

# 2019 - 2020 SERVICES GUIDE



P A T H W A Y S   T O   S U C C E S S   F O R   E V E R Y   S T U D E N T







Dear Colleagues:

I am extremely proud to share with you the 2019-2020 Putnam | Northern Westchester BOCES Services Guide. Our BOCES' mission of "Service and Innovation through Partnership" has long guided our work with our 18 component school districts to ensure the provision of high quality, cost-effective programs and services. We pride ourselves on being highly innovative and customer responsive, with services that are repeatedly recognized for excellence at the regional, state and national levels. We look forward to continuing to provide quality services and innovation through our partnerships with you.

A review of the 2019-2020 PNW BOCES Services Guide shows a wide range of service offerings. In Special Education, we are proud to be able to feature new possibilities in self-sufficiency and educational success for severely challenged students, as well as provide unique educational experiences for those students who are disengaged. Our Career and Technical Education Center offers a variety of training opportunities to middle and high school students, including Career Academies, which integrate academics with technical training. We also teach thousands of adults who are changing careers, learning English or pursuing a delayed high school education.

Our Curriculum Center expands educators' horizons through its highly regarded professional development programs in instruction, assessment, crisis management, data analysis and locally developed, state-of-the-art curricula. Our Center for Educational Leadership provides professional development and degree programs for current and aspiring public school leaders in partnership with several prestigious institutions of higher learning. Our Regional Personnel Services provides, among other resources, an online application service to more than 500 districts, assisting them in recruiting exceptional candidates for district vacancies.

Putnam | Northern Westchester BOCES works closely in partnership with all of our school districts to develop the best possible responses to their service needs. We are proud of the appreciative feedback we have received from the students, parents, teachers, administrators and school districts we serve, and we look forward to continuing our partnership with you to ensure the success of all students and educators in our region.

Sincerely,

**James M. Ryan, Ed.D.**

DISTRICT SUPERINTENDENT/CHIEF EXECUTIVE OFFICER

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*Bedford, Brewster, Briarcliff, Carmel, Chappaqua, Croton-Harmon, Garrison, Haldane, Hendrick Hudson, Katonah-Lewisboro, Lakeland, Mahopac, North Salem, Ossining, Peekskill, Putnam Valley, Somers, Yorktown*



## PUTNAM | NORTHERN WESTCHESTER BOCES

### *A Brief History*

Our BOCES story began 70 years ago, on September 9, 1948, in what was referred to as Upper Westchester County as the second BOCES in New York State.

Within a decade Upper Westchester Board of Cooperative Educational Services had grown to serve almost 1,000 students taught by more than 40 shared professional staff.

By 1968, close to 800 students participated in our special education programs, offered in 20 different buildings in three locations, and a day camp in Yorktown for 200 students.

Meanwhile, Putnam BOCES opened in 1957 and within seven years employed 35 full- and part-time staff members teaching 220 vocational students in four different Putnam locations. These combined to a Tech Center in Carmel in 1967.

In 1969, Putnam and Northern Westchester BOCES merged, and plans were developed to build on the 240-acre campus in Yorktown Heights to consolidate services.

Welcoming its first students in 1971, Putnam | Northern Westchester (PNW) BOCES evolved into the caring, committed, and collaborative educational enterprise it is today. The 1970s witnessed the creation of many programs including outdoor education, cosmetology, culinary arts, as well as an adult education program, a preschool program for students with special needs, a learning center for students with emotional challenges, an alternative high school, and a high school equivalency program.

Today, PNW BOCES adheres to its mission of providing “service and innovation through partnership” with school districts, and offers cost-effective programs to thousands of children, adolescents and adults through a central agency with program locations on two campuses and throughout nine sites.

Approximately 600 employees and another 200 hourly and per diem staff work at PNW BOCES. Each year, the organization serves more than 1,000 Career and Technical Education students and approximately 400 children with special needs. In addition, about 20,000 education professionals take advantage of curriculum and instruction and guidance programming; more than 800 school leaders participate in the Center for Educational Leadership’s offerings; 3,000 adults attend continuing education programs; and more than 500 school districts take advantage of PNW BOCES’ management services programs, including the online recruitment system, OLAS. Through the Center for Environmental Education, some 38,000 students each year participate in various outdoor and environmental education programs.

With a vision to be the state’s premier educational service provider, PNW BOCES has a “we can do that” approach to offer fiscally responsible, innovative, high quality services to find pathways to success for every student.



## MISSION

Service and Innovation Through Partnership

## VISION

To be a premier educational service agency in New York State  
providing exceptional customer service

## CORE VALUES

Pathways to success for every student

“We can do that” attitude

Culture of excellence

## PRIORITIES

High quality, innovative programs & services

Cost effective, fiscally responsible measures

Recruit/train/retain quality staff

Responsible custodian of BOCES facilities/property

Effectively connect with component districts,  
community partners & other stakeholders

## TABLE OF CONTENTS

Career and Technical Education	3 - 9
Special Education	10 - 14
Guidance and Child Study Center	15 - 17
Curriculum and Instructional Services	18 - 21
Management Services	21 - 33
Regional Services	33

## CAREER & TECHNICAL EDUCATION



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The mission of The Tech Center at Yorktown is to integrate career and technical education with rigorous academic course work, preparing students for success in college as well as direct entry into a career. By utilizing community resources, The Tech Center awards college credit and scholarships to students who complete a course of study and attain a sufficient level of achievement.

### BUSINESS CAREER ACADEMY CO-SER 107

#### MICROCOMPUTER TECHNOLOGY/CYBERSECURITY/ PROGRAMMING/CODING/GAMING

Students will learn the fundamentals of three different areas of Information Technology (IT): Programming (mostly Game Programming), Computer Repair (A+ Certification), and Cybersecurity. Students will work on projects such as repairing computers, designing and programming games, and testing how hackers enter a computer. The students will learn about the many diverse careers available in the IT Industry (including Game Programmer, Hardware Repair Technician, and Information Security Officer). Students will create and maintain their own portfolio of job search documents including resume, cover letter, thank you letter, elevator pitches, and list of references.

### COMMUNICATIONS CAREER ACADEMY CO-SER 107

#### ANIMATION AND MOTION GRAPHICS

Students will be exposed to the professional world of 3-D animation and 2-D motion graphics. Industry software, such as Autodesk Maya, 3ds Max, Mudbox, Adobe AfterEffects and Flash Professional, will be used throughout the curriculum. All students will develop a digital portfolio to showcase their talent and imagination. Upon completion of the course, students will have a strong base for further education and career opportunities.

#### COMPUTER GRAPHICS

Students will learn design skills necessary to use the computer as an artist's tool. They will build a strong foundation in the graphic programs Adobe Illustrator and Adobe Photoshop and the page layout program Adobe InDesign. They will also be introduced to 3-D graphics and webpage design techniques. All students develop portfolios and most pursue a post-secondary degree.

#### DIGITAL FILM, VIDEO & AUDIO PRODUCTION

Students will learn to operate state-of-the-art field and studio equipment. Through guided projects, students produce, direct and edit professional programs and short films. Students will be involved in activities such as audio and video editing, stage setup, story boarding and lighting. They will explore concepts and practices in film and television production. Students will learn the fundamentals

of sound, including microphone technique, tracking, editing, mixing, and mastering. This course introduces students to the tools and practices of sound in a professional environment.

#### FASHION DESIGN AND MERCHANDISING

Students will be introduced to both the design and merchandising aspects of the fashion industry. In a fully equipped classroom, the students will learn the tools and acquire the skills to create a garment from beginning to end. They will study fashion history, merchandising, design theory, fashion illustration, visual merchandising and textiles. The fast-paced, hands-on classroom becomes a true design studio when students prepare for the annual fashion show. All students develop a portfolio and most pursue a post-secondary degree.

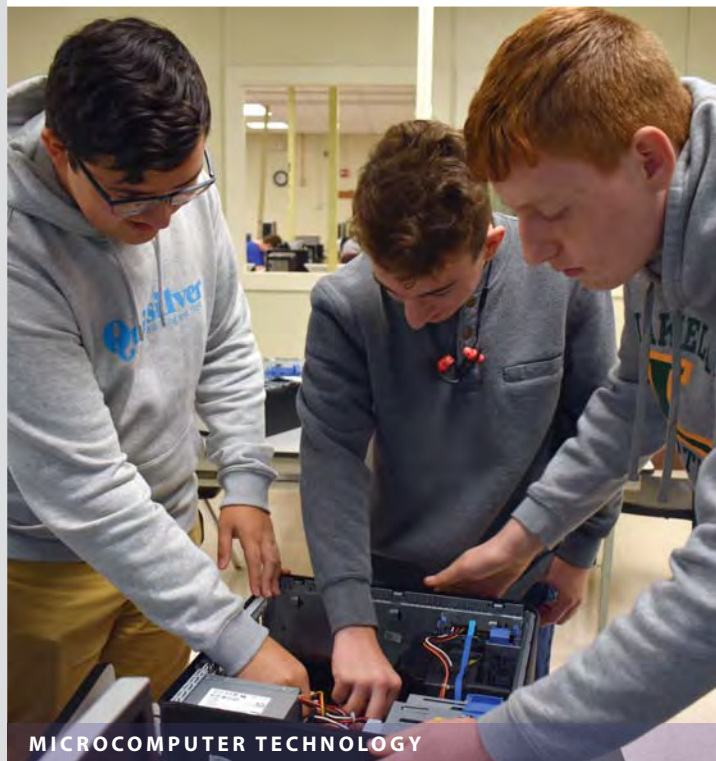
### COSMETOLOGY CAREER ACADEMY CO-SER 107

#### BARBERING

This program will prepare students for a career in barbering, with training in the skills necessary to pursue state licensing and take the barbering practical exam. The barbering program also includes hands-on experience in hair styling, cutting, clipping, and shaving. Upon completion of the program, students will be eligible to sit for the New York State Barbering Practical Exam.

#### COSMETOLOGY I AND II

Students learn the fundamentals of cosmetology and acquire the techniques and skills necessary to be a successful cosmetologist. The course includes hair styling, hair coloring, hair cutting, cosmetics and nail and skin care. Upon completing 1,000 hours of instruction, students of the Cosmetology program are eligible to sit for the State Board Licensing Examination for Cosmetologists. This course is also delivered in Spanish for English language learners.



MICROCOMPUTER TECHNOLOGY





## CONSTRUCTION CAREER ACADEMY CO-SER 107

### ARCHITECTURAL DESIGN AND MODELING

The Architecture and Design Lab is for student innovators who learn by doing. Students are challenged to take on the world's messy problems. Together, students develop a way to produce creative solutions. This process requires collaboration from Engineering and Design disciplines. Sophisticated computer technologies are employed in creating accurately scaled 3D models.

### CARPENTRY

The Carpentry curriculum exposes entry-level students to a broad range of areas including rough and finished carpentry using residential construction materials, practices and procedures. In this course, students receive hands-on instruction in the proper use of the most currently used hand and power tools. Safety is always a major emphasis. Upon completion of the two-year program, students can become apprentices or carpentry helpers or pursue a construction technology program at the post-secondary level.

### CONSTRUCTION ELECTRICITY

In this program, students will learn, through hands-on training, the fundamentals of electrical theory and acquire the techniques and skills necessary to wire and install electrical service in residential and commercial buildings. They will also learn to read and interpret blueprints and electrical plans; plan and install wiring, including, but not limited to, armored cable, metal clad cable, Romex and electrical conduits. Students will become familiar with the requirements of The National Electrical Code.

### HEATING/VENTILATING/AIR-CONDITIONING /PLUMBING/ PIPE FITTING

Students will develop skills such as pipe fitting, soldering and brazing. Basic electrical wiring, controls and system installations are taught as well. Heating systems, from heat-pumps and oil and gas-fired boilers to geothermal, are examined in depth. Students receive training on everything from basic ice makers to more advanced commercial refrigeration equipment. Modern tools of the HVAC business are used in training activities. Student training is centered on using real field equipment, while performing actual repairs and adjustments.

## NEW VISIONS ENGINEERING

This is an academically rigorous one-year program for college-bound high school seniors who plan to major in an engineering discipline. Students receive instruction in calculus, physics and various engineering principles. They explore the world of engineering through hands-on projects that integrate academic and engineering concepts. Job-shadowing opportunities and site visits throughout the year enable students to see firsthand the activities and responsibilities related to various engineering disciplines.

### INTRODUCTION TO ENGINEERING (9<sup>TH</sup> AND 10<sup>TH</sup> GRADERS)

This program will introduce students to engineering principles and concepts in a variety of engineering, technology and related scientific fields. The course is open to high school freshmen and sophomores and will have a strong hands-on component. Through project-based learning students will be exposed to microcomputer control technology, computer coding, electronics, and mechanical, civil, and electrical engineering.

### PRESERVATION/RESTORATION/COMMERCIAL MASONRY

Students learn Construction and Masonry Art skills through the NCCER Curriculum and can gain national credit. Training is mostly hands-on, using different types of tools, equipment, and materials used in the construction field to build individual and group projects. With safety training through OSHA, students will get scaffold awareness and be able to receive their 10-hour card. They will interpret building plans, estimate jobs, and discuss managing construction sites.

### WELDING

Students entering the program will learn all the fundamentals of welding and welding safety, practice a variety of welding methods, and make projects within their abilities. We follow the NCCER Curriculum, which encompasses general construction knowledge such as job site safety, applied math, blueprint reading, communications skills, materials handling, and much more. This course covers joining metal and alloys using oxyacetylene (gas welding), shielded metal-arc (stick welding), gas metal-arc (MIG welding) and gas tungsten-arc (TIG or Heliarc welding).



JACK KIRSHOFF

BOCES Career and Technical Education (CTE) students probably don't imagine blowing up trucks, staging car flips and creating wind effects in their future careers. But that's exactly what five Tech Center grads are doing at K-F/X, a Yonkers-based company that creates special effects for movies and television.

Jack Kirshoff, a 2008 North Salem graduate who studied welding and HVAC at BOCES, is now helping his father run K-F/X, and he would like to spread the word that skills learned at the Tech Center can lead you in many different directions.

"Everything I learned at BOCES has come in handy. I'd like to show kids that there's a lot more that they can do with their skill than just work in that specific trade," says Kirshoff. "We do gags for all the major production companies, Sony, Netflix, Amazon." In fact, the company is currently working on an exploding dye pack in a stolen moneybag for an episode of *The Blacklist*.

The four other former BOCES students currently working at K-FX also graduated from North Salem High School: Davin Maggio, who took Film Production in 2002; Jake Hernandez, Auto Body 2008; John Greene, HVAC in 2008 and Zach Maggio, Electric, 2007. K-FX is currently exploring the possibility of creating ongoing internships at the company for students in a number of programs.

Jack didn't always plan on working with his dad, but BOCES changed his mind.

"I realized I needed and wanted to do this kind of thing; working with my hands." He went on to graduate from SUNY Delhi with a degree in welding, learning skills he uses daily.

He says he chose to go to BOCES because "Although I wasn't a bad student, I just didn't love the typical high school day. For me, BOCES didn't even feel like school. It was like doing the things you do after school for fun." And he says he valued the fact that his teachers were all professionals in the trade they were teaching. "You're learning from people who really know their industry."

He also appreciated meeting a "whole group of kids interested in the same things that you are interested in," and remains friends with many of them today. "When I got to BOCES I realized that all the kids were just like me – interested in doing real-world work."

"I wouldn't have done it any other way," he says, reflecting on his last two years of high school. "BOCES was fantastic."

## ENVIRONMENTAL CAREER ACADEMY CO-SER 107

### URBAN FORESTRY/ARBORICULTURE

Students will study tree biology, anatomy and physiology; soil and water management; and insect and disease diagnosis. Tree care will emphasize climbing (optional), pruning, moving/ installation and felling. The urban forestry component will teach design and construction, plant installation and care, heavy equipment operation and surveying. Activities include chainsaw use and maintenance and computer-assisted landscape design. Students will also learn how to start and maintain their own business.

