

MID-HUDSON SCHOOL STUDY COUNCIL

announces our annual

Workshop for District Clerks

April 3, 2008 ~ 9:00 am - 3:00 pm

Newburgh Ramada Inn on Rt. 300

Now - a full day of professional development

PROGRAM

Indexing Minutes Records Management

Linda Bull

Regional Advisory Officer, Region 9, New York State Archives

An Update on School Board Elections and Budget Voting

Margo May

Shaw, Perelson, May & Lambert

Roundtable Session

Problem Solving Case Studies

INVOICE / RESERVATION FORM

Workshop for District Clerks - April 3, 2008

Cost: \$75.00 per person, member districts

\$150.00 per person, non-member districts

Fee includes continental breakfast, break refreshments, lunch, registration costs, and all workshop materials

District _____

Name (s) _____

This reservation form is your invoice; please copy for your records.

Return completed reservation form with check to MHSSC at

SUNY New Paltz, Room 101E, OMB, 800 Hawk Drive, New Paltz, NY 12561

You may fax this form to (845) 257-2797 or register online at mhssc.net

RESERVATION DEADLINE: March 26, 2008

Cancellation refunds cannot be granted after 3/26/08.

Because temperatures vary in hotel meeting rooms, we suggest layered clothing.