

Friday, April 23, 2010
The Italian American Community Center

Potential Administrators' Conference

SPONSORED BY THE GREATER CAPITAL REGION PRINCIPALS' CENTER

*Educators (interns, new administrators, team leaders, department chairs)
considering a career in administration, currently taking courses, or entering the field...
This conference is for you!*

REGISTER TODAY!

School District _____ Phone # _____ Fax # _____

Bill District Purchase Order # (required if district is paying) _____ Payment Enclosed Total \$ _____

Please complete the form below for each person attending the conference. Please print clearly.

DUPLICATE FORM FOR ADDITIONAL REGISTRATIONS, OR DOWNLOAD MULTIPLE REGISTRATION FORMS AT WWW.CASDANY.ORG

Name	Position	Level	Interest Level
Email		Phone	<input type="checkbox"/> Considering <input type="checkbox"/> Taking Courses <input type="checkbox"/> Certified

Featured Optional Benefit

Consultant Appointments: Register below for a personal 20-minute consultation with an experienced administrator. This is a time to review resumes, ask questions, and receive interview tips and strategies. The consultations will be held before the conference from 8:00 - 9:00 am. Your appointment time will be confirmed via the email provided below. Please be prepared to email your resume to: bmorgan@uamail.albany.edu. **Yes - Sign me up for the consultation**

Cost: \$75 per person



*Leadership in responding to today's educational challenges
and opportunities*

University at Albany - East Campus
5 University Place - A409
Rensselaer, NY 12144-3427

REGISTRATION DEADLINE MONDAY, APRIL 19, 2010

Make checks payable to "CASDA"

Reservations made and not cancelled by the deadline date will be billed as made due to our commitment to the IACC.

FAX completed registration form to (518) 512-5226

To confirm a faxed registration or for any other questions,
call (518) 512-5198

Potential

ADMINISTRATORS' CONFERENCE

Friday, April 23, 2010 ❖ The Italian American Community Center
257 Washington Avenue Extension, Albany, NY 12205 518-456-0292

8:00 am Registration / **Consultant Appointments***

9:00 am Welcome and Remarks
Mike Laster, Chair, Principals' Center Board
Jeff McLellan, Executive Director, CASDA

9:15 am Keynote: "Mentoring New Principals"
Kevin Casey, Executive Director of SAANYS

9:45 am **Break**

10:00 am "How To Get An Interview"

Resumes and Cover Letters

Dr. Angelina Bergin, *Director of Human Resources, Saratoga Springs City School District*

Balancing Personal and Professional Life When Going for a Job

Elizabeth Wood, *Principal, Shenendehowa CSD*

Preparing, Researching for an Administrative Position

Linda Jackson-Chalmers, *Assistant Superintendent for Human Resources & Community Relations, City School District of Albany*

11:00 am **Mock Interviews:**

Elementary School Principal-Suburban

Panel:

Jim Dillon (*Chair, Guilderland*)

Lauren Gemmill, *Niskayuna*

Hakin Jones, *Ravena-Coeymans-Selkirk*

Dr. Rachele Salerno, *NSLN*

Elizabeth Wood, *Shenendehowa*

Sharon D'Agostino, *Ballston Spa*

Interviewees are students from the School Leadership Program in the School of Education at UAlbany.

High School Asst. Principal-Urban

Panel:

Dr. Michael Dawkins (*Chair, Rensselaer*)

Karen Urbanski, *Rensselaer*

Michael Kondratowicz, *Schalmont*

Mike Patton, *Queensbury*

Lynda Castronovo, *Scotia-Glenville*

Kim Wilkins, *Albany*

"The conference gave me many insightful pieces of administrative "know how".

- conference attendee, '09

"Experienced administrators have a wealth of knowledge."

- conference attendee, '09

11:30 am **The Critique**

Dr. Angelina Bergin, *Director of Human Resources, Saratoga Springs City School District*

Linda Jackson-Chalmers, *Assistant Superintendent for Human Resources & Community Relations, City School District of Albany*

12:00 pm **Buffet Lunch**

Potential administrators and experienced administrators meet for conversation over lunch.

1:00 pm **Roundtable Discussions**

Questions/Discussion regarding various administration jobs, topics

2:00 pm **Messages from the Principals of the Year 2009**

Michael Kondratowicz, *Schalmont*; **Dr. Candace Lobdel**, *North Colonie*

"It's a great networking experience."

-conference attendee, '09

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