## HEALTH CAREER ACADEMY CO-SER 107

### CERTIFIED FIRST RESPONDER

This course is for students who intend to administer prehospital emergency care including cardiopulmonary resuscitation (CPR), oxygen, bleeding control and bandaging, assist in childbirth, and the treatment of trauma patients.

### CERTIFIED NURSE'S AIDE/HOME HEALTH AIDE

This course emphasizes necessary foundation skills including legal and ethical responsibilities, health-related terminology, leadership development, safe handling of clients, first aid and preventing spread of infection. A supervised clinical experience is included. Students completing this one-year program are eligible to take the Certified Nurse Assistant exam.

### EMERGENCY MEDICAL TECHNICIAN

This course is for people who intend to provide emergency medical care on the basic life support level in an ambulance, either as a volunteer or as a career. Topics include preparatory, airway management, cardiac arrest and CPR, defibrillator, patient assessment, medical emergencies, trauma, infants and children, and ambulance operations. Upon completion, students must pass a state practical and written exam to achieve New York State EMT Basic certification.

## INTRODUCTION TO HEALTH OCCUPATIONS (9<sup>TH</sup> AND 10<sup>TH</sup> GRADERS)

Students explore different health-care professions to find a future career in the medical field. In this course, students will be given an opportunity to explore through hands-on activities, field trips, and job shadowing.



NEW VISIONS HEALTH





SPORTS MEDICINE

### INTRODUCTION TO PHYSICAL THERAPY AIDE

The Physical Therapy Aide program will prepare the student to work as part of a rehabilitative team in such settings as orthopedics, neurology, geriatrics, pediatrics, and home care. It is a profession that is in high demand. Coursework will include medical terminology, physical injuries, disorders and disease, rehab of injuries, patient and personnel communication, therapeutic exercise and activities of daily living, body mechanics, and empathy and compassion.

### LAW ENFORCEMENT/911 CERTIFICATION/SECURITY GUARD

Students will prepare for careers in law enforcement, security, legal systems and emergency medical services (EMS). Topics of study include NYS penal and traffic laws, fingerprinting, vehicle searching, recording and photographing crime scenes, CPR, emergency first aid and courtroom procedures. Students will visit venues within the criminal justice system. Upon successful completion, students may acquire an unarmed security license.

### MEDICAL ASSISTANT

This one-year program prepares students for careers working with doctors or with other healthcare professionals in a variety of clinical settings. Students will learn and practice front- and back-office skills: billing, scheduling, communications and other related skills. Upon successful completion of this program, students will qualify as Medical Assistants, eligible to obtain a job in a physician's office, group practice office or medical clinic.

### NEW VISIONS HEALTH

Highly motivated, successful high school seniors who are interested in a career in the health field can work side-by-side with doctors, nurses, pharmacists and other health-care professionals while rotating through all departments of a hospital. Honors-level English, social studies, health and health occupations credit is gained through projects completed during clinical assignments and internships. College credit may also be obtained.

### SPORTS MEDICINE/CERTIFIED PERSONAL TRAINER

Sports medicine is a two-year course offering that is designed to prepare students to learn about safety and injury prevention in sports, injury recognition and rehabilitation as well as fitness and athletic performance. The curriculum will encompass clinical anatomy, exercise physiology and nutritional science. Upon successful completion of the program students may attain a certificate as a Certified Personal Trainer.

### VETERINARY SCIENCE



Do you love animals? Are you thinking of becoming a veterinary assistant, veterinary technician, or veterinarian? This is your program! Veterinary Science will provide students with the knowledge and skills needed to pursue their post-high-school goals in the Veterinary Science/Animal Science field. The two-year program starts in 11th grade and continues into 12th grade. Students will gain this knowledge through reading, writing, research, teacher lectures, lab activities, guest speakers, and internships.





VETERINARY SCIENCE

## HOSPITALITY CAREER ACADEMY CO-SER 107

### BAKING AND PASTRY ARTS

In this intensive hands-on course, students will learn the art and science of baking and the methods for preparing a wide variety of products. Students will learn how to prepare chocolates and candies, decorate cakes and pies, and make cookies and breads. They will follow the ProStart curriculum and gain proper work skills for employment. They will prepare a wedding cake for their final practical exam.

### CULINARY ARTS



Students prepare for careers in the culinary arts/hospitality field by learning fundamental cooking and bakery/pastry arts skills. Training in safety, sanitation and basic nutrition is provided. Students use applied academic and technical skills to prepare portfolios for college admissions and employment. Front-of-the house hospitality training and culinary business concepts are included in the instruction. Students plan and operate a restaurant, cater functions, participate in an in-house live work rotation and intern in the School-to-Work program following the National Restaurant Association ProStart curriculum.

## TEACHING CAREER ACADEMY CO-SER 107

### CHILD DEVELOPMENT AND EDUCATION I

This program will feature integrated academic and professional instruction, competency-based field experience in established early childhood programs and preparation for post-secondary study in early childhood education. Course content will include child development, teaching techniques, observation and recordkeeping skills, behavior management, social skills, child psychology and children with special needs. Students will be expected to work effectively as team members in both the classroom and the workplace. They will explore different career options, evaluate personal strengths and develop short- and long-term goals.

### CHILD DEVELOPMENT AND EDUCATION II

This program is designed for students who are considering a career in teaching or child care in the early-childhood field. The course focuses specifically on working with children from birth through eight years. The program features integrated academic and professional instruction, competency-based field experience and preparation for post-secondary study. Course content includes program management, child development, creative arts, literacy and language development, working with special needs children and working with families. Students are expected to work effectively as team members in both the classroom and workplace. Students in this program pursue a post-secondary degree at two- or four-year colleges. Students participate in a year-long internship working with district students in an area of their choice.

## TRANSPORTATION CAREER ACADEMY CO-SER 107

### AUTO BODY

Students learn the latest techniques of auto-collision repair, computerized estimating, body and frame technology, MIG welding and metal work. Use of metal and plastic fillers, final preparation, masking, spray painting and detailing are taught as well. Proper use of hand tools and safety are fully integrated throughout the program.

### AUTO MECHANICS I AND II

This program provides students with hands-on experiences in the field of automotive technology. Students explore the major components from steering, suspension and brake systems to onboard computer-controlled systems and diagnostics. The program prepares students for post-secondary education or employment.

### SMALL ENGINE/MOTORCYCLE TECHNOLOGY

This course of study includes the repair of recreational vehicles and small engines including snowmobiles, quads, lawn mowers, garden tractors, saws and leaf blowers. It also covers the principles of engine maintenance, repair and rebuilding for both two- and four-cycle engines; and repair of traction devices and other mechanical and electrical parts using hand tools, power tools and electronic test equipment. This course prepares students for entrance into the following fields: outdoor power equipment repair, motorcycle technology, turf equipment repair, marine technology and heavy-duty equipment repair.

### iLAB

The Innovation Lab (iLab) will allow students from any CTE program to enhance their experience at the Tech Center in a space for innovation and collaboration with their peers. A physics teacher with a strong engineering background supervises the lab and works directly with students to develop their ideas and innovations that have evolved through their CTE program. The students working in the iLab will have the time, freedom, technology, and resources to carry out far-reaching, creative, and innovative work throughout their time at the Tech Center.

## ACADEMICS CO-SER 107

Students meeting eligibility requirements may enroll for academic credit in the following subject areas: economics, English, government, health, math, physical education and science. Interested students should contact their school counselors for further information.

### WORK-BASED LEARNING



Students work with Tech Center staff in designing a personalized work experience course of study. They research and identify a potential career choice and have the opportunity to participate in a credit-bearing internship. Students in this program will be required to attend job-readiness seminars, maintain work experience logs and complete written assignments.



*As a Lakeland High School sophomore attending The Tech Center's annual Open House, Jake DeMasi didn't have trees in mind.*

*"I just knew that I am best at learning by doing, so I wanted to see what Tech offered," he says.*

*The energy and enthusiasm he saw in John Madden and his team in the Urban Forestry/Arboriculture program hooked him immediately. It's that passion that helped earn the program a 2018 Model Program title from the Career and Technical Education Technical Assistance Center of New York. Recognized for its high performing teachers and students, CTE's Urban Forestry program will serve as a model and be shared with other schools across the state.*

*For a graduate like Jake this comes as no surprise. "As soon as I started I fell in love with it," he says. So encouraging was the support that he received, and so thorough was the instruction, that the 18 year-old high school senior felt confident enough to start his own tree business.*

*"I started doing it out of my car, then I made enough that I was able to buy a truck and a chipper, and then really get going," he says.*

*Of course, it wasn't that simple. After graduating high school and BOCES in 2014 Jake attended the University of Massachusetts, Amherst, earning an associate degree in Arboriculture, later accumulating an arm's length of certificates in the field.*

*His business, Alpine Tree Service, Inc., extends from Stamford to Hopewell Junction, running multiple crews and a growing staff that includes three BOCES Urban Forestry grads.*

*"I love it all," Jake said of his business. "The final result is very fulfilling; once we get something done and it looks so good and the customer is happy."*

*Reflecting on his time at BOCES, Jake says he couldn't have made a better decision. "It was kind of like getting the best of both worlds. I was able to stick with the friends I had made in middle school and also meet so many new people at the Tech Center."*

*He says he is constantly in touch with his teachers at BOCES and calls them almost daily seeking advice and camaraderie. He eagerly returns to the program to talk to students about how his life has been affected by his decision to attend Tech. "I love the energy and the way the teachers love what they do at Tech and that they want you to succeed. Such a good attitude. They were fantastic."*

*He says he'll always look to The Tech Center when hiring. "A lot of other companies go after these guys as well. Good help is very hard to find!"*

*Now 22, Jake says he's not resting on his laurels. "I'm beginning to branch out into other businesses. I think I can say that the Tech Center turned me into a full-on entrepreneur!"*



## CORE PROGRAMS

Teachers use student interest in a particular career area to motivate change in behavior that interferes with the learning process and potential employment opportunities. These programs offer the small group instruction, supervision, structure and support that students need to be successful. Classes include: Auto Body, Auto Mechanics, Barbering, Carpentry, Certified First Responder, Childcare Assistant, Computer Graphics, Construction Electricity Assistant, Construction Technology, Cosmetic Services, Culinary Arts, Culinary Arts at Tilly Foster Farm, Digital Media, Emergency Medical Technician, Microcomputer Technology, Small Engine/ Motorcycle Technology, and Urban Forestry.

## LIFE PROGRAMS CO-SER 107

Life programs are full one-year programs designed to prepare special needs students for the world of work. Students participate in a variety of vocational experiences in preparation for independent or supported employment. The primary focus of this life program is the development of appropriate work behaviors, attitudes and skills to facilitate successful transition to adult employment. Students receive intensive skill development in one career and technical education program. Programs include: Animal Care, Carpenter's Assistant Trainee, Construction Technology at Tilly, Culinary Arts, Fashion Design Assistant, Food Preparation Assistant, Food Service Transition to Work, Retail Services, Small Engine Repair, and the Culinary Arts Programs at Tilly Foster Farm.

## ENGLISH AS A NEW LANGUAGE LEARNER (ENL) CAREER ACADEMY CO-SER 107



### ENL IMMERSION TASC= TEST ASSESSING SECONDARY COMPLETION

The English as a New Language Learner Program is designed for students who have recently arrived from other countries. Students participate in a variety of cultural and academic endeavors that are designed to teach basic communication skills. More advanced students are prepared for the high school equivalency exam (TASC or Pre-TASC).

### SPANISH TASC

Designed for 16- to 20-year-old students, this option provides alternatives to the regular high school program by offering studies to prepare for a TASC diploma.

### SPANISH PRE-TASC

Spanish Pre-TASC is a new course offering for high school students to work on their academics to improve their test scores for entrance to the TASC program.

### BILINGUAL TRADES

Spanish translation for key terminology is provided within each of these ENL Career and Technical Education programs.

### TASC (ALTERNATIVE OPTIONS)

This program provides high school equivalency education for 16- to 20-year-old students who are having difficulty making satisfactory progress toward high school graduation in their local high schools. Instruction includes examination preparation classes two hours a day, five days a week, during the academic school year. Students are also required to participate in a CTE vocational program.

Written approval from the home school and parents as well as an entrance examination are required. Alternative Options is also available to students with limited English proficiency.



## ADULT AND CONTINUING EDUCATION SPECIAL FUNDING PROGRAM

This program serves the workforce preparation needs of more than 3,500 adults each year through continuing education, technical and career education, literacy training and training for business and industry. The Tech Center Adult Ed program participates in a partnership with the New York State Department of Education and Department of Labor by providing programs in which adults receive education, training and support services enabling them to enter or advance in the workplace. The continuing education program provides short-term career-related courses in many areas such as construction, health, culinary arts and computer technology.

- The computer department offers more than 50 courses, taught by professionals in state-of-the-art networked computer laboratories.
- In the technical and career education program, classes lead to entry-level employment in fields such as health care; computer applications for business; computer technology; food service; cosmetology; and heating, ventilation and air conditioning.
- Students receive support services including career counseling, job development and job placement. These programs also serve unemployed, underemployed and dislocated workers. In the literacy program, students receive training in essential skills in workplace competencies such as communication, problem solving and team building.
- Free instruction is available in Adult Basic Education, TASC (Test Assessing Secondary Completion) and English for Speakers of Other Languages at 13 locations in Putnam and Northern Westchester.
- The business and industry program provides customized training at the request of a business or corporation. Some recent training programs include computer applications, accounting and health services.

## ADULT EDUCATION COORDINATOR CO-SER 104

Component districts may contract for services for a part-time coordinator for district-based adult education classes.



## COLLEGE AND CAREER FAIR CO-SER 523

High school juniors and their families meet with college representatives from across the nation to explore postsecondary options. High school 10th and 11th graders also attend the fair to meet with college, business and industry representatives to learn about a wide variety of careers.

## SPECIAL EDUCATION

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Special Education programs are housed in BOCES' three school buildings as well as in various school districts.



### THE WALDEN SCHOOL

Located on the PNW BOCES main campus in Yorktown, Walden students attend one of four programs.

#### COLLABORATIVE LANGUAGE ACADEMIC AND SOCIAL SKILLS (CLASS) CO-SER 204

MICHAEL SOWUL, MSOWUL@PNWBOCES.ORG (914) 248-2272

CLASS is a program for students with autism and other pervasive developmental disorders. CLASS (Collaborative Language Academic and Social Skills) offers intensive and individualized instruction and related services to students ages five through 21. Each class has a certified special education teacher and a teaching assistant or teacher's aide with a speech language therapist providing services in the classroom for half of each school day.

#### INTENSIVE THERAPEUTIC SUPPORT PROGRAM (ITSP) CO-SER 402 ELEMENTARY

MICHAEL SOWUL, MSOWUL@PNWBOCES.ORG (914) 248-2272

ITSP - Elementary provides temporary, intensive therapeutic support for students in grades K-6 who are not able to attend their own school or who are transitioning in or out of a psychiatric setting. Elementary grade students attend school at Walden.

#### THE LEARNING CENTER AT WALDEN CO-SER 212

MICHAEL SOWUL, MSOWUL@PNWBOCES.ORG (914) 248-2272

The Learning Center offers instruction in academics and positive behaviors as well as related services for students with social, emotional and behavioral difficulties. This program is available to elementary students in an 8:1:1 (student: teacher: teaching assistant or aide) educational model with clinical support provided for all students. Social skills development, including skills specific to emotional and behavioral regulation, are integral and woven into the daily program. Individual and group counseling are included as part of the program.



