



School Business Fundamentals for District and Building Leaders:

***A Certificate Program offered in
partnership with Pace University***

This institute is offered in partnership with Pace University and will provide district and building administrators with the functional knowledge of the business aspects of our schools necessary to effectively lead in today’s educational environment.

The institute was developed to provide an overview of key issues all school leaders must understand given the fiscal challenges of our schools. A series of five, four-hour sessions will be facilitated by three of the top business leaders in our region.

Topics include but are not limited to:

- Planning and Budget Development
- Budget and Fiscal Management
- District Operations i.e. facilities, food service, transportation, etc.

A certificate from Pace University will be issued to those who attend and actively participate in all five sessions.

Facilitators: Dr. Thomas Higgins – Coordinator of Educational Leadership Programs Pace University, Former Assistant Superintendent Putnam/Northern Westchester BOCES
Gloria Colucci – Former Superintendent, Garrison Union Free School District
Sylvia Fassler-Wallach – Assistant Superintendent for Finance, Facilities and Operations, Dobbs Ferry UFSD

Dates: October 25, December 1, 2016; January 19, March 21, and April 27, 2017

Time: 8:30 a.m. - 12:00 p.m.

Audience: District and Building Level Leaders

Fee: \$700

**ALL FEES ARE ELIGIBLE FOR STATE AID - CANCELLATIONS NOT ACCEPTED BEYOND 7 DAYS PRIOR TO WORKSHOP
SCHOOL DISTRICTS WILL BE BILLED THROUGH CO-SER 512**

To register on-line go to: My Learning Plan at www.pnwboces.org/catalog - Select “Center for Educational Leadership” If your district does not use My Learning Plan, you must print out the district approved authorization form and fax the signed copy to us at 914-248-3896.

All local BOCES provide professional development and support services and you should check with your local BOCES to see what is offered. These offerings are not intended to take the place of similar offerings provided by your own BOCES.