

*The Western New York Educational Service Council  
announces an important professional development  
opportunity for 2010-2011.....*

## **“THE SCHOOL ADMINISTRATOR SEMINAR SERIES”**

**(For all Principals, Assistants, Directors and Coordinators, or those in  
Leadership Graduate Programs)**

Administrative positions are becoming more challenging and complex every year. Whether you are new to the position or an experienced leader looking to share or acquire fresh ideas, this program should be helpful.

### **THE TOPICS**

**Tues 9/28**     *Dealing with Tough Discipline Issues and Working with  
Difficult Parents*

**7:45 a.m. – 10:00 a.m.**

The presenters will discuss how to anticipate and handle difficult discipline issues. Techniques and ideas to use with difficult parents while defusing volatile situations will also be discussed.

**Main Presenter:**

Jill Pellis –Transit Middle School Principal (and invited panelists)

**Tues 10/26**   *How to Discipline Staff (and Seek Dismissal when Necessary)*

**7:45 a.m. – 10:00 a.m.**

The difficult and stressful process of disciplining staff in need of improvement will be discussed. The conversation will also explore what would need to happen if eventual dismissal procedures are necessary.

**Main Presenter:**

Dr. John Ptak – Clarence School District - Director of Personnel (and invited panelists)

**Wed 12/1 *Exploring the Role of an Administrator as the Instructional Leader and Using Data to Improve Instruction***

**7:45 a.m. – 10:00 a.m.**

The panel will discuss the role of the administrator as an instructional leader in the school and will share tips and processes in analyzing existing data to enhance instruction.

**Main Presenter:**

Dr. Teresa Lawrence – Clarence School District – Director of Curriculum (and invited panelists)

**Wed 1/19/11 *Building an Effective Administrative Team to Assist in Facilitating Change***

**7:45 a.m. – 10:00 a.m.**

The presenters will discuss an increasing need to develop strong, effective administrative teams in the school building. The critical role of Guidance Departments, Social Workers, and Assistant Principals in the change process will be explored.

**Main Presenter:**

Robert Farwell- Retired Principal of Orchard Park High School and Faculty Member in the SUNYAB School Counseling Department (and invited panelists)

**Wed 2/23/11 *Inspiring People and Building Better Communications Systems in the School Community***

**7:45 a.m. – 10:00 a.m.**

The panel will discuss processes and ideas for creating strong, effective communication systems in the school community setting.

**Main Presenters:**

Dr. Doug David - chair of the Educational Administration program at Canisius College and former Assistant Superintendent.

Dr. Paul Fields – retired chair of the Educational Administration program at Canisius College and Superintendent of Grand Island Schools

**FORMAT:** Working Breakfast Meetings – Mentoring Atmosphere: Highly Interactive

**LOCATION:** The Millennium Airport Hotel, 2040 Walden Avenue, Cheektowaga, NY

**These sessions offer an opportunity for all administrators to learn from each other and perhaps develop some collegial networking and mentoring relationships. \$300 for all five sessions. \$225 for Service Council Affiliate Districts.**