PERFORMING ARTS AT WALDEN



THE SENSORY ROOM AT WALDEN



CODING LESSON AT WALDEN

#### TRANSITIONS AT WALDEN CO-SER 204

CSILLA MATE, CMATE@PNWBOCES.ORG (914) 248-2252

Transitions at Walden is an 8:1:1 program designed for secondary students ages 16 to 21 with multiple disabilities and/or developmental delays to provide experiences that will best prepare them for the transition from school into the adult world. The program emphasizes skills in the following strands: community, job training/volunteer work, life skills and activities of daily living. Students participate in the Practical Assessment Exploration System (PAES) curriculum in our vocational center that is housed in the Apartment for Life Skills on the main PNW BOCES campus.





PINES BRIDGE SCHOOL



## THE PINES BRIDGE SCHOOL

Located on the PNW BOCES main campus in Yorktown, the Pines Bridge School provides a variety of learning environments for students ages five to 21 with multiple disabilities.

### TRANSITIONS AT PINES BRIDGE CO-SER 215

CSILLA MATE, CMATE@PNWBOCES.ORG (914) 248-2252

Transitions at Pines Bridge is a 12:1:4 program and is designed for secondary students ages 16 to 21 with multiple disabilities and/or developmental delays to provide experiences that will best prepare them for the transition from school into the adult world. The program emphasizes skills in the following areas: community, job training/volunteer work, both in the community and within our PAES (Practical Assessment Exploration System) Lab, life skills and activities of daily living, with the incorporation of the Apartment for Life Skills.

## THE PINES BRIDGE PROGRAM CO-SER 215

CSILLA MATE, CMATE@PNWBOCES.ORG (914) 248-2252

The Pines Bridge Program has an intensive staff to student ratio (12:1:4 student: teacher: teaching assistant or aide) that allows for a wide variety of learning environments including specialized programs emphasizing communications and mobility. Pines Bridge is the only public school in New York State to offer many of its students aquatic therapy in two state-of-the-art HydroWorx therapy pools.

## PINES BRIDGE SCHOOL AT SUNSHINE CO-SER 216

CSILLA MATE, CMATE@PNWBOCES.ORG (914) 248-2252

Pines Bridge at Sunshine is a satellite school for students ages 5 to 21 with multiple disabilities who are too medically fragile to travel to the Pines Bridge School on the PNW BOCES campus. Sunshine students are provided with a specialized program in a nursing home setting at the Sunshine Children's Home and Rehab Center in Ossining.



CARPENTRY AT FOX MEADOW HIGH SCHOOL

### THE FOX MEADOW MIDDLE SCHOOL AND HIGH SCHOOL

Located on BOCES' Fox Meadow campus off Route 132 in Yorktown Heights.

### FOX MEADOW LEARNING CENTER PROGRAM CO-SER 212

DR. NICOLE GINEXI, [NGINEXI@PNWBOCES.ORG](mailto:NGINEXI@PNWBOCES.ORG) (914) 248-3640

This program offers instruction in academics and positive behaviors as well as related services for students with social, emotional and behavioral disabilities. This Learning Center Program is available to middle school and high school students in an 8:1:1 (student: teacher: teaching assistant or aide) educational model with clinical support provided for all students. Social skills development, including skills specific to emotional and behavioral regulation, are integral and woven into the daily schedule. Individual and group counseling are included as part of the program. Students also have the opportunity to participate in our Tech Center vocational programs.

### BACK ON TRACK CO-SER 402

DR. NICOLE GINEXI, [NGINEXI@PNWBOCES.ORG](mailto:NGINEXI@PNWBOCES.ORG) (914) 248-3640

Back on Track is for students in grades 7-12 who have been suspended from school, either long term, or short term. Students receive instruction from certified teachers and attend one of two daily sessions on the Fox Meadow Campus. A student assistance counselor is on staff to provide students with counseling, behavioral supports and goal setting.

### INTENSIVE THERAPEUTIC SUPPORT PROGRAM (ITSP) CO-SER 402 SECONDARY

DR. NICOLE GINEXI, [NGINEXI@PNWBOCES.ORG](mailto:NGINEXI@PNWBOCES.ORG) (914) 248-3640

ITSP - Secondary provides temporary, intensive therapeutic support for students in grades 7-12 who are not able to attend their home school or who are transitioning in or out of a psychiatric setting. The focus of the program is to assist students in developing a plan to successfully transition to their next educational setting. Secondary students attend the ITSP program on the Fox Meadow campus.

### THE REGIONAL ALTERNATIVE HIGH SCHOOL (RAHS) CO-SER 430

DR. NICOLE GINEXI, [NGINEXI@PNWBOCES.ORG](mailto:NGINEXI@PNWBOCES.ORG) (914) 248-3640

RAHS is an alternative education program for general education students who need the support of an alternate high school setting and have been recommended by a high school counselor. It provides a structured, supportive environment and individualized instruction to help students fulfill the academic requirements for graduation. Students in this program have the opportunity to participate in our Tech Center vocational programs as well.





ZACHARY MALOTA

## PROFILE IN SUCCESS

*The Pines Bridge School is going to be very different next year when Zachary Malota, one of its long-standing students and a favorite among staff and students, graduates from the Transitions program. The Irvington resident has been at BOCES since he was 10 years old and will be moving to a day program now that he is turning 21.*

*"I'm really going to miss him. We all are," says his teacher Laurie Slackman, who has worked with him for much of that time. "He loves to make everyone laugh; he's the class clown. It'll be too quiet!"*

*Slackman says Zachary has made huge strides in his time at BOCES, particularly in the past two years. Early in his last year at BOCES he learned to say a few words, like "Hi." And in the past two years he mastered an iPad software program called LAMP, which has opened up a world of communication to him. It enables him to tell a visitor such things as how he feels and which foods are his favorites (salad with chicken). "He knows the software better than the teachers," says Slackman as Zachary easily navigates the computer.*

*"He understands everything," says Zachary's dad, Jerry, who is thrilled with the progress his son has made in his time at BOCES. Before he was in the Pines Bridge Transitions program, which is located in the adjacent Walden School, Zachary attended the Pines Bridge School.*

*"We've loved it," Jerry Malota says, acknowledging that his son had behavior issues early on. "The school went above and beyond our hopes and expectations. Everyone, the teachers and the aides, couldn't have done a better job than they did. We are very grateful for all the work they have done," he says.*

*Transitions, designed for secondary students aged 16-21, provides experiences that will best prepare students for the transition from school into the adult world. The program emphasizes skills in community, job training/volunteer work, life skills and activities of daily living, incorporating the campus's Apartment for Life Skills.*

*The Apartment for Life Skills is one of Zachary's favorite places to visit because he can show off his cooking skills (he loves to make tacos and sloppy Joes). Slackman says he also loves the class's weekly visits to BJ's and can recognize the BJ's logo on the class schedule. "They'll miss him at BJ's, too," she says, where one employee routinely saves samples for Zachary.*

*"He's become a wonderful young adult," says his dad. "This next move is going to be a good transition for him."*

## LOCAL SCHOOL BUILDING PROGRAMS

Several BOCES programs are housed in school districts throughout the region.

### COLLABORATIVE LANGUAGE ACADEMIC AND SOCIAL SKILLS (CLASS) AND THE LEARNING CENTER (LC) CO-SER 211

DR. MELISSA CAFARO, MCAFARO@PNWBOCES.ORG (914) 248-3880

Local School Building programs are designed for students who require a small structured setting, but are able to participate in a general education environment with support for selected activities and/or academic classes. The student: teacher: teaching assistant or aide ratio is 12:1:1. These classes are located in local school buildings throughout our region. During the 2019-2020 school year, classes will be located in the Somers, Lakeland, Mahopac, and other component school districts.



### FALLS ACADEMY AT MAHOPAC FALLS CO-SER 211

DR. MELISSA CAFARO, MCAFARO@PNWBOCES.ORG (914) 248-3880

Falls Academy is a collaboration with the Mahopac Central School District. This is a unique academy-based program for both general- and special-education students in grades 6 through 8 who are academically proficient but have social and/or emotional challenges, including anxiety, school avoidance, depression and/or social isolation, which impact their ability to fully access the curriculum and/or attend school. The program combines a predictable, skills-focused therapeutic learning environment with an academically rigorous curriculum, so that students are able to acquire the skills necessary for both academic and social/emotional success.

### OASIS AT WALTER PANAS HIGH SCHOOL

DR. MELISSA CAFARO, MCAFARO@PNWBOCES.ORG (914) 248-3880

OASIS is a collaborative program with the Lakeland Central School District. It supports both general education and special education students who are academically proficient but struggle to be successful due to delays in acquiring the social, emotional and coping skills necessary to fully participate in a mainstream high school program. This program offers a supported Regents curriculum in conjunction with therapeutic social and emotional support. In addition, a skills curriculum is provided to develop organizational and study skills. All students in the program receive weekly counseling services, both individually and in a group setting, and social skills instruction is infused into the curriculum. Students in this program also have the opportunity to participate in our Tech Center vocational programs. We anticipate opening a second OASIS site during the 2019-2020 school year.



LOCAL SCHOOL BUILDING PROGRAM

## RELATED AND SHARED SUPPORT SERVICES

### HEARING IMPAIRED CO-SER 302

LISA HAMMEL, LHAMMEL@PNWBOCES.ORG (914) 248-3680

The Teacher of the Hearing Impaired provides special instruction, accommodation, modification, consultation, and/or support for students with a hearing impairment who are enrolled in a regular school program or a BOCES program.

### INDIVIDUAL OR GROUP COUNSELING CO-SER 314

LISA HAMMEL, LHAMMEL@PNWBOCES.ORG (914) 248-3680

Individual or group counseling services are provided by school psychologists and social workers to help students to more fully benefit from their educational program.

### OCCUPATIONAL THERAPY CO-SER 313

ALFRED SANTOLI, ASANTOLI@PNWBOCES.ORG (914) 248-3643

Occupational therapy services are provided to ensure that special education students can benefit from their educational program by enhancing their visual perception, sensory processing, fine motor skills, and/or activities of daily living. These services are provided by a licensed occupational therapist.

### PHYSICAL THERAPY CO-SER 312

ALFRED SANTOLI, ASANTOLI@PNWBOCES.ORG (914) 248-3643

Physical therapy services are provided to ensure that special education students can safely participate in, and benefit from, the appropriate educational program by enhancing their gross motor strength, coordination and/or balance. These services are provided by a licensed physical therapist.

### REMEDIAL READING CO-SER 315

LISA HAMMEL, LHAMMEL@PNWBOCES.ORG (914) 248-3680

Reading specialists work intensively with identified students to provide specific strategies to identify their individual needs and enhance their reading/language arts skills.

### SPEECH AND LANGUAGE THERAPY CO-SER 307

ALFRED SANTOLI, ASANTOLI@PNWBOCES.ORG (914) 248-3643

Speech and Language Therapy is designed to assist students in special education programs who require speech and language intervention in order to benefit from their educational program. These services are provided by a certified speech and language therapist.

### VISUALLY IMPAIRED CO-SER 301

LISA HAMMEL, LHAMMEL@PNWBOCES.ORG (914) 248-3680

The Teacher of the Visually Impaired provides special instruction, accommodation, modification, consultation, and/or support for students with a visual impairment who are enrolled in a regular school program or a BOCES program.



THERAPY POOL



## GUIDANCE & CHILD STUDY CENTER

ANDREW J. ECKER, Ed.D., COORDINATOR  
aecker@pnwboces.org (914) 248-2352

DIXELIA LÓPEZ, PH.D., BILINGUAL EVALUATION SPECIALIST  
dlopez@pnwboces.org (914) 248-2386

Pathways to success for every student, with an unwavering focus on those who are the most vulnerable.



### ASSISTIVE TECHNOLOGY EVALUATIONS CO-SER 333

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

An assistive technology evaluation conducted by a specialist through a collaborative process to determine what technologies would improve a student's performance, participation and independence.

### AUDIOLOGICAL CONSULTATION CO-SER 333

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

An audiological assessment is conducted by a licensed and certified audiologist.

### AUGMENTATIVE AND ALTERNATIVE COMMUNICATION (AAC) EVALUATIONS CO-SER 333

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

A comprehensive evaluation to assist in determining what communication strategies, language systems or devices will assist a student's learning and communication.

### EDUCATIONAL EVALUATION CO-SER 333

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

A comprehensive evaluation of educational skills is provided for students in K-12.

### FEEDING EVALUATIONS CO-SER 333

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

A comprehensive evaluation to identify structural, physiological, sensory or behavioral-based oral/pharyngeal/esophageal deficits that may contribute to the student's inability to take adequate nutrition orally.

### MULTICULTURAL (BILINGUAL) EVALUATIONS CO-SER 333

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

Multicultural evaluations include educational, psychological, speech and/or language and/or sociocultural developmental histories, as well as school-based consultations.

### BEHAVIORAL CONSULTATION CO-SER 333

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

Consultation with school personnel is provided to develop strategies to address a range of behavioral concerns including those for students exhibiting challenging behaviors in a classroom environment. In addition, behavioral consultants who have credentials as Board Certified Behavior Analysts (BCBA) are available.

### NEUROLOGICAL CONSULTATION CO-SER 333

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

A neurological evaluation and/or consultation is provided to diagnose and/or assist in appropriate placement of students.

### NEUROPSYCHOLOGICAL CONSULTATION CO-SER 333

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

Comprehensive evaluations and/or consultations are available for preschool children, school-age children and adolescents with school-related difficulties.

### PSYCHIATRIC CONSULTATION CO-SER 333

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

An array of psychiatric evaluation and/or consultation services around a variety of student and classroom needs are available.

### PSYCHOLOGICAL EVALUATION CO-SER 333

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

A complete range of diagnostic tools will be used to trace a developmental history, identify areas of primary and secondary learning difficulty, assess cognitive and social/emotional/behavioral status and specify the impact on student functioning.

### SOCIAL HISTORY CO-SER 333

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

Social histories for initial referrals or re-evaluation purposes are prepared individually or as part of a more comprehensive assessment. Bilingual social histories can also be arranged as requested.

### SPEECH AND/OR LANGUAGE EVALUATION CO-SER 333

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

An evaluation of speech and/or language skills is provided for students in K-12

## SHARED SERVICES

### PUPIL SERVICES COORDINATION CO-SER 334

ANDREW J. ECKER, AECKER@PNWBOCES.ORG (914) 248-2352

Coordination/supervision supports district activity by providing professional assistance, advice, supervision, or leadership.

### SHARED ENGLISH AS A NEW LANGUAGE TEACHER CO-SER 333

ANDREW J. ECKER, AECKER@PNWBOCES.ORG (914) 248-2352

A certified ENL teacher will provide testing (Home-Based Questionnaire, NYSITEL and NYSESLAT) and ENL services.

### SHARED SCHOOL PSYCHOLOGIST CO-SER 333

ANDREW J. ECKER, AECKER@PNWBOCES.ORG (914) 248-2352

A certified school psychologist will provide testing, diagnostic and/or counseling services.

### SHARED SCHOOL SOCIAL WORKER CO-SER 333

ANDREW J. ECKER, AECKER@PNWBOCES.ORG (914) 248-2352

A school social worker will provide counseling and/or consulting services to students, parents and staff as well as other services as requested.

### TRANSITION COORDINATION SERVICES CO-SER 333

ANDREW J. ECKER, AECKER@PNWBOCES.ORG (914) 248-2352

Our guidance department will work with district teams to provide support in developing plans for post-secondary education, vocational training, competitive employment, the college planning process, career planning process, ACCES-VR application process, as well as guardianship and the Medicaid waiver process.

### PROFESSIONAL DEVELOPMENT AND STUDENT CONFERENCE SERVICES ASSESSMENT INSTRUMENT TRAINING CO-SER 333

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

Training for pupil services personnel is provided in administration, scoring and interpretation of a variety of assessment tools.

