



A professional development program designed to provide support to school administrators, supervisors, and others in positions of leadership

WORKSHOP/CONFERENCE SCHEDULE, 2005-2006

➔ LOOKING THROUGH THE LEADERSHIP LENS: CINEMATIC SECRETS OF A SUPERINTENDENT

Key principles and practices of leadership will be the focus of this interactive workshop for school administrators and supervisors at the building and district levels.

Presenter: **Dr. Carl Bonuso**, Superintendent of Schools, Wantagh Public Schools

Wednesday, November 2, 2005, 8 AM – 3:00 PM, **Plainview**

➔ EFFECTIVE COMMUNICATION STRATEGIES

Participants will learn and practice basic communication strategies that will enrich the supervisory process enabling the administrator and supervisor to facilitate collaborative problem solving by working more effectively with staff, students, and parents.

Presenter: **Dr. Karen Osterman**, Chair, Department of Foundations, Leadership and Policy Studies, Hofstra University

Thursday, November 17, 2005, 8 AM - 12 Noon, **Plainview**

➔ HOW TO BUILD A MASTER SCHEDULE IN 10 EASY STEPS

The entire master schedule building process has been reduced to a 12-month, 10-step model, which will work for any middle or high school of any size. This methodical step-by-step procedure will be shared with participants in this one-day, hands-on workshop. Participants are asked to bring a calculator and several colored pens or pencils with them to the workshop.

Presenter: **Dr. Steven Kussin**, Educational Consultant, Adjunct Professor and former High School Principal (Lawrence High School)

Thursday, November 17, 2005, 8 AM – 3:30 PM, **New Rochelle**

Thursday, March 2, 2006, 8 AM – 3:30 PM, **Plainview**

➔ IMPROVING INSTRUCTION THROUGH EFFECTIVE SUPERVISORY PRACTICES

Participants will examine how supervisors and teachers collaborate to improve instruction through goal setting, observations, data collection and action research.

Presenter: **Ms. Michelle L. Lineal**, Assistant Superintendent for Curriculum and Instruction, Lawrence Public Schools

Thursday, December 1, 2005, 8 AM - 3:30 PM, **Plainview**

➡ **FINDING THE BEST: HOW TO HIRE EXCELLENT TEACHERS**

Hiring the right staff is an administrator's most powerful tool and the shortest route to school improvement. Participants will learn strategies for dramatically improving hiring practices. Districts are encouraged to send teams involved in the hiring process.

Presenters: *Dr. Robert Feirsen*, Deputy Superintendent, Manhasset Public Schools and *Dr. Seth Weitzman*, Principal, Hommocks Middle School, Mamaroneck Public Schools

Thursday, December 8, 2005, 8 AM - 12 Noon, **Plainview**

➡ **BUILDING SUCCESSFUL MIDDLE SCHOOL TEAMS: TAKING *YOUR TEAM* TO THE NEXT LEVEL**

This workshop will examine the leadership role of middle school administrators in improving interdisciplinary teams. Topics include criteria for organizing teams, assessing performance, setting goals, incorporating teachers of core subjects, resolving friction, improving communication with parents, and developing interdisciplinary units of instruction.

Presenters: *Dr. Seth Weitzman*, Principal, Hommocks Middle School, Mamaroneck Public Schools; and *Mr. Richard McMahon*, Principal, Manhasset Middle School and New York State 2005 Middle School Principal of the Year

Thursday, January 26, 2006, 8 AM – 3:30 PM, **New Rochelle**

Thursday, February 2, 2006, 8 AM – 3:30 PM, **Plainview**

➡ **CREATING AN ANTI-BULLYING ENVIRONMENT**

Participants will learn how school administrators can work with teachers to create a positive climate that strives to alleviate bullying and victimization in schools.

Presenter: *Dr. Karen Siris*, Principal, W.S. Boardman Elementary School, Oceanside Public Schools

Thursday, February 9, 2006, 8 AM – 12 Noon, **Plainview**

➡ **THE SCHOOL ADMINISTRATOR...A WOMAN'S PERSPECTIVE**

This workshop will look at the ways in which women approach leadership roles as seen through the eyes of two dynamic and successful school leaders. Analysis of current research will focus on historical perspectives of women in administration as well as on such issues as time constraints, dilemmas and choices, stereotypes, and career moves.

Presenters: *Dr. Phyllis Harrington*, Superintendent of Schools, Oyster Bay-East Norwich School District; and *Dr. Lydia Begley*, Assistant Superintendent for Instruction, Wantagh Public Schools

Thursday, March 23, 2006, 8 AM – 3 PM, **Plainview**

PLEASE SCROLL DOWN FOR ADDITIONAL DETAILS AND TO PRINT REGISTRATION FORM

LOCATIONS

PLAINVIEW workshops take place at the **HOLIDAY INN** located at Exit 46 on the north side of the Long Island Expressway (Rte. 495).

NEW ROCHELLE workshops take place at the **RADISSON HOTEL** located just off Exit 16 (New Rochelle Exit) of the New England Thruway (I-95)

FEE STRUCTURE

Full Day Workshop (8 AM – 3:00 or 3:30 PM)

\$135 per person; \$110 per person for districts registering teams of three or more participants prior to workshop date (includes continental breakfast and lunch)

Half Day Workshops (8 AM – 12 Noon)

\$100 per person; \$85 per person for districts registering teams of three or more participants prior to workshop date (includes continental breakfast)

Payment may be made by check payable to **CAS** or by purchase order. Please mail the completed registration form with your check or **FAX** a copy of the purchase order and registration form to CAS at the address or Fax number below.

CAS
One Huntington Quadrangle
Suite 3NO5A
Melville, NY 11747

Fax No. 631 293-2716

PLEASE SCROLL DOWN TO NEXT PAGE TO PRINT REGISTRATION FORM



REGISTRATION FORM

Name _____

Position _____

School _____ District _____

School Tel No. _____ Home Tel No. _____

E-mail address _____ Cell Phone _____

Check # _____ PO# _____ Amount Enclosed _____



Please check the workshops for which you are registering

- _____ LOOKING THROUGH THE LEADERSHIP LENS, Nov 2, 2005, **Plainview**, \$135
- _____ EFFECTIVE COMMUNICATION STRATEGIES, Nov 17, 2005, **Plainview**, \$100
- _____ HOW TO BUILD A MASTER SCHEDULE, Nov 17, 2005, **New Rochelle**, \$135
- _____ HOW TO BUILD A MASTER SCHEDULE, March 2, 2006, **Plainview**, \$135
- _____ IMPROVING INSTRUCTION THROUGH EFFECTIVE SUPERVISORY PRACTICES,
December 1, 2005, **Plainview**, \$135
- _____ FINDING THE BEST: HOW TO HIRE EXCELLENT TEACHERS, December 8, 2005, **Plainview**, \$100
- _____ BUILDING SUCCESSFUL MIDDLE SCHOOL TEAMS, January 26, 2006, **New Rochelle**, \$135
- _____ BUILDING SUCCESSFUL MIDDLE SCHOOL TEAMS, February 2, 2006, **Plainview**, \$135
- _____ CREATING AN ANTI-BULLYING ENVIRONMENT, February 9, 2006, **Plainview**, \$100
- _____ THE SCHOOL ADMINISTRATOR...A WOMAN'S PERSPECTIVE, March 23, 2006, **Plainview**, \$135

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IF YOU HAVE ANY QUESTIONS, PLEASE CALL 631 293-2820