

**REGISTRATION FORM**

Deadline for registration is Tuesday, November 8, 2016. Sorry, no refunds for cancellations after November 8th.

Name(s) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

School District \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

**COST**

There is a \$10.00 charge for participants whose district is a 2016-17 WNYESC member.

Any district that is not currently a member may attend if they plan to become WNYESC members shortly thereafter.

FAX completed registration to (716)645-3840 or scan and email to [wnyesc@buffalo.edu](mailto:wnyesc@buffalo.edu)

This is a members only program.

Districts may send more than one participant.

Districts will be invoiced following the program.

**DIRECTIONS**

From the Southtowns:

Take the I-90E

From the Northtowns:

Take the I-90W

Exit at 52E

The Millennium will be

on your left.

or

use Mapquest for directions

Please note the breakfast and program times for this event

*This program will be videotaped and made available online to all of our member districts*

**WESTERN NEW YORK EDUCATIONAL SERVICE COUNCIL**

Presents

***“Seven Myths About How Administrators Work: Developing Habits to Improve Your Personal Productivity”***

**Dr. Michael Doughty, Monroe 1 BOCES Deputy Superintendent**



**Wednesday November 16th  
8:30 a.m. – 10:00 a.m.**

**Millennium Hotel  
2040 Walden Avenue  
Buffalo, NY 14225**

## **ABOUT THE PROGRAM**

We all wish we could find more time in the day to meet the increasing demands required of school leaders. Another way to look at this issue is finding ways that we could do these same jobs in a more efficient way thus finding the extra time in that manner. We do many tasks without thinking about how they could be accomplished in more time saving ways.

A great job is done in preparing and training leaders in the theories but we fall woefully short in the essential skills needed to actually do the work. It's difficult to dialogue about teaching and learning when you are stuck in your office processing emails and returning phone calls. This workshop deals with strategies to assist leaders to be both more efficient and more effective with the things that they have to do to have more time and energy to do what they should be doing.

## **ABOUT THE PRESENTER**

Dr. Michael J. Doughty joined Monroe #1 BOCES as the Assistant Superintendent for Instructional Technology in January 2010 and was appointed Assistant Superintendent for Instruction and Technology in July 2011. Dr. Doughty is a graduate of SUNY Geneseo where he received his Bachelor's degree in Elementary Education with a concentration in mathematics. He taught fifth grade and then high school mathematics in the Churchville-Chili Central School District. After completing his Master's degree and Certificate of Advanced Study at SUNY Brockport, Mike became the principal of Warsaw Elementary School in Warsaw, Wyoming County. From 2001 until 2009, he served as the principal of Thornell Road Elementary School in the Pittsford Central School District. Mike earned his Doctorate in Education from the University of Rochester in 2009. Mike is an adjunct professor at the University of Rochester where he teaches courses in educational leadership. He is also a member of the Board of Directors for the Rochester School for the Deaf.

## **PROGRAM**

8:30 a.m.	Breakfast
9:00 - 9:45 a.m.	Presentation
9:45 - 10:00 a.m.	Q & A

## **WHO SHOULD ATTEND**

This program would be highly beneficial to:

- School Superintendents
  - District Administrators
  - Building Level Administrators
  - Board of Education Members
- (by Superintendent invitation)