### DIVERSITY AND CULTURAL PROFICIENCY CO-SER 512

ANDREW J. ECKER, AECKER@PNWBOCES.ORG (914) 248-2352

Through interactive exercises and group discussions, diversity awareness and conflict resolution workshops, students learn positive and productive ways of interacting with others and resolving issues that accommodate the diverse nature of a multicultural environment.



ADAM VANDERSTUYF

## PROFILE IN SUCCESS

*North Salem's Director for Pupil Personnel Services Adam VanDerStuyf says he has utilized PNW BOCES' Guidance & Child Study Center extensively since joining the school district four years ago. He was well positioned to do so as he'd helped to create many of its programs!*

*Before joining North Salem VanDerStuyf spent 13 years at BOCES, starting out as a teacher at The Walden School, becoming a building administrator and then Director of Special Education and Guidance.*

*"Sometimes people don't know the extent of services that BOCES offers and I think that's one of the things that helped me make the transition to North Salem," he says.*

*With mental health support in school districts continuing to be a challenge, VanDerStuyf says that BOCES has been particularly valuable. "Knowing that BOCES' mental health resources have been vetted is very reassuring. It's turnkey and makes it easier for districts to keep their faculty current," he says.*

*North Salem staff have participated in several training programs offered by the BOCES' Guidance & Child Study Center, most recently, Suicide Safety, Dialectical Behavior Training (DBT), Steps A, and Therapeutic Crisis Intervention for Schools (TCIS).*

*Taking advantage of BOCES' offerings of "train the trainer" programs, North Salem has recently sent teachers for training at BOCES in suicide safety and therapeutic crisis intervention. "Having our own teachers trained makes it easier for us to get all our faculty trained on our own schedule."*

*VanDerStuyf says BOCES really lives up to its "We Can Do That" mantra. "BOCES has never said 'no' to my requests," he says. "I'm constantly amazed. There have been several times when I've called BOCES to ask for something and thought that this would be the time when they couldn't help, but they always came up with some resources."*

*A case in point: When working with students contemplating gender identity. "We wanted to be in a position to support the student, the parents and the school, so I reached out to BOCES," he says. "Within a week we were on a conference call with a consultant from NYU and designing professional development for the faculty."*

*He says he considers BOCES to be the hub of shared resources for guidance. "As school district administrators we might think that our situation is unique but BOCES does a great job of making connections. I've been in many meetings when we think 'What do we do next?' and the answer is "Call BOCES!"*



### **PROFESSIONAL DEVELOPMENT FOR PUPIL PERSONNEL SERVICES CO-SER 512**

ANDREW J. ECKER, AECKER@PNWBOCES.ORG (914) 248-2352

Training for administrators, educators, school social workers, school counselors, psychologists and other helping professionals in social emotional wellness and special-education-related areas.

## **REGIONAL FORUMS**

### **ACTION COLLABORATIVE NETWORK (ACTING CONSCIENTIOUSLY TO IGNITE OPPORTUNITY NOW) CO-SER 512**

ANDREW J. ECKER, AECKER@PNWBOCES.ORG (914) 248-2352

ACTION is a collaborative network of regional school districts committed to learning and working together to accelerate their adoption of gap-closing policies and practices and support the extraordinary performance of all students. ACTION seeks to develop collaborative relationships with regional, state and national partners and provides a forum for inter-district collaborations and shared learning.

### **REGIONAL CRISIS TEAM & ADMINISTRATORS REGIONAL CRISIS TEAM CO-SER 333**

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2310

The crisis teams are available upon request to provide guidance, support and assistance to component school districts in the aftermath of a serious school crisis. Additionally, members receive crisis intervention training as well as share best practices and resources.

### **REGIONAL DIRECTORS OF GUIDANCE FORUM CO-SER 333**

ANDREW J. ECKER, AECKER@PNWBOCES.ORG (914) 248-2352

Directors and leaders in school counseling meet regularly throughout the year to network and address professional needs and interests.

### **REGIONAL ENGLISH AS A NEW LANGUAGE PROFESSIONALS FORUM CO-SER 333**

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

ENL professionals meet regularly throughout the year to network and address professional needs and interests.

### **REGIONAL SCHOOL COUNSELOR FORUM CO-SER 333**

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

School counselors meet regularly throughout the year to network and address professional needs and interests.

### **REGIONAL SCHOOL PSYCHOLOGISTS FORUM CO-SER 333**

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

School psychologists meet regularly throughout the year to network and address professional needs and interests.

### **REGIONAL SCHOOL SOCIAL WORKERS FORUM CO-SER 333**

DIXELIA LÓPEZ, DLOPEZ@PNWBOCES.ORG (914) 248-2386

School social workers in the region meet regularly throughout the year to network and address professional needs and interests.

## **ADDITIONAL SERVICES**

### **DOCUMENT TRANSLATION CO-SER 333**

ANDREW J. ECKER, AECKER@PNWBOCES.ORG (914) 248-2352

PNW BOCES translates general, educational, legal, medical, financial and literary documents in the following languages: Albanian, Arabic, French, Malay, Polish, Russian and Spanish. Translations into additional languages are available upon request.

### **INTERPRETER SERVICES CO-SER 333**

ANDREW J. ECKER, AECKER@PNWBOCES.ORG (914) 248-2352

PNW BOCES offers a range of interpreting services to meet the needs of our school districts. Currently we have the capacity to provide interpretation services for most world languages.

### **REGIONAL INTERNSHIP PROGRAM CO-SER 608**

LORETTA BUTLER, LBUTLER@PNWBOCES.ORG

The internship program is a regionally based model, which deepens the preparation of pre-service teachers while providing additional coverage for public school districts. This mutually beneficial program is based upon reciprocal needs: the need for better training for pre-service teachers in preparing them for the complexities of teaching as well as the need of local school districts to find qualified teachers.



GUIDANCE & CHILD STUDY CENTER

## CURRICULUM & INSTRUCTION

MARLA GARDNER, Ed.D., DIRECTOR  
mgardner@pnwboces.org (914) 248-2332

FRED ENDE, ASSISTANT DIRECTOR  
fende@pnwboces.org (914) 248-2333

Exceptional staff development, innovative curriculum services, and exemplary student programs provide outstanding educational resources for students and staff.

### CURRICULUM CENTER CO-SER 504

MARLA GARDNER, MGARDNER@PNWBOCES.ORG (914) 248-2332  
FRED ENDE FENDE@PNWBOCES.ORG (914) 248-2333

The Curriculum Center works closely with districts to provide quality curriculum development, staff development, strategic planning and support for school improvement. It also acts as a clearinghouse to communicate information about district and regional curriculum and instructional initiatives, promotes sharing and networking among Curriculum Council members, and coordinates partnerships with districts, other BOCES, universities, and leading service providers. In addition, the Center assists districts in obtaining information about current issues and new practices in curriculum and instruction and in their exploration of new programs. The Center also acts as a liaison with the State Education Department to provide districts with the latest information regarding curriculum, instruction, assessment, and other initiatives. Programs offered support quality instruction through workshops, collegial circles, clinics, leadership institutes, and curriculum development projects. Programs are developed by the Curriculum Center in response to the needs identified by Curriculum Council districts.

### ON-SITE STAFF DEVELOPMENT CO-SER 504

FRED ENDE, FENDE@PNWBOCES.ORG (914) 248-2333

Curriculum Center consultants work with individual schools and districts to provide on-site staff development. Consultation areas include curriculum development, standards alignment, APPR implementation, school-based inquiry, leadership support, social emotional learning, content area support, and literacy. The service includes keynote addresses for conferences and workshops with teachers and administrators in quarter-day, half-day, full-day, after-school, and multi-day formats.



LITERACY PROFESSIONAL DEVELOPMENT

### LITERACY PROFESSIONAL DEVELOPMENT CO-SER 504

JACKIE LEVINE, JLEVINE@PNWBOCES.ORG (914) 248-2343

Literacy is an essential part of learning for all students, and a comprehensive set of regional and onsite services are available to support districts. These offerings include a focus on the Reading and Writing Workshop model, balanced literacy, grammar and vocabulary, and meeting the needs of all students as readers and writers with an emphasis on dyslexia, through partnerships with literacy leaders such as Teachers College, Fountas and Pinnell, Wilson Professional Learning, The Writing Revolution, Lindamood-Bell, The Rose Institute and Generation Ready. The Curriculum Center will continue to lead our schools in helping students be ever-more effective readers and writers.



### INTEGRATED SOCIAL STUDIES/ENGLISH LANGUAGE ARTS CURRICULUM CO-SER 504

GREG BROWN, GBROWN@PNWBOCES.ORG (914) 248-2382  
APRIL FRANCIS, AFRANCIS@PNWBOCES.ORG (914) 248-2359

This is an innovative, web-based, integrated elementary social studies and English Language Arts curriculum development project. The content of the grades K-8 curriculum is based on the New Framework for Social Studies and Next Generation ELA standards and uses an Understanding by Design (UbD) template that includes targeted understandings, essential questions, evidence, knowledge and skills needed, as well as teaching and learning experiences. The curriculum supports a balanced literacy classroom and includes technology, literature, writing, student assessments and video streaming. Staff development workshops and online training support are also provided.



ONLINE COURSES FOR THE 21ST CENTURY



**SCIENCE 21 CURRICULUM AND TRAINING  
CO-SER 542**

DAVID JACOB, DJACOB@PNWBOCES.ORG (914) 248-2336  
HARRY ROSVALLY, HROSVALLY@PNWBOCES.ORG (914) 248-2246

SCIENCE 21 is an inquiry-based K-6 elementary science service that provides curriculum and assessment development along with relevant and diversified training in national and state science standards, concepts and skills. SCIENCE 21 aligns standards and integrates curriculum with other subjects including technology. In addition to regional SCIENCE 21 workshops, on-site consultation can be provided to assist districts with local implementation and related instructional strategies in science.

**SCIENCE 21 INSTRUCTIONAL MATERIALS  
CO-SER 522**

DAVID JACOB, DJACOB@PNWBOCES.ORG (914) 248-2336  
HARRY ROSRALLY, HROSRALLY@PNWBOCES.ORG (914) 248-2246

Hands-on kits that support the SCIENCE 21 curriculum, assessment and training program.

**HUDSON RIVER TEACHER CENTER (HRTC)  
CO-SER 512**

JACKIE LEVINE, JLEVINE@PNWBOCES.ORG (914) 248-2343

The Hudson River Teacher Center is directed by a policy board of teachers and administrators from member districts, which include Briarcliff Manor, Croton-Harmon, Hendrick Hudson, Lakeland, Peekskill, and PNW BOCES. The Center provides a comprehensive set of services for all educators, support staff and paraprofessionals. Staff development opportunities designed to promote student achievement are provided through a variety of formats, including workshops, graduate courses, study groups and in-district trainings.

**EXECUTIVE COACHING  
CO-SER 504**

MARLA GARDNER, MGARDNER@PNWBOCES.ORG (914) 248-2332  
JOAN THOMPSON, JOTHOMPSON@PNWBOCES.ORG (914) 248-3864

The Executive Coaching Service, coordinated by the Center for Educational Leadership and the Curriculum Center, utilizes exemplary educational leaders trained in the coaching process to work with school administrators seeking growth in their professional lives.

**STUDENT PROGRAMS AND SERVICES****ARTS IN EDUCATION  
CO-SER 477**

STACY CHRYSIKOS, SCHRYSSIKOS@PNWBOCES.ORG (914) 248-2349

This is a comprehensive support service to assist in the planning, scheduling, booking, and evaluating of a full range of arts-related consultant services, including performances, artists-in-the-schools, and arts-related field trips. Staff development in the arts is also part of the service.

**AUGUST REGENTS ADMINISTRATION  
CO-SER 504**

ROSEMARIE MIRAGLIA, RMIRAGLIA@PNWBOCES.ORG (914) 248-2340

This service provides regional coordination for August Regents administration.

**ONLINE COURSES FOR THE 21ST CENTURY (OC 21)  
CO-SER 504**

GREG BROWN, GBROWN@PNWBOCES.ORG (914) 248-2382  
APRIL FRANCIS, AFRANCIS@PNWBOCES.ORG (914) 248-2359

This cutting-edge project provides blended online elective high school courses aligned to the International Society for Technology in Education (ISTE) standards and 21st century skills. Participating students engage with peers across the region in a dynamic learning experience taught by the outstanding teachers from the consortium.

**MANDARIN LANGUAGE  
CO-SER 352**

DR. LYNN ALLEN, LALLEN@PNWBOCES.ORG (914)248-2310

As the world's second largest economy, China can be expected to affect our students' lives, in ways small and large, for decades to come. For that reason, we are offering interested districts assistance in establishing dual language programs in Chinese and English for elementary students. Dual language programs that begin early capitalize on the natural facility that very young children have with language. Studies suggest children learning an additional language tend to score better on standardized tests because language develops listening, observation, problem-solving and critical thinking skills. BOCES will provide classroom teachers with instructional assistance to deliver academic content in Chinese.



CENTER FOR ENVIRONMENTAL EDUCATION

### THE CENTER FOR ENVIRONMENTAL EDUCATION (CEE) CO-SER 406



DANIEL NOVAK, DNOVAK@PNWBOCES.ORG (914) 248-2335

The Center for Environmental Education (CEE) has been a leader in providing high quality programs and curriculum support along with outstanding resources and expertise to schools throughout the Hudson Valley for more than 40 years. CEE programs integrate sustainability concepts and support the new science standards.

CEE offers more than 65 hands-on, inquiry-based K-12 programs designed for classrooms or outdoors, either at schools or local parks. Special team-building programs are available for individual classes, grade-level teams, sports teams, and clubs to build relationships, community, and support the Dignity Act. Team-building programs can take place at schools or on the challenge courses or on the PNW BOCES Yorktown campus. In addition, special programs address sustainability education and environmental/social studies connections at the middle level. Other unique programs include Monster Storms and Climate Change, Fearsome Predators, Talons: A Bird of Prey Experience, and Earth Portable Classroom.

### YOUNG AUTHORS CONFERENCE CO-SER 506

FRED ENDE, FENDE@PNWBOCES.ORG (914) 248-2333

A full-day conference for high school students who demonstrate interest and achievement in writing, the Young Authors Conference features a number of speakers and a series of workshops led by authors, journalists, poets, playwrights, publishers, and editors. A special Young Authors Master Class is also available for select participants, where students are given the opportunity to share their writing and receive feedback from professional editors.



### LIBRARY RESOURCES PROFESSIONAL LIBRARY SERVICE CO-SER 516

JOSEPH MANNOZZI, JMANNOWZI@PNWBOCES.ORG (914) 248-2392

The Professional Library and Information Service provides faculty and administrators of participating districts with a plethora of services. Teachers and administrators from member districts receive personalized research and reference services provided by BOCES staff. Members can request searches for articles, books, and other resources by phone or email, or visit the library for assistance. A special collection of resources to support professional development, curriculum, and instruction is available to member districts, including books (print and digital), periodicals, DVDs, subscription databases, and other online resources. Many resources can be accessed online, and those that cannot may be reserved by phone or email. Relevant and meaningful professional development workshops on technology, research, and resources are available for administrators, teachers, library media specialists, and other staff members at a reduced rate. School library program advisory training and technical assistance are available for special projects, improvement of collections, and technology integration. A Regional Grades 3-8 Nonfiction eBook Collection, which is accessible 24/7/365 by multiple simultaneous users, is included with base participation. A unique proxy database portal page for each component school is also included with base participation. Consortium purchasing of online and library resources such as subscription databases, video streaming, and e-books is coordinated through the Professional Library CO-SER. On-site professional development for faculty is available.

