



Weekly Bulletin

“ To err is human; to forgive, divine.”

- Alexander Pope

Upcoming Events

- Thurs., July 3 – [Compliment Your Mirror Day](#)
- Fri., July 4 – Independence Day
- Mon., July 7 – First Day of ESY
- Tues., July 8 – Board Reorganization Meeting
- Sun., July 13 – Embrace Your Geekness Day

Follow this [link to the BOCES Calendar of Events](#)

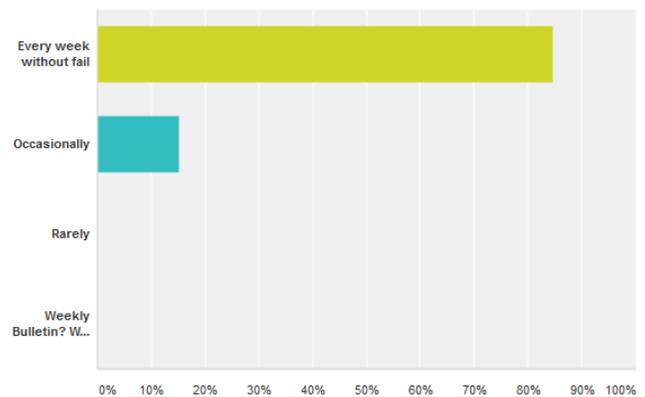
A Message from Mike

While the week between the end of the regular school year and the Fourth of July might seem like a slow, relaxing time, there is a lot going on behind the scenes. Faculty and staff are busy getting ready for our extended school year (ESY) programs. Our folks in the Business, Human Resources, and Payroll Offices are busy closing out the 2014 fiscal year and starting the 2014-2015 school year.

I would like to thank all 157 people who responded to the survey about the Weekly Bulletin. That represents about 12% of the total number of people who receive the link to the Bulletin every week. The thoughtful feedback has already been helpful. Of those who responded, nearly 85% read the Bulletin each week, “without fail.” Here are some of the comments that people shared with my comments in **red**:

Which of the following best describes your reading of the Weekly Bulletin?

Answered: 157 Skipped: 0



- It is easy to read, upbeat, makes you feel connected, and has a personal touch. **This is interesting. Several respondents indicated the opposite, that it is too personal. Balance seems important here.**
- Keeps me informed of the goings on at BOCES. Being a District Based employee it's hard to find out what other programs are doing, this bulletin provides a nice glimpse into other programs. **This was a common theme, especially for employees who do not work on the Foreman Center Campus or in a center-based program.**
- More current events that are going on here. What the departments are up to, etc. It helps to be in the know. I would like to see all departments contribute to the department update section. Seems to be just one or two that

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do. This came up several times, and it is an area where we need help. If you have something that you would like to share about your area, particularly an upcoming event, please email it to Lisa Pickett or to me.

- I would love to see a "Connecting with a Program/District" along with Connecting with a Colleague. There are so many programs that BOCES offers; our own employees have never heard of them. Absolutely. This is another area where I think balance is important. While it would be great to hear from all programs and services on a regular basis, I am sensitive to creating more work for people. Anyone and everyone is welcome to write about a BOCES program or service. Feel free to write something and send it to your administrator to pass along to me.
- More pictures of all of the hard workers at BOCES. This would be great. Please send pictures.
- It's like a Christmas present...I get very excited to open it and be surprised with what is inside. One of my favorites. Sometimes it's hard to come up with something to write, and I truly appreciate that anyone reads it.

- Mike Doughty, Assistant Superintendent for Instruction

Technology Tip of the Week

Log off Your Computer

Today's tip will help you with a quick way to log on and off your computer when you have to step away from it for a few minutes. It will save you time as you won't have to log off and then back on again. Instead you can just "Lock" your computer while you're away from it temporarily.

To lock your computer, press the Windows button (bottom left of your keyboard) and the letter "L" at the same time.



Your screen will go blank except for a message that says: "This computer is in use and has been locked by (Your Username). To unlock the computer when you return, press CTRL+ALT+DEL and type in your password".

Connecting with a Colleague

Each week, a staff member will be selected to complete a brief questionnaire to help us get to know him or her. This week we are connecting with **Angela Pandajis**.

- **What are your primary responsibilities?** I feel so blessed and get such great rewards from being a BOCES employee. I have been placed with a deaf student that attends Robert Brown Construction, Technology and Design High School. I have been with him since 9th grade and he is currently in 11th. My main responsibilities as a note taker are to be his ears and make sure he gets all the information presented to him during class time. Together we review his notes and make sure that he understands them and is on task. Because we have worked together so long, we know each other's style of learning and understanding. Another part of my job is to scribe for him mainly during tests and regents.
- **How long have you worked at BOCES?** I have worked in the Deaf Ed department



for 3 years now, after working at Bird Morgan for a year.

- **What do you enjoy doing in your free time?** I enjoy gardening and spending time with friends. I like to paint and have painted some abstract work that I currently have displayed at a local hair salon. I love motorcycles and even though I don't own one I surround myself with people who do. I am a member of ABATE of Monroe County (American Bikers Aimed Toward Education). It is a not-for-profit, safety, educational, charitable, and advocacy motorcyclist organization. I go to many motorcycle events and enjoy being around the biking community.
- **What is the one thing you would like people to know about you?** It will be a bittersweet time next year when my student walks across the stage, but I have never been happier in my life and am looking forward to my new assignment in the Deaf Ed department!



SANE (Sometimes Acronyms Need Explaining)

HPEFCS - Health, Physical Education and Family & Consumer Sciences