

# First Annual Regional Institute for School Business Leaders

*The Multifaceted Role of the School Business Leader*

**June 15, 2018**

**Keynote Speaker: Michael Rutledge, Chief Warrant Officer Four at West Point Military Academy**

*This new offering  
is a customized,  
meaningful learning  
experience aimed at  
the professional and  
personal growth of  
regional school  
business leaders!*

**PANEL AND WORKSHOP TOPICS INCLUDE:**

- o Long Range Facilities Planning for the 21<sup>st</sup> Century
- o Facilities and Transportation Directors: Building a Partnership with Business Leaders through Support and Collaboration
- o How to Set Up Accounting for Capital Projects and New State Procedures
- o Accessing Aid for STAC and ESY Planning
- o Coordination of a Successful School Lunch Program
- o How to Get Staff to Embrace the Mission
- o And More

**TIME:** 8:00 a.m. – 8:30 a.m.  
Registration and Breakfast

8:30 a.m. – 3:00 p.m.  
Institute

**LOCATION:** Maple Conference Room  
Putnam | Northern Westchester BOCES

**AUDIENCE:** School Business Leaders,  
Assistant Superintendents, Directors,  
Assistant Directors, and Treasurers

**FEE:** \$75 per person or \$50 per person for  
district teams of three or more

**Register at [www.pnwboces.org/catalog](http://www.pnwboces.org/catalog)**

**CTLE HOURS ARE AVAILABLE**



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