### DATABASES AND E-BOOKS CO-SER 516

JOSEPH MANNOZZI, JMANNOWZI@PNWBOCES.ORG (914) 248-2392

Online database subscriptions, e-books, and library resources that keep school libraries open 24/7/365. A variety of resources are available for all grade levels and curriculum areas. Consortia discounts save districts an average of 10 percent on these products.





RODNEY ARTHUR

## PROFILE IN SUCCESS

For his Peekskill High School students, Principal Rodney Arthur says the PNW BOCES OC21 program is more than an opportunity to explore an out-of-the-usual interest as part of their regular school schedule. "It's also an opportunity for them to learn about themselves as learners: to understand their strengths and weaknesses," he says.

Created by the Curriculum Center at PNW BOCES in collaboration with teachers from participating school districts, Online Courses for the 21st Century offers high school electives aligned to the International Society for Technology in Education standards and 21st century skills. Taught by curated teachers from the region, the classes attract students from multiple high schools who participate remotely online, getting together as a physical class twice a year.

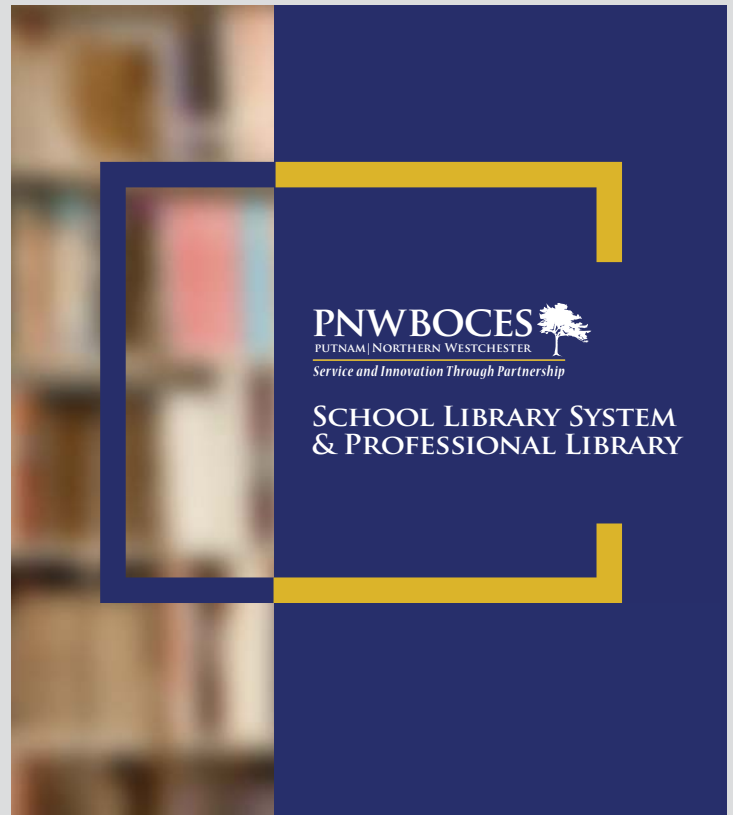
OC21 offerings may vary from year to year: in 2018-19 students could choose from 10 electives: *Adventures in Programming; Architecture Across the Centuries; Beyond Mindfulness; Brain Games; The Psychology of How to Focus, Remember and Communicate Effectively with the Teenage Brain; Fake News and Other Hot Topics; Foundations of Engineering and Contemporary Construction Technology; Introduction to Anthropology; Sports Management, Media Marketing and Analysis; You Are What You Eat: The Truth Behind Your Food; and Zero to Sixty: Writing Your First Novel.*

"The beauty behind it is the broad range of offerings. OC21 provides me with the opportunity to give kids course offerings that I cannot offer here in Peekskill," Mr. Arthur says.

The high school principal says that OC21 gives students the opportunity to explore an interest before they go to college, and it's also a great college prep. While the course content is obviously valuable, he says his students benefit far beyond that. "Because this blended learning is very different from working in a regular class, the students learn some very important skills, like time management, that help them in college and beyond."

Peekskill typically has about 20 students participating in the program, and Mr. Arthur says class participants are very engaged. Peekskill students in grades 10 through 12 are eligible to apply for an OC21 elective, and consideration is given to ninth graders who show an interest and are able to manage the class. "A strong interest is the most compelling qualifier," Mr. Arthur explains.

Especially popular is the engineering option, he says, which has given several Peekskill students the remarkable opportunity to secure a five-week internship with Turner Construction, an international construction services company. "This is a very big deal for our students," Mr. Arthur explains. "It would be for any student!"



## LIBRARY AUTOMATION CO-SER 520

JOSEPH MANNOZZI, JMANNZZI@PNWBOCES.ORG (914) 248-2392

Computerized library management systems are available, allowing students and faculty to effectively use the resources of the school library media center. Library automation includes data conversion of shelf list cards into electronic bibliographic records and the development of an online catalog and circulation system, which are available to patrons both on-site and remotely 24/7/365. On-site training provides improved technical services and maintenance of the library collections.

## LIBRARY MEDIA AND RESOURCE PROFESSIONAL DEVELOPMENT CO-SER 516

JOSEPH MANNOZZI, JMANNZZI@PNWBOCES.ORG (914) 248-2392

Workshops and conferences on technology, research, and resources are available for administrators, teachers, and library media specialists at a reduced rate. On-site professional development and training are also available.

## VIDEO STREAMING / VIDEO ON DEMAND CO-SER 516

JOSEPH MANNOZZI, JMANNZZI@PNWBOCES.ORG (914) 248-2392

Teachers can download or stream more than 170,000 content-specific segments from full-length videos that support classroom content. Class management and assignment features allow teachers to select content for students to view and monitor their progress.

## MANAGEMENT SERVICES

JAMES M. RYAN, Ed.D.  
jryan@pnwboces.org (914) 248-2302

LYNN ALLEN, Ed.D.  
lallen@pnwboces.org (914) 248-2310

JOHN MCCARTHY  
jmccarthy@pnwboces.org (914) 248-2304

Shared services such as the Center for Educational Leadership, Human Resources Services, School Communications, Cooperative Bidding, and Safety and Risk Management enable districts to cost effectively participate in exceptional programs and services.

### MANAGEMENT SERVICES COORDINATION OF REGIONAL SERVICES

JAMES M. RYAN, JRYAN@PNWBOCES.ORG (914) 248-2302  
LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2310  
JOHN MCCARTHY, JMCCARTHY@PNWBOCES.ORG (914) 248-2304

On request, the District Superintendent and/or his designees will consult with local boards and Chief School Administrators on such issues as planning, board-administrator relationships, district mergers, adjustment of school boundaries and issues related to the establishment of programs for students with disabilities.

### COORDINATION/INTERCESSION WITH STATE EDUCATION DEPARTMENT (SED)

JAMES M. RYAN, JRYAN@PNWBOCES.ORG (914) 248-2302  
LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2310  
JOHN MCCARTHY, JMCCARTHY@PNWBOCES.ORG (914) 248-2304

The District Superintendent will assist local districts in clarifying matters of law and regulations and in facilitating better communication between New York State Education Department and component districts.

### MANAGEMENT COORDINATION

JAMES M. RYAN, JRYAN@PNWBOCES.ORG (914) 248-2302  
LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2310  
JOHN MCCARTHY, JMCCARTHY@PNWBOCES.ORG (914) 248-2304

The Chief School Administrators Association meets monthly, with working committees meeting more frequently. BOCES provides support services such as coordinating, agenda building, researching, arranging management conferences and retreats and other tasks designed to assist superintendents in their regional leadership work.

### RECRUITMENT SERVICE

JAMES M. RYAN, JRYAN@PNWBOCES.ORG (914) 248-2302  
LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2310  
JOHN MCCARTHY, JMCCARTHY@PNWBOCES.ORG (914) 248-2304

The District Superintendent and his designees may assist local school districts in recruitment and selection of chief school administrators.

### SCHOOL BUSINESS ADMINISTRATORS ASSOCIATION

TODD CURRIE, TCURRIE@PNWBOCES.ORG (914) 248-2320

Monthly meetings are scheduled with an agenda of topics crucial to the application of school business management. BOCES staff provides the necessary coordination and communication to assist business officials in their roles. Regional meetings are also held during the year with districts in southern Westchester and Rockland counties.

### BUSINESS ADMINISTRATION

TODD CURRIE, TCURRIE@PNWBOCES.ORG (914) 248-2320

### COOPERATIVE BIDDING COORDINATION CO-SER 696

MELISSA KANSKY, MKANSKY@PNWBOCES.ORG (914) 248-2316

A cooperative bidding service will be offered to districts upon their request. Cooperative bids include bids for commodities as well as time and material bids. Bidding operations include commodity requests from districts, bid solicitation, bid analysis and final award. Districts submit a blanket resolution to participate in this CO-SER.

### EDUCATIONAL TECHNOLOGY

#### ITUTOR SERVICE (DISTANCE LEARNING) CO-SER 460

JENNIFER HARRITON-WILSON, JHWILSON@PNWBOCES.ORG (914) 248-2329

An online tutoring service conducted by New York State certified teachers.







- Booklets
- Bookmarks
- Brochures
- Custom Calendars
- Carbonless Forms
- District Handbooks
- Invitations
- Learning Modules
- Literary Materials
- Magazines
- Newsletters
- Notepads
- Playbills
- Posters
- Postcards
- Programs
- Signs & Banners
- Student Records

**EDUCATIONAL PRINTING SERVICES**

**MANAGEMENT SERVICES**

**EDUCATIONAL PRINTING SERVICE  
CO-SER 517**

EPS@PNWBOCES.ORG  
 LORI BOFFI, LBOFFI@PNWBOCES.ORG  
 JACKIE ZENHAUSERN, JZENHAUSERN@PNWBOCES.ORG  
 (914) 248-2396  
 PATTI PFISTER, PPFISTER@PNWBOCES.ORG (914) 248-3698

This digital storefront online ordering system integrates the ordering and printing process electronically and emerges as finished offset quality publications whether in black and white or color.

The Educational Printing Service offers high quality laser printing; finishing options such as stitching, GBC punch, trimming, folding, creasing, thermal binding and perfect binding; tab insertion; variable paper size; and carbonless paper forms and student records.

Services include sign making, wide-format color copying on paper or vinyl and assistance in graphic design. Postal preparations are available to districts. Districts can submit their jobs and follow the production process through the user-friendly web-based site.

**LAMINATING  
CO-SER 515**

EPS@PNWBOCES.ORG  
 LORI BOFFI, LBOFFI@PNWBOCES.ORG  
 JACKIE ZENHAUSERN, JZENHAUSERN@PNWBOCES.ORG  
 (914) 248-2396  
 PATTI PFISTER, PPFISTER@PNWBOCES.ORG (914) 248-3698

Documents, posters, pictures and certificates can be laminated to any size up to 36 inches, with a quick turnaround time.

**LABOR NEGOTIATIONS  
CO-SER 602**

MIKE SKERRITT, MSKERRITT@PNWBOCES.ORG (914) 248-2306

Collects, analyzes and publishes on CD a compilation of regional data summarizing financial, salary and contract statistics for classified and certificated staff of more than 60 school districts in the lower Hudson region. Special surveys are also part of the service. Workshops are offered to participants and attorneys to discuss trends and concerns of recent negotiations and results of ratified contracts.

**MAIL DELIVERY SERVICE  
CO-SER 517**

EPS@PNWBOCES.ORG  
 LORI BOFFI, LBOFFI@PNWBOCES.ORG  
 JACKIE ZENHAUSERN, JZENHAUSERN@PNWBOCES.ORG  
 (914) 248-2396  
 PATTI PFISTER, PPFISTER@PNWBOCES.ORG(914) 248-3698

An annual delivery service is available for districts. This service provides pickup and delivery of materials processed by the Educational Printing Service as well as a wide variety of educational materials and general correspondence between PNW BOCES and participating districts.

**MANAGEMENT/INSURANCE COORDINATION  
CO-SER 699**

BHARAT MISTRY, BMISTRY@PNWBOCES.ORG (914) 248-3694

The Putnam | Northern Westchester Health Benefits Consortium provides coordination of a self-funded health insurance plan to participating districts. Representatives from participating districts meet regularly on a Governance Board and a Finance Committee to provide direction for the consortium.



CENTER FOR EDUCATIONAL LEADERSHIP

### PLANNING SERVICES, MANAGEMENT CO-SER 603

MONA KELLY, MKELLY@PNWBOCES.ORG (914) 248-2315

BOCES provides support to districts in planning, assessment of management functions, assessment of organizational structure, facilitation of goal-setting processes, human resources audits and other related functions.

### REGIONAL SAFETY SERVICES

#### REGIONAL SAFETY SERVICES CO-SER 698

FRANK GUGLIERI, FGUGLIERI@PNWBOCES.ORG (914) 248-2457

Districts are provided with customized emergency response training and safety programs to enhance their prevention, preparedness, response, and recovery capabilities. The department conducts health, safety and security inspections/investigations, assists with regulatory compliances, and provides a wide range of chemical-management services. Through our consultant services programs, the department is able to address a broad range of needs. These include services such as weather reporting and alerts, chemical waste management, safety speakers, fire inspections, air quality and other industrial hygiene programs, and private investigations.

**ADVANTAGE EMERGENCY DEVICES, INC.** provides school districts with periodic inspections and maintenance of AEDs along with audits/consultations of the equipment. They can also provide CPR, AED and First Aid training.

**ANONYMOUS ALERTS** is a patented anti-bullying app, which helps combat bullying and other negative activity in schools by empowering students to come forward to help themselves and other students. Anonymous Alerts is already in use by several participating school districts, helping improve student safety by eliminating or reducing issues such as bullying, cyberbullying, weapons and drugs on campus, mental health issues, and more. This app allows students, parents and community members to report issues.

**CPRed** provides CPR and First Aid Education to school districts throughout Westchester, Putnam and Dutchess counties. Classes for either American Heart Association Basic Life Support, American Health & Safety Institute or American Red Cross are taught to students, non-medical staff, nurses/healthcare professionals, and athletic coaches.

**FACILITIES INSPECTION SERVICES, LLC** specializes in fire inspections for school buildings in New York State. It is owned and operated by Edward Braddick, who has served in school facilities for 35 years.

**LOUIS BERGER U.S., INC.** provides expert consulting and engineering services to our districts. Experienced project managers and field staff are able to respond quickly, with the most up-to-date screening and sampling equipment available, and at the most reasonable prices. They perform industrial hygiene, indoor air quality, and safety services and move any environmental or health and safety project expeditiously through the due diligence, exposure assessment, and/or OSHA documentation process. Their services include Emergency/Comprehensive Air Quality Assessments; OSHA Compliance Sampling; LEED Oversight and Assistance; Risk Assessment & HVAC Design; Lead/Asbestos Air Monitoring; and Comprehensive Asbestos/Lead/PCB Inspections.

**MILLER ENVIRONMENTAL GROUP, INC.** offers a wide variety of services to our districts. They respond quickly and professionally to chemical spills and are used for their LabPack services. They offer restoration services, including fire or flood clean-up, smoke damage, and drying and mold remediation.

**OMNIWEATHER, LLC** provides our school districts with geographically customized weather information using the latest technology. OmniWeather sends text messages instantly about important weather changes or developments. Notifications are provided as needed, and service includes unlimited call-in phone access to the meteorologists. The winter storm advisory service helps make the right decisions at the right time when facing winter weather threats – all to protect and make the best use of school resources.





CENTER FOR EDUCATIONAL LEADERSHIP

**PLAYGROUND MEDIC** will perform inspections and audits on playground surfaces, equipment and design. They will then provide a detailed report with recommendations for an Action Plan. Routine inspections identify hazards, needed repairs, and preventative maintenance. They have been designing, inspecting and maintaining playgrounds for over 25 years. All inspectors are Certified Playground Safety Inspectors (CPSI).

