

## ABOUT THE PROGRAM

Non-instructional school supervisors usually move into leadership positions through the ranks or by changing school districts. Rarely do they participate in certified coursework, or even the occasional professional development program, to assist them with the demands of supervision and other personnel issues.

The purpose of this program is to provide these school leaders with advice and strategies that can help prevent costly and time-demanding legal engagements. They will also gain important information about performing their duties in a professional and effective manner.

## ABOUT THE PRESENTERS

The presenters will be Karl W. Kristoff, who leads Hodgson Russ LLP Education Law Group, and David Farmelo, John Christopher and John Godwin.

The goal of their law practice group is to provide high-quality legal services to help school clients establish the best possible educational and work environments. Hodgson Russ LLP has advised school districts on operational and employment matters, as well as legal issues involving students for more than 40 years

## WHO SHOULD ATTEND

This program is designed for non-instructional school leaders at all levels, including Transportation Supervisors, Cafeteria or Food Service Managers, Buildings and Grounds Supervisors, Business Officials, and Human Resources Personnel.

## AGENDA

9:00-9:50 A.M. Opening Session  
“*Implementing Union Contracts*”  
Karl Kristoff, Hodgson Russ LLP

10:00-10:50 A.M. Second Session  
“*Wage and Hour Issues*”  
John Godwin, Hodgson Russ LLP

11:00-11:50 A.M. Third Session  
“*Conducting and Documenting Employee Evaluations*”  
Dave Farmelo, Hodgson Russ LLP

12:00 – 12:45 P.M. **Lunch Break**

1:00 – 1:50 P.M. Fourth Session  
“*Handling Disabilities in the Workplace*”  
John Christopher, Hodgson Russ LLP

2:00 – 2:30 P.M. Open Forum questions and answers with the legal team

## NON AFFILIATE INFORMATION

Registration for non-affiliates of the Western New York Educational Service Council is \$109.00, which includes the cost of a continental breakfast, lunch and materials. *Non-member Districts who agree to join the Council for 2010-2011 will get the member rate for this workshop.*

## AFFILIATE INFORMATION

There is a \$69.00 charge for the continental breakfast, lunch and materials for each attendee. The District will be billed following the workshop.

## WNY Educational Service Council Affiliates

**2009 - 2010**

Akron CSD	Lackawanna CSD
Alden CSD	Lake Shore CSD
Allegany-Limestone CSD	Lancaster CSD
Amherst CSD	Leroy CSD
Attica CSD	Lewiston Porter CSD
Brocton CSD	Lockport City SD
Byron-Bergen CSD	Medina CSD
Cattaraugus-Allegany-Erie-Wyoming BOCES	Newfane CSD
Cattaraugus-Little Valley CSD	Niagara Charter School
Chautauqua Lake CSD	Niagara-Wheatfield CSD
Cheektowaga CSD	North Collins CSD
Cheektowaga-Sloan UFSD	Oakfield-Alabama CSD
Clarence CSD	Olean CSD
Cleveland Hill UFSD	Orchard Park CSD
Depeu UFSD	Orleans Niagara BOCES
Diocese of Buffalo	Dunkirk CSD
Eden CSD	Randolph Academy UFSD
Elba CSD	Royalton Hartland CSD
Ellicottville CSD	Salamanca City SD
Erie 1 BOCES	Sherman CSD
Erie 2 C-C BOCES	Silver Creek CSD
Fillmore CSD	Southwestern CSD
Forestville CSD	Springville-Griffith Institute CSD
Frontier CSD	Sweet Home CSD
Genesee Valley BOCES	Tonawanda CSD
Gowanda CSD	Warsaw CSD
Grand Island CSD	West Seneca CSD
Hamburg CSD	West Valley CSD
Holland CSD	Westfield Academy & CSD
Holley CSD	Williamsville CSD
Hopevale UFSD	Wilson CSD
Iroquois CSD	Yorkshire-Pioneer CSD
Kenmore-Tonawanda UFSD	

## Registration Form

Register early – space is limited.

FAX to (716) 645-3840

Or

EMAIL to [debrabri@buffalo.edu](mailto:debrabri@buffalo.edu)

Name \_\_\_\_\_

School District \_\_\_\_\_

Phone \_\_\_\_\_ FAX \_\_\_\_\_

Email \_\_\_\_\_

Check \_\_\_\_\_ WNYESC Affiliate

\_\_\_\_\_ Non-Affiliate

## COST

AFFILIATES - \$69.00

Cost includes continental breakfast, lunch and materials.

NON-AFFILIATES- \$109.00 includes continental breakfast, lunch and materials. Non-affiliates who join the WNYESC now for 2010 – 2011 will receive the affiliate rate for this workshop. For further information, please call Bren Price at (716) 645 – 2932

Districts will be invoiced; individuals please make checks payable to the WNYESC, Mail to: WNYESC, University at Buffalo, 222 Baldy Hall, Buffalo, NY 14260-1000

## DIRECTIONS

The Millennium Airport Hotel is located directly off the I-90. It is adjacent to the Walden Galleria. Take the New York State Thruway to Exit 52E (Walden Avenue East). The hotel is about 5/10 mile on the left. For easy access, use one of the signals immediately before or after the hotel. The conference center entrance is located on the west side of the hotel.

or use Mapquest for directions.

Free parking onsite.

Register early –space is limited.

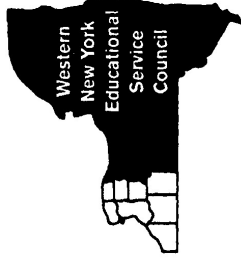
A breakfast and lunch buffet will be served.

WESTERN NEW YORK EDUCATIONAL  
SERVICE COUNCIL

presents

# “Non – Instructional School Leaders Conference”

Summer Seminar  
Series 2010



Wednesday  
July 21, 2010

8:30 a.m. –2:30 p.m.

Millennium Hotel  
2040 Walden Avenue  
Cheektowaga, New York