  
Achievement Foundation, Inc.

LEAD • EDUCATE • ACHIEVE

The Leadership for Educational Achievement Foundation, Inc. (LEAF) was established to serve educational leaders as the professional development arm of The Council.

LEAF’s mission is to raise the success of education leaders and the students they serve through professional development opportunities that are excellent in quality, pertinent in focus and readily accessible to all. Professional development programs are standards-based, data-driven, job-embedded and aligned.

## About the New Superintendents Institute

The New Superintendents Institute is a year-long seminar series, consisting of five Success Seminars, tailored to make the transition to the superintendency successful. Participants may opt to attend individual or all five workshops. Topics throughout the series include developing superintendent/school board relationships, finance and budget development, the superintendent's role as district advocate, leadership responsibilities and ethics. Each session includes small group discussions with experienced superintendents.

The first workshop, the New Superintendents Orientation, is held in July prior to the start of the school year, and offers an introduction to The Council and LEAF, the Commissioner of Education and key SED staff. The Institute continues with sessions in September, October, December and February. The September and February workshops coincide with The Council's annual conferences.

LEAF has also developed a New Superintendents Resource Binder which new superintendents receive upon attending their first New Superintendents Institute workshop. If a new superintendent is unable to attend any of the sessions, the Resource Binder is available to purchase for \$40.00. It contains articles, reference materials and practical examples, and should be added to as information is provided in workshops. Sections of the Resource Binder are developed according to topics that mentor superintendents and the Superintendents-in-Residence have identified as important issues in the first year of the superintendency, as well as references for succeeding years.

Registration materials for each session will be mailed out 6-8 weeks prior to each workshop.

*Thank you to our Premier Diamond Partners for sponsoring the New Superintendents Institute:*



## New Superintendents Institute 2010-2011 Schedule

### SESSION 1 – July 11-12, 2010 (Albany)

Cost: \$150

- Superintendent – School Board Relations
- Executive Sessions
- Leadership Actions and Responsibilities Aligned to Standards
- LEAF/Council Overview
- Roundtable Discussions
- NYSED Overview

### SESSION 2 – Sunday, September 26, 2010 (Fall Leadership Summit - Saratoga)

Cost: \$75

- Financial Responsibilities of the Superintendent
- The Care and Feeding of Your Board of Education
- Roundtable Breakfast
- Breakfast with Commissioner Steiner

### SESSION 3 – October 29, 2010 (Albany)

Cost: \$125

- School Budget Communications
- Evaluating Principals/ Leadership Standards
- Advocating for Your Students/ Capitol Update
- Roundtable Discussions

### SESSION 4 – Friday, December 3, 2010 (Albany)

Cost: \$125

- Financial Leadership – Good Fiscal Health
- Ethics & the Superintendent
- Labor Relations and Negotiations
- Roundtable Discussions

### SESSION 5 – Saturday, February 26, 2011 (Winter Institute - Albany)

Cost: \$75

- Keeping the Focus on Children
- Superintendent – Business Official Relationship
- Roundtable Breakfast
- Breakfast with Commissioner Steiner

*Topics may be subject to change.*



## Support for New Superintendents

### New Superintendents Website

The Council has developed a website specifically for new superintendents at [www.nyscoss.org/newsupers](http://www.nyscoss.org/newsupers). The purpose of this site is to provide support to new superintendents in their first few years as district leaders. It offers detailed information on a variety of topics from finances to school board relationships as well as providing sample evaluation instruments and entry plans.

### Superintendents-in-Residence

The Council has two Superintendents-in-Residence available to support you in your transition and development as a school district leader. Having served as superintendents, they are both in a unique position to offer firsthand advice and guidance to new superintendents. Both Dr. Robert McClure and Dr. Barbara Nagler collaborate with Council staff to design and implement programs such as the New Superintendents Institute and are available to answer questions and concerns you may have on tough issues.

**Dr. Robert McClure** joined The Council in 2007. Bob served as superintendent in the Shenendehowa and Kenmore-Town of Tonawanda school districts. You can contact Bob at [mcclure@nyscoss.org](mailto:mcclure@nyscoss.org).

**Dr. Barbara Nagler** joined The Council in 2008. She most recently served as District Superintendent

of Capitol Region BOCES and has served as superintendent for the Maplewood and Brunswick (Brittonkill) school districts. You can contact Barbara at [barbara@nyscoss.org](mailto:barbara@nyscoss.org).

### Superintendents Resource Bank

The Superintendents Resource Bank (SRB) is a valuable resource for active Council members. It involves member superintendents with a desire to respond to requests for information and advise colleagues. Responses come in the form of materials and concise answers to questions on financial, pedagogical and other matters. Often contact information is provided so a dialogue can be established for sharing experiences. The Council will send your request for information to members without identifying information (name or district). Responses are then compiled and forwarded to the requesting superintendent. Other superintendents that are interested in the responses may also request to receive them. The typical turnaround time is 3-5 days. The SRB can be found at: <http://www.nyscoss.org/resourceBank.php>.

*Disclaimer: The SRB is a service to Council members. It may from time to time explain ways to adhere to legal requirements but should not be construed and is not in any way legal advice. As with any matter facing a school district, it is advisable to consult the district counsel before acting. Nothing in the SRB or information from The Council generally can substitute for formal legal advice.*



In 2007, Educorps and The Council entered into a partnership to offer superintendents another avenue

of support. This partnership makes available former superintendents, recruited among the finest practitioners, to serve as Educorps consultants. All consultants are trained by The Council using research-based best practices. Educorps services are available to any superintendent whose BOCES has joined the Educorps Service Network.

Educorps services include:

- **Informal/Confidential (Free Service):** This service provides superintendents with the opportunity to speak to an Educorps representative who will research best practices or help troubleshoot the best course of action. This is a free service to any super-

intendent in the Educorps Service Network. To use this service please contact Kacey Feldman at 518-449-1063.

- **Customized Services (Fee-Based Service):** This service requires direct involvement of a consultant over time. Consultants with the appropriate background and experience are identified and a cost is determined. Some services include: staff development plans, workshops, facility utilization, transportation studies, retreats and long range planning.
- **Leadership Partner Program (Fee-Based Service):** This service is provided to new superintendents, typically as part of their employment contract. Leadership partners are assigned to the new superintendent and work with them for approximately one year.



#### CONTACT INFORMATION:

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