#### **PRIVATE INVESTIGATION SERVICES**

*AF INVESTIGATIONS* provides districts with private investigation services. Illegal residency issues remain a problem for many school districts and are becoming increasingly costly and difficult to manage. In addition to providing strong evidence to remove ineligible students from the rolls, this service provides a broad range of investigative services to include employee misconduct (sexual, malingering, and theft of services and/or supplies) and surveillance of unlawful driving habits of school bus drivers.

*CORPORATE SCREENING AND INVESTIGATIVE GROUP, LLC* assists school districts with investigative, security and risk management consulting. The group is comprised of highly skilled investigators. They perform comprehensive background information analysis, digital forensics, and school district residency investigations.

**RAPID RESPONDER BY VENUETIZE, LLC** is the most widely deployed all-hazards school-crisis management system in the United States, protecting thousands of campuses across the country by securely storing critical information for use by campus personnel and first responders. The system features an easy-to-use navigation that rapidly displays campus-specific information in a layered hierarchy format. Whether a student brings a gun to school or there is a fire on campus, Rapid Responder displays everything from floor plans and emergency response plans to escape routes and student reunification with parents. This system is a secure web-based product that allows districts and emergency responders instant access to important specific building and district emergency information both on- and offline.

### **PROFESSIONAL DEVELOPMENT FOR ADMINISTRATORS CO-SER 512**

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309

The Center for Educational Leadership (CEL) provides school leaders at all levels with a comprehensive array of learning opportunities to give them the knowledge, perspective, skills and experiences needed to meet the challenges of public education today. CEL provides leadership institutes, seminars, professional development activities, executive coaching, training programs and services that are economical and flexible, utilizing national consultants as well as successful practitioners. All offerings are anchored in the current realities of school leadership.

### **COLLEGE AND UNIVERSITY PARTNERSHIP PROGRAMS CO-SER 512**

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309

CEL provides professional development and master's, doctoral and in-service programs for current and aspiring public school leaders. In order to provide the highest quality training opportunities, CEL is continuing successful collaborations and partnerships with Bank Street College of Education (Future School Leaders Academy – CO-SER 501); Cornell University (Managing Organizational Conflict Certificate Series); Harvard University (Certificate in Advanced Education Leadership); Manhattanville College (Doctoral Program in Educational Leadership and Executive Ed.D. programs); Pace University (School District Business Leader); Teachers College-Columbia University (Education Policy Fellowship Program); and Yale University (Yale Center for Emotional Intelligence Institute).



CENTER FOR EDUCATIONAL LEADERSHIP

**BANK STREET  
FUTURE SCHOOL LEADERS ACADEMY  
CO-SER 501**

LYNN ALLEN LALLEN@PNWBOCES.ORG (914) 248-2309

The Future School Leaders Academy (FSLA) prepares and certifies candidates for service as school and district leaders through a collaborative and hands-on approach to leadership preparation. To receive the Advanced Master's degree, participants must complete the equivalent of 30 units of academic credit and an approved internship. This is accomplished in five semesters with a July semester between the two school years. Upon completion, candidates receive New York State certificates as School District Leader and School Building Leader. Within the cohorts graduated between 1999 and 2018, more than 200 participants have been certified as administrators, and approximately 80% are working in a variety of administrative roles. The Academy is sponsored jointly by Bank Street College of Education, Putnam | Northern Westchester BOCES and participating school districts. Candidates are enrolled by superintendent's recommendation only.

**EDUCATION POLICY FELLOWSHIP PROGRAM  
CO-SER 512**

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309

The Education Policy Fellowship Program (EPFP) is sponsored by the Institute for Educational Leadership (IEL) in Washington, DC, in conjunction with Teachers College, Columbia University; the Westchester Putnam School Boards Association; and Putnam | Northern Westchester BOCES. EPFP is a professional development experience designed to focus on leadership development

and educational policy implementation. The group meets for eight sessions over a 10-month period with an opportunity for participation in national conferences. The national program has operated continuously since its inception in 1964 and currently has 17 sites across the country. The 9,000 EPFP alumni work in a variety of senior leadership positions in public education (including state commissioners of education and school superintendents), government (including U.S. congresspersons) and nonprofit and private sector organizations, where they make important contributions to public policy.

**MANHATTANVILLE DOCTORAL PROGRAM IN  
EDUCATIONAL LEADERSHIP  
CO-SER 512**

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309

The Manhattanville Doctoral Program in Educational Leadership, offered in partnership with Putnam | Northern Westchester BOCES, offers three pathways aimed at educational professionals with experience in major educational initiatives. The program is designed for practicing and prospective leaders, and experienced educators in P-20 education, serving schools, districts, colleges, universities, community organizations, and entrepreneurial endeavors. The signature pedagogy of problem-based learning is integrated throughout the coursework, field experiences and applied research. Since 2010, Manhattanville's doctoral programs have focused on developing leaders who have vision, clarity, and self-confidence in leading groups and organizations, participating in professional and policy-making communities, and facilitating responsive educational environments.





OLAS ONLINE APPLICATION SYSTEM WITH THE NYSAPA EXECUTIVE COMMITTEE

### **PACE SCHOOL DISTRICT BUSINESS LEADER CERTIFICATION PROGRAM (ONLINE) CO-SER 512**

**LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309**

Conducted in conjunction with Pace University, the School District Business Leader (SDBL) program prepares flexible, visionary and reflective school business leaders with the skills necessary to create and sustain financial and operational functions within a school district to help ensure the quality of learning for all students. Instruction is offered online, and participants work with a cohort of peers within a professional network. Upon completion, New York State certification as a School District Business Leader is received. Career possibilities include roles as assistant superintendent, business official, or treasurer. The program is a pathway to either a master's in School District Business Leadership (36 credits) or a master's in School District Business Leadership/Public Administration (60 Credits). A Certificate of Advanced Graduate Study (24 credits) is available for those holding SBL/SDL certification.

### **STAFF DEVELOPMENT FOR SCHOOL BUSINESS & SUPPORT STAFF CO-SER 614**

**LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309**

The work of every office professional requires a unique composition of skills and talents. CEL offers a variety of programs geared towards enhancing those skills and talents while supporting the professional development of business office employees, district clerks and support staff. In addition to programs held at Putnam | Northern Westchester BOCES throughout the year, districts may schedule onsite programs of their choice.

### **OLAS - ONLINE APPLICATION SYSTEM CO-SER 608**

**LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309**

OLAS for K-12 Education is a cost-effective, robust online recruitment tool designed with schools in mind. As the go-to recruitment site for more than 500 school districts across New York State, candidates trust OLAS to assist them in their job searches. And, with a pool of more than 135,000 candidates, participating schools are able to secure high-quality educators, school leaders, non-instructional and clerical staff all through one site, saving both time and money. OLAS helps schools find their ideal match – even for hard-to-fill positions – through advanced filtering and search capabilities. Developed by educational professionals at PNW BOCES to assist schools in streamlining the hiring process, OLAS is committed to recruiting education professionals, to providing personalized and responsive service, and to continually evolving to meet the changing needs of the K-12 landscape.

### **ALPINE ACHIEVEMENT SYSTEMS CO-SER 603**

**LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309**

Alpine is a data analysis system that integrates state and large-scale achievement data from locally developed assessments including attendance, behavior, grades, 21st century skills, performance tasks, social emotional, and more into one easy-to-use system.



#CELGrowsLeaders

### **EMPLOYEE ASSISTANCE PROGRAM (EAP) CO-SER 616**

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309

School districts today are dealing with many challenges, all of which can impact employees on a personal level. In this climate, the Putnam/Rockland/Westchester Regional Consortium for Employee Assistance Program (EAP) offers a free, confidential, 24-hour-a-day counseling service to employees of participating school districts and their immediate families and can address a wide range of issues that can have an impact on performance. EAP provides face to-face counseling, telephone consultations, online resources, referrals, presentations, trainings and more. To access the program, call 1-800-252-4555 or 1-800-225-2527 or visit the EAP online at [www.EducatorsEAP.com](http://www.EducatorsEAP.com).

### **HR AUDIT CO-SER 603**

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309

Districts experiencing changes in the Human Resources Office may want to consider selecting an HR audit for a review of current processes and practices. This in-district audit will provide recommendations regarding alignment between district procedures and human resources best practices. Partial or complete audits can be conducted based on district needs.

### **IMPARTIAL HEARING OFFICER SERVICE FOR SUPERINTENDENTS' HEARINGS CO-SER 501**

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309

The Impartial Hearing Officer Service for Superintendents' Hearings provides an experienced impartial hearing officer who will oversee, hear and adjudicate the Superintendents' Hearings in accordance with Education Law Section 3214.

### **SCHOOL METER CO-SER 603**

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309

School Meter is a powerful web-based communication and analysis tool designed for district leaders. It helps superintendents and assistant superintendents make the most of state assessment data for the benefit of both students and district stakeholders. School Meter features comparative views of Regents and grades 3-8 performance, employing subgroup data to highlight how a district is meeting the needs of all of its students

### **STRATEGIC COHERENCE PLANNING CO-SER 512**

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309

This on-site service focuses on adaptive change as the lever for a strategic coherence planning process. Moving from an overview of systems thinking and barriers to learning processes for building mission, vision and beliefs, the program concludes by reviewing data collection and goal setting processes as well as creating a plan for change.

### **SUBSTITUTE PLACEMENT AND ABSENCE MANAGEMENT CO-SER 606**

LYNN ALLEN LALLEN@PNWBOCES.ORG (914) 248-2309

This service, provided by Frontline (formerly Aesop), is available for purchase through Putnam | Northern Westchester BOCES.

### **SUPEREVAL CO-SER 603**

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309

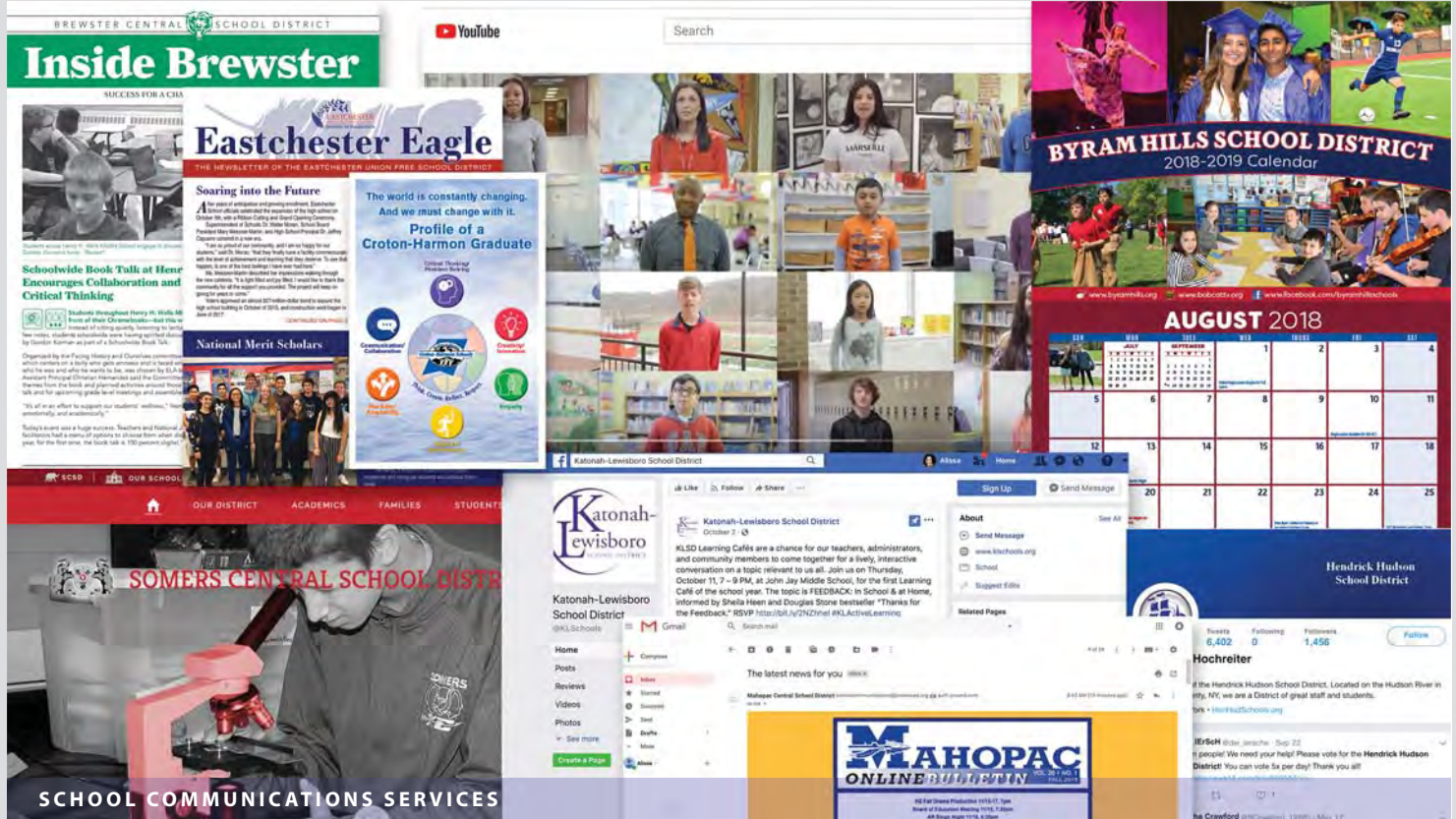
SuperEval is an online evaluation system for school superintendents based on a rubric developed by the New York State Council of School Superintendents (NYSCOSS). The SuperEval platform subscription provides access to the SuperEval tool for the superintendent and all of a district's Board of Education members. Access to evaluation tools for school principals, assistant principals, and central office administrators as well as a variety of training options are also available.

### **ADDITIONAL SERVICES CO-SER 512**

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309

Additional services available through CEL are Operation Respect, which works to advance the social and emotional growth of children and youth, and Right Reason Technologies, which provides customizable solutions in the area of student achievement, assessment, e-learning, teacher performance and professional development.





## SCHOOL COMMUNICATIONS SERVICES



### DISTRICT COMMUNICATIONS CO-SER 690

ELLEN LANE, ELANE@PNWBOCES.ORG (914) 248-2235

This award-winning service takes publicity, branding and community engagement to a whole new level, using a wide array of traditional and new media tools. Mobile apps, newsletters, and social media all play a role in today's fast-paced, high stakes public arena. Services range from producing traditional newsletters, brochures, calendars, annual reports and press releases to creating and maintaining social media such as Facebook pages, Twitter feeds and YouTube channels. The staff of former magazine and newspaper journalists and professional public relations consultants has been consistently recognized for excellence by state and national school public relations associations. Because every school district is different, BOCES creates custom-service packages to meet each district's communications needs and budget. Two service models are offered.

**IN DISTRICT SERVICE:** Districts may contract for a communications specialist to work a set number of days in district providing whatever communications services are needed. This allows the communications specialist to work closely with district leadership while having the support of BOCES' creative and technical team of specialists in graphic design, videography, social media, web maintenance and print.

**RETAINER/A LA CARTE:** Alternatively, communications and design services may be purchased by retainer or a la carte on a per project/hourly basis. Districts may purchase a specific number of newsletters or videos or other services.

## DIGITAL MEDIA SERVICES

ELLEN LANE, ELANE@PNWBOCES.ORG (914) 248-2235

### MOBILE APPS

The latest frontier in social media, mobile apps bring together all of the district's resources in a device that parents and community members can access wherever they go. Given that more than 50 percent of Americans own a smartphone and people access information from phones six times as often as from computers, going mobile makes sense for school districts. That's why the School Communications Service has partnered with the nation's leading developer of custom, mobile apps for schools to bring this service to districts in our area.

Because economically disadvantaged families are more likely to access the Internet from a smartphone than a computer, mobile apps can help close the engagement gap in districts with those populations. With a good mobile app, parents will not only be able to access critical district information, they will be able to do so in their own language.

### VIDEOS

The fact that more than 400 hours of video are uploaded to YouTube every minute is a testament to the power of video storytelling. With PNW BOCES Video Production Service, school districts can harness that power without ever stepping inside a studio or behind a camera. Videos include highlights that provide fly-on-the-wall glimpses into the classroom; animated explainer videos; and promotional videos that capture your district's brand. Also available are professionally produced studio spotlights, website videos and event videos.

## E-NEWSLETTERS

E-newsletters provide up-to-the-minute news and can be accessed anywhere from a home or business computer to a smartphone. Readership is automatically tracked, allowing districts to gauge the effectiveness of its communication efforts. Because they are paperless, e-newsletters save on printing and mailing costs and are eco-friendly.

## SOCIAL MEDIA

Social media has dramatically changed the way school districts tell their stories and communicate with stakeholders. At the School Communications Service at PNW BOCES, our specialists are expert at launching and managing Facebook, Twitter, YouTube, Pinterest, LinkedIn and Instagram feeds. We'll manage it for you, so your social media feeds are always fresh, up-to-date and appropriate. The School Communications Service will work with the district's staff to recognize news that's social and disseminate it at the lowest cost to the district.

## TRADITIONAL MEDIA CO-SER 690

ELLEN LANE, ELANE@PNWBOCES.ORG (914) 248-2235

## PRINT NEWSLETTERS

Print newsletters remain a valuable tool for reaching certain segments of your audience and are the only way to ensure that the district is reaching every household in the community including those of non-parents. Districts generally use printed newsletters for disseminating school budget information.

## PUBLICITY

Districts that keep community members informed about accomplishments and challenges are more likely to build consensus among voters who ultimately must support district programs and budgets. A school communications specialist can be assigned to work out of a district, if desired. This arrangement gives districts the best of both worlds: an onsite resource to handle school communications, and the financial benefits and flexibility of a shared service.

## PRINT MATERIALS

For communities that prefer printed calendars, the School Communications Service offers branded two- and four-color printed calendars with original photography on glossy or matt paper. Other print materials include posters, palm cards, programs and invitations.

## WEB DESIGN & MANAGEMENT

A school district's website serves as the district's public face, and should be the best source of comprehensive information about everything from school events to district policies. Working with a number of vendors, the School Communications Service offers districts custom-designed and maintained websites that are lively, user-friendly and attractive at prices districts can afford.

## COLLATERAL SERVICES CO-SER 690

ELLEN LANE, ELANE@PNWBOCES.ORG (914) 248-2235

## BOND/FUNDRAISING

Whether your district is seeking to pass a bond referendum to make needed improvements or trying to raise funds to enhance facilities, a fundraising professional can help sell your plan to the public with newsletters, flyers, posters, social media campaigns and more.

## BRANDING

When a school district has a strong brand, the community knows what it stands for and, more important, supports its goals and initiatives. That's why, more and more school leaders are borrowing from the corporate sector to create brand identity for their districts. The School Communications Services, working in concert with BOCES Creative Services Department, can help your district create logos, taglines and a consistent image.

## CAPTIONING

As districts strive to become more inclusive, many are turning to captioning services to ensure that broadcasts of Board of Education meetings and other important events are accessible to all. Working with CaptionSync, the School Communications Service provides both post-production and livestream captioning for school districts.

## CRISIS MANAGEMENT

When districts face a crisis, it is important to contain the damage and control the message so that public confidence in the school system is not lost. BOCES School Communications professionals, many of whom worked in the news industry for years, have the expertise to help your district respond quickly and effectively. We'll help you gather the facts, develop a plan of action, notify the key audiences, deal with the media, prepare written materials and put your best foot forward quickly and effectively.

## GRANT WRITING

With school districts facing continued financial challenges, the prospect of securing grants to fund or enhance educational programs has never been more attractive. Working with seasoned grant writers, the School Communications Service is ready to help districts find potential funding sources for everything from small, classroom initiatives by a single teacher to districtwide programs aimed at all learners.

## LIVE PRODUCTION VIDEO

We've partnered with LocalLive to bring school districts across New York access to a live production service for sporting and other events on campus. Cameras are installed on your campus wherever requested, and game producers operate the cameras remotely. The district has a branded video channel and a portal for 24/7 on-demand viewing.

## MARKET RESEARCH & SURVEYS

Knowing how the district is perceived and what the public values is critical to success. That's why the School Communications Service has partnered with respected vendors like K-12 Insight and Panorama Education to offer top-notch market research and community engagement services.

## MEDIA TRAINING

School leaders are often asked to speak with the media, to convince the community to pass a bond, to share innovative programming and ideas or to address a crisis. The skill and comfort with which leaders communicate can have a lasting impact on the issue at hand and the reputation of the district. Our media trainer, Amanda Bergen, has decades of experience in broadcast news and as a corporate and political communications executive. She will work one-on-one to help leaders learn how to craft and deliver messages effectively.





DR. CHRIS MANNO

## PROFILE IN SUCCESS

*When Bedford Central School District Superintendent Dr. Christopher Manno was looking to rally the district staff and community around Bedford's success plan, he found a surprising ally: creative design.*

*PNW BOCES' growing Creative Services Department came up with what Dr. Manno considers a "beautiful tool to communicate our values, mission, vision, goals, and objectives as a continuously improving learning organization." The department created a series of poster boards and other print tools that serve as visual reminders of the district's mission and vision, showing the goals at a glance, including a dashboard of success.*

*Framed versions of the boards, in English and Spanish, are posted at the entrance of each school building, where they help to focus faculty and staff on district priorities and inform the community at large.*

*"The goals and objectives articulated in the success plan serve as a filter for proposed new initiatives or ideas, ensuring the district focused time, attention, and resources toward its vision," he said.*

*He also uses the boards to communicate the district's goals within the community. "It's important for the community as well as visitors to our buildings, website, and social media sites, to know what BCSD stands for and where we are headed," he says.*

*The success plan boards are used as working platforms for determining progress on the year's goals and objectives. "Every year we have teams develop action plans to achieve our objectives. They meet monthly and use the success plan board to determine progress toward achieving those goals," Dr. Manno explains. "We color code each goal with green for on target, yellow for progressing, and red for not achieving, so everyone can tell exactly our status at a glance. The administration reports our status to the board and community four times each year."*

*"It's clear, concise, and helps us stay focused, and on-task. It allows us to focus work, time, and resources in a purposeful way.*

*Dr. Manno says the Creative Service Dept. has been a pleasure to work with. "They took our expressed needs and read our minds to create products that are better than anything we had imagined."*

*The department also helped Bedford formalize its branding with a defined font and logo now used across all platforms and schools.*

*Looking for a way to further communicate the district's success plan, Bedford engaged the School Communications Service, working with CSD, to create a marketing video that is now used for everything from introducing the district at back-to-school night to engendering school pride to reaching people considering moving to the area.*



## CREATIVE SERVICES DEPARTMENT

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309

Creative and innovative excellence is the foundation of PNW BOCES Creative Services Department, a national award-winning department that specializes in visual communications dedicated to the impact of creative and strategic design and video production services.

PNW BOCES Creative Services Department is leading the creative resource landscape by helping school districts create a visual language for their districts through a wide array of solutions. Whether it is branded poster designs for building hallways or a "Spotlight Video" to describe the district success plan or strategy, Creative Services is dedicated to delivering the highest quality products possible.

## VIDEO SERVICES CO-SER 690

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309

Video content is an increasingly crucial creative component of a visual communications strategy. The Creative Services Department with our School Communications Services will partner with you to provide resources that will help you to achieve your messaging goals.

### SPOTLIGHT VIDEO

With a professional set including background, lighting, cameras and production staff the Spotlight Video is designed to capture thought leaders in conversation.

### PROMOTIONAL VIDEO

What is the most crucial element of a promotional video? Capturing the attention of the audience through creating an interesting and compelling story. This category of video service will support and define your district's brand while boosting district morale and strengthening community engagement.

### HIGHLIGHT VIDEO

A highlight video is a series of clips that showcase key features of a program initiative, event or achievement by capturing your audience's attention and potentially compelling them into action.

### EXPLAINER VIDEO

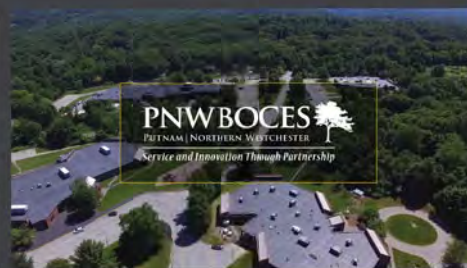
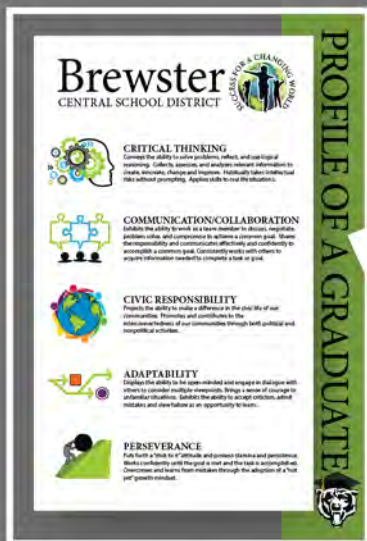
Whether you are looking to describe a simple process or a complex explanation of the overview of a budget, an explainer video will provide your district with the ability to tell your story. These animated videos are often used to inform the community about proposed programs, initiatives, capital projects and budgets.

### SIGNATURE VIDEO

A two- to four-minute interview-based communication from the district featuring multiple locations. Your district can communicate with your school community audience in a way that will more powerfully form a connection than simply through using print copy.

### DISTRICT VIDEO

It is never too early in the school year to begin filming for the purpose of capturing the essence of what a district represents. More often than not the nuances of growth and experience can only truly be viewed and appreciated through the lens of captured moments through time. An example of a District Video features highlights of events throughout the school year from Homecoming to Graduation.



**DESIGN SERVICES  
CO-SER 690**

LYNN ALLEN, LALLEN@PNWBOCES.ORG (914) 248-2309

Success in articulating a vision, communicating a concept, and delivering on an actionable plan is multifaceted in today's modern age. Thoughtful, strategic design helps districts to communicate with their communities effectively and seamlessly to deliver the intended message.

**CAMPUS ENVIRONMENT DESIGNS**

Campus culture is often influenced by the messaging surrounding the community. School hallways and campus grounds provide a canvas for your district's voice. Create a poster, wall decals and signage to tell your story.

**SPECIAL EVENT MATERIALS**

Successful event execution is dependent upon the communication with your audiences. Creative messaging designs include print or digital save the dates, invites programs, banners, lawn signs and more.

**STRATEGIC/SUCCESS PLAN STRATEGIES**

When a strategic plan has been created to guide organizational direction, an implementation strategy follows. Our design services will aid in the process of defining how to bring the strategic plan to life through:

- **Posters of varying sizes** that outline goals and objectives
- **Palm Cards** defining the district's mission, vision and core values
- **Custom designs** that can be used on the web, in presentations, print materials and more.
- **Presentation templates** in PowerPoint, Prezi, etc.

**HIGH SCHOOL PROFILE**

Your high school profile needs to be comprehensive and accurately portray the uniqueness of your school. Our design services will help you to achieve a professional level presentation.

**PROFILE OF A GRADUATE**

Communicating the profile of your local school district graduate has the ability to motivate and influence the school community as a whole. Whether it is posters in the hallways, statements on the pages of event programs or a posting on your district website, we can help to give this message form, function and personality.





**BRAND DESIGN COLLATERAL**

Brand Design Collateral is the collection of materials and media used to create awareness and promote your messaging and identity. These materials speak for your district brand because they are created congruently with the district’s mission, vision and core values.

**A sampling of Brand Design Collateral materials include:**

- Banners & Posters
- Branded PowerPoint
- Brochures
- Catalogs
- Direct Mail
- Event Displays
- Flyers
- Illustrations, Printed & Digital Graphics
- Invitations
- Logos
- Postcards & Palm Cards
- Printed & Digital Brochures
- Printed & Digital Newsletters
- Promotional items
- Signage
- Social Media Graphics
- Stationery Kit (Business Cards, Letterhead, Envelopes)
- Vehicle Wraps and Magnets
- Website Graphics

**REGIONAL SERVICES**



**THE LOWER HUDSON REGIONAL INFORMATION CENTER (LHRIC)**

JOHN HALL, JHALL@LHRIC.ORG (914) 922-3333

The Lower Hudson Regional Information Center (LHRIC) is a nonprofit consortium providing educational and administrative technology services to 62 school districts in Westchester, Putnam, and Rockland counties. The LHRIC is one of 12 Regional Information Centers located throughout New York State. It operates with an annual budget of \$70 million and employs approximately 200 information technology professionals based in Harrison, NY.

In our region, the LHRIC provides a full range of educational technology services to more than 235,000 students and nearly 17,000 teachers, located in approximately 300 school buildings connected to the Internet via our Wide Area Network. As one of our primary offerings, the LHRIC provides network support and technical services to its component school districts, using more than 45,000 devices.

The LHRIC provides a comprehensive menu of services, including Managed IT with procurement and project management, Internet access, regional Internet filtering, unified communications via VoIP, test scoring, data warehousing, state reporting and verification, CIO mentorship, financial and student information systems, staff development, technology planning, distance education (video conferencing and online learning), video streaming, emerging technologies, and data privacy and security, to name a few. The LHRIC continues to remain on the cutting edge of trends in research and development and mandates that impact the technology needs of our member districts.

The LHRIC is primarily focused on assisting districts in transforming teaching and learning through the use of technology. The LHRIC distinguishes itself from other service providers by its commitment to instructional services that are positioned to have regional impact for students and teachers. The LHRIC coordinates closely with districts to develop services that expand the boundaries of traditional classrooms and provide high quality professional growth opportunities for all district personnel. The LHRIC sees itself as a partner in providing these services, helping you meet your Ed Tech goals!

**LOWER HUDSON REGIONAL SPECIAL EDUCATION TECHNICAL ASSISTANCE AND SUPPORT CENTER (RSE-TASC)**

PATTI SLOBOGIN, PSLOBOGIN@PNWBOCES.ORG (914) 248-2290

The Lower Hudson Valley RSE-TASC is one of 10 RSE-TASCs statewide dedicated to improving outcomes for students with disabilities. The Center supports all districts in the Lower Hudson region by providing professional development including training, on-site technical assistance and coaching in the implementation of evidence-based instructional practices and systems that have been proven to improve outcomes for students with disabilities.

**A**

ACADEMICS CO-SER 107 P8  
 ACTION COLLABORATIVE NETWORK CO-SER 512 P17  
 ADVANTAGE EMERGENCY DEVICES CO-SER 698 P24  
 ADULT AND CONTINUING EDUCATION SPECIAL FUNDING PROGRAM P9  
 ADULT EDUCATION COORDINATOR CO-SER 104 P9  
 AF INVESTIGATIONS CO-SER 698 P25  
 ALPINE ACHIEVEMENT SYSTEMS CO-SER 603 P27  
 ANIMATION AND MOTION GRAPHICS CO-SER 107 P3  
 ANONYMOUS ALERTS CO-SER 698 P24  
 ARBORICULTURE CO-SER 107 P5  
 ARCHITECTURAL DESIGN AND MODELING CO-SER 107 P4  
 ARTS IN EDUCATION CO-SER 477 P19  
 ASSISTIVE TECHNOLOGY EVALUATIONS CO-SER 333 P15  
 AUDIOLOGICAL CONSULTATION CO-SER 333 P15  
 AUGMENTATIVE AND ALTERNATIVE COMMUNICATION (AAC) EVALUATIONS  
 CO-SER 333 P15  
 AUGUST REGENTS ADMINISTRATION CO-SER 504 P19  
 AUTO BODY CO-SER 107 P8  
 AUTO MECHANICS I AND II CO-SER 107 P8

**B**

BACK ON TRACK CO-SER 402 P12  
 BAKING AND PASTRY ARTS CO-SER 107 P7  
 BANK STREET FUTURE SCHOOL LEADERS ACADEMY CO-SER 501 P26  
 BARBERING CO-SER 107 P3  
 BEHAVIORAL CONSULTATION CO-SER 333 P15  
 BILINGUAL TRADES CO-SER 107 P9  
 BUSINESS ADMINISTRATION P22  
 BUSINESS CAREER ACADEMY CO-SER 107 P3

**C**

CAREER AND TECHNICAL EDUCATION P3  
 CARPENTRY CO-SER 107 P4  
 CENTER FOR EDUCATIONAL LEADERSHIP AND HUMAN RESOURCES SERVICES P25  
 CENTER FOR ENVIRONMENTAL EDUCATION CO-SER 406 P20  
 CERTIFIED FIRST RESPONDER CO-SER 107 P5  
 CERTIFIED PERSONAL TRAINER CO-SER 107 P6  
 CERTIFIED NURSE'S AIDE/HOME HEALTH AIDE CO-SER 107 P5  
 CHILD DEVELOPMENT AND EDUCATION I & II CO-SER 107 P7  
 CLASS CO-SER 204/211 P10 & P13  
 COLLABORATIVE LANGUAGE ACADEMIC AND SOCIAL SKILLS (CLASS) AT WALDEN  
 CO-SER 24 P10  
 COLLABORATIVE LANGUAGE ACADEMIC AND SOCIAL SKILLS (CLASS) AT LSB CO-SER 211 P13  
 COLLEGE AND CAREER FAIR CO-SER 523 P9  
 COLLEGE AND UNIVERSITY PARTNERSHIP PROGRAMS CO-SER 512 P25  
 COMMUNICATIONS CAREER ACADEMY CO-SER 107 P3  
 COMPUTER GRAPHICS CO-SER 107 P3  
 CONSTRUCTION CAREER ACADEMY CO-SER 107 P4  
 CONSTRUCTION ELECTRICITY CO-SER 107 P4  
 COOPERATIVE BIDDING COORDINATION CO-SER 696 P22  
 COORDINATION/INTERCESSION WITH STATE EDUCATION DEPARTMENT (SED) P22  
 CORE PROGRAMS CO-SER 107 P9  
 COSMETOLOGY CAREER ACADEMY CO-SER 107 P3  
 COSMETOLOGY CO-SER 107 P3  
 CPRED CO-SER 698 P24  
 CREATIVE SERVICES DEPARTMENT CO-SER 690 P31  
 CRISIS MANAGEMENT CO-SER 690 P29  
 CULINARY ARTS CO-SER 107 P7  
 CURRICULUM CENTER CO-SER 504 P18  
 CURRICULUM AND INSTRUCTION P18

**D**

DATABASES AND E-BOOKS CO-SER 516 P20  
 DESIGN SERVICES CO-SER 690 P32  
 DIGITAL FILM, VIDEO & AUDIO PRODUCTION CO-SER 107 P3  
 DIGITAL MEDIA SERVICES CO-SER 690 P29  
 DISTRICT COMMUNICATIONS CO-SER 690 P29

DIVERSITY AND CULTURAL PROFICIENCY CO-SER 512 P16  
 DOCUMENT TRANSLATION CO-SER 333 P17

**E**

EAP CO-SER 616 P28  
 EDUCATIONAL EVALUATION CO-SER 333 P15  
 EDUCATIONAL PRINTING SERVICE CO-SER 517 P23  
 EDUCATION POLICY FELLOWSHIP PROGRAM CO-SER 512 P26  
 EDUCATIONAL TECHNOLOGY CO-SER 460 P22  
 EMERGENCY MEDICAL TECHNICIAN CO-SER 107 P5  
 EMPLOYEE ASSISTANCE PROGRAM (EAP) CO-SER 616 P28  
 ENGLISH AS A NEW LANGUAGE LEARNER (ENL) CAREER ACADEMY CO-SER 107 P9  
 ENL IMMERSION CO-SER 107 P9  
 ENGINEERING CO-SER 107 P4  
 ENVIRONMENTAL CAREER ACADEMY CO-SER 107 P5  
 EXECUTIVE COACHING CO-SER 504 P19

**F**

FACILITIES INSPECTION SERVICES CO-SER 698 P24  
 FALLS ACADEMY AT MAHOPAC FALLS CO-SER 211 P13  
 FASHION DESIGN AND MERCHANDISING CO-SER 107 P3  
 FEEDING EVALUATIONS CO-SER 333 P13  
 FOX MEADOW MIDDLE AND HIGH SCHOOL P12  
 FOX MEADOW LEARNING CENTER PROGRAM CO-SER 212 P12  
 FUTURE SCHOOL LEADERS ACADEMY CO-SER 501 P26

**G**

GUIDANCE AND CHILD STUDY CENTER P15

**H**

HEALTH CAREER ACADEMY CO-SER 107 P5  
 HEATING, VENTILATION, AIR-CONDITIONING, PLUMBING & PIPE FITTING CO-SER 107 P4  
 HEARING IMPAIRED CO-SER 302 P14  
 HOSPITALITY CAREER ACADEMY CO-SER 107 P7  
 HR AUDIT CO-SER 603 P28  
 HUDSON RIVER TEACHER CENTER (HRTC) CO-SER 512 P19

**I**

iLAB CO-SER 107 P8  
 IMPARTIAL HEARING OFFICER SERVICE FOR SUPERINTENDENTS' HEARINGS  
 CO-SER 501 P28  
 INDIVIDUAL OR GROUP COUNSELING CO-SER 314 P14  
 INTEGRATED SOCIAL STUDIES/ENGLISH LANGUAGE ARTS CURRICULUM CO-SER 504 P18  
 INTENSIVE THERAPEUTIC SUPPORT PROGRAM ELEMENTARY (ITSP) CO-SER 402 P10  
 INTENSIVE THERAPEUTIC SUPPORT PROGRAM SECONDARY (ITSP) CO-SER 402 P12  
 INTERPRETER SERVICES CO-SER 333 P17  
 INTRODUCTION TO ENGINEERING CO-SER 107 P4  
 INTRODUCTION TO HEALTH OCCUPATIONS CO-SER 107 P5  
 INTRODUCTION TO PHYSICAL THERAPY AIDE CO-SER 107 P6  
 ITUTOR SERVICE (DISTANCE LEARNING) CO-SER 460 P22

**L**

LABOR NEGOTIATIONS CO-SER 602 P23  
 LAMINATING CO-SER 515 P23  
 LAW ENFORCEMENT/911 CERTIFICATION/SECURITY GUARD CO-SER 107 P6  
 LEARNING CENTER AT WALDEN P10  
 LIBRARY AUTOMATION CO-SER 520 P21  
 LIBRARY MEDIA AND RESOURCE PROFESSIONAL DEVELOPMENT CO-SER 516 P18  
 LIBRARY RESOURCES PROFESSIONAL LIBRARY SERVICE CO-SER 516 P20  
 LIFE PROGRAMS CO-SER 107 P9  
 LITERACY PROFESSIONAL DEVELOPMENT CO-SER 504 P18  
 LOCAL SCHOOL BUILDING PROGRAMS P13  
 LOUIS BERGER U.S. CO-SER 698 P 24  
 LOWER HUDSON REGIONAL SPECIAL EDUCATION TECHNICAL ASSISTANCE  
 AND SUPPORT CENTER (RSE-TASC) P33  
 LRIC P33



**M**

MAIL DELIVERY SERVICE CO-SER 517 P23  
 MANAGEMENT COORDINATION P22  
 MANAGEMENT/INSURANCE COORDINATION CO-SER 699 P23  
 MANAGEMENT SERVICES P23  
 MANAGEMENT SERVICES COORDINATION OF REGIONAL SERVICES P22  
 MANDARIN LANGUAGE CO-SER 352 P19  
 MANHATTANVILLE DOCTORAL PROGRAM IN EDUCATIONAL LEADERSHIP CO-SER 512 P26  
 MASONRY CO-SER 107 P4  
 MEDIA SERVICES CO-SER 690 P30  
 MEDICAL ASSISTANT CO-SER 107 P6  
 MICROCOMPUTER TECHNOLOGY CO-SER 107 P3  
 MILLER ENVIRONMENTAL CO-SER 698 P24  
 MULTICULTURAL (BILINGUAL) EVALUATIONS CO-SER 333 P15

**N**

NEUROLOGICAL CONSULTATION CO-SER 333 P15  
 NEUROPSYCHOLOGICAL CONSULTATION CO-SER 333 P15  
 NEW VISIONS ENGINEERING CO-SER 107 P4  
 NEW VISIONS HEALTH CO-SER 107 P6  
 NURSE'S AIDE/HOME HEALTH AIDE CO-SER 107 P5

**O**

OASIS AT WALTER PANAS HIGH SCHOOL CO-SER 211 P13  
 OCCUPATIONAL THERAPY CO-SER 313 P14  
 OC21 CO-SER 504 P19  
 OLAS CO-SER 608 P27  
 OMNIWEATHER CO-SER 698 P24  
 ONLINE COURSES FOR THE 21ST CENTURY (OC 21) CO-SER 504 P19  
 ONLINE SCHOOL DISTRICT BUSINESS LEADER CERTIFICATION PROGRAM CO-SER 512 P27  
 ON-SITE STAFF DEVELOPMENT CO-SER 504 P18

**P**

PACE SCHOOL DISTRICT BUSINESS LEADER CERTIFICATION PROGRAM CO-SER 512 P27  
 PHYSICAL THERAPY CO-SER 312 P14  
 PINES BRIDGE SCHOOL P11  
 PINES BRIDGE SCHOOL AT SUNSHINE CO-SER 216 P11  
 PLANNING SERVICES, MANAGEMENT CO-SER 603 P24  
 PLAYGROUND MEDIC CO-SER 698 P25  
 PRESERVATION/RESTORATION/COMMERCIAL MASONRY CO-SER 107 P4  
 PRIVATE INVESTIGATION SERVICE CO-SER 698 P25  
 PROFESSIONAL DEVELOPMENT AND STUDENT CONFERENCE SERVICES ASSESSMENT INSTRUMENT TRAINING CO-SER 333 P16  
 PROFESSIONAL DEVELOPMENT FOR ADMINISTRATORS CO-SER 512 P25  
 PROFESSIONAL DEVELOPMENT FOR PUPIL PERSONEL SERVICES CO-SER 512 P17  
 PSYCHIATRIC CONSULTATION CO-SER 333 P15  
 PSYCHOLOGICAL EVALUATION CO-SER 333 P15  
 PUPIL SERVICES COORDINATION CO-SER 334 P16

**R**

RAPID RESPONDER CO-SER 698 P25  
 RECRUITMENT SERVICE P22  
 REGIONAL ALTERNATIVE HIGH SCHOOL (RAHS) CO-SER 430 P12  
 REGIONAL CRISIS TEAM CO-SER 333 P17  
 REGIONAL DIRECTORS OF GUIDANCE FORUM CO-SER 333 P17  
 REGIONAL ENGLISH AS A NEW LANGUAGE PROFESSIONALS FORUM CO-SER 333 P17  
 REGIONAL FORUMS P17  
 REGIONAL INTERNSHIP PROGRAM CO-SER 608 P17  
 REGIONAL SAFETY SERVICES CO-SER 698 P24  
 REGIONAL SCHOOL COUNSELOR FORUM CO-SER 333 P17  
 REGIONAL SCHOOL PSYCHOLOGISTS FORUM CO-SER 333 P17  
 REGIONAL SCHOOL SOCIAL WORKERS FORUM CO-SER 333 P17  
 REGIONAL SERVICES P33  
 REGIONAL TEACHER RECRUITMENT/OLAS CO-SER 608 P27  
 RELATED AND SHARED SUPPORT SERVICES P14  
 REMEDIAL READING CO-SER 315 P14  
 RSE-TASC P33

**S**

SCHOOL BUSINESS ADMINISTRATORS ASSOCIATION P22  
 SCHOOL COMMUNICATIONS SERVICE CO-SER 690 P29  
 SCHOOL METER CO-SER 603 P28  
 SCIENCE 21 CURRICULUM AND TRAINING CO-SER 542 P19  
 SCIENCE 21 INSTRUCTIONAL MATERIALS CO-SER 522 P19  
 SHARED ENGLISH AS A NEW LANGUAGE TEACHER CO-SER 333 P16  
 SHARED SCHOOL PSYCHOLOGIST CO-SER 333 P16  
 SHARED SCHOOL SOCIAL WORKER CO-SER 333 P16  
 SHARED SERVICES PUPIL SERVICES COORDINATION CO-SER 334 P16  
 SMALL ENGINE/MOTORCYCLE TECHNOLOGY CO-SER 107 P8  
 SOCIAL HISTORY CO-SER 333 P15  
 SPANISH PRE-TASC CO-SER 107 P9  
 SPANISH TASC CO-SER 107 P9  
 SPECIAL EDUCATION P10  
 SPEECH AND LANGUAGE THERAPY CO-SER 307 P14  
 SPEECH AND/OR LANGUAGE EVALUATION CO-SER 333 P15  
 SPORTS MEDICINE/CERTIFIED PERSONAL TRAINER CO-SER 107 P6  
 STAFF DEVELOPMENT FOR SCHOOL BUSINESS & SUPPORT STAFF CO-SER 614 P27  
 STRATEGIC COHERENCE PLANNING CO-SER 512 P28  
 STUDENT PROGRAMS AND SERVICES P19  
 SUBSTITUTE PLACEMENT AND ABSENCE MANAGEMENT CO-SER 606 P28  
 SUPEREVAL CO-SER 603 P28

**T**

TASC (ALTERNATIVE OPTIONS) CO-SER 107 P9  
 TEACHING CAREER ACADEMY CO-SER 107 P7  
 THE CENTER FOR ENVIRONMENTAL EDUCATION (CEE) CO-SER 406 P20  
 THE FOX MEADOW MIDDLE SCHOOL AND HIGH SCHOOL P12  
 THE LEARNING CENTER AT WALDEN CO-SER 212 P10  
 THE LOWER HUDSON REGIONAL INFORMATION CENTER P33  
 THE PINES BRIDGE PROGRAM CO-SER 215 P11  
 THE PINES BRIDGE SCHOOL P11  
 THE REGIONAL ALTERNATIVE HIGH SCHOOL (RAHS) CO-SER 430 P12  
 THE WALDEN SCHOOL P10  
 THE LRIC P33  
 TRANSITION COORDINATION SERVICES CO-SER 333 P16  
 TRANSITIONS AT PINES BRIDGE CO-SER 215 P11  
 TRANSITIONS AT WALDEN CO-SER 204 P10  
 TRANSPORTATION CAREER ACADEMY CO-SER 107 P8

**U**

URBAN FORESTRY/ARBORICULTURE CO-SER 107 P5

**V**

VETERINARY SCIENCE CO-SER 107 P6  
 VIDEO PRODUCTION SERVICE CO-SER 690 P31  
 VIDEO STREAMING / VIDEO ON DEMAND CO-SER 516 P21  
 VISUALLY IMPAIRED CO-SER 301 P14

**W**

WALDEN SCHOOL P10  
 WELDING CO-SER 107 P4  
 WORK-BASED LEARNING CO-SER 107 P8

**Y**

YOUNG AUTHORS CONFERENCE CO-SER 506 P20

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