



Weekly Bulletin



Just because something doesn't do what you planned it to do doesn't mean it's useless."

- Thomas A. Edison

Upcoming Events

- Fri., Dec. 11 – IEP/Parent Conference Day (Students in Special Education Programs do not attend in the afternoon)
- If you have upcoming events that you would like included in The Bulletin, please email Helen Ramos.

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

A Message from Mike

If you are reading this after Thanksgiving, I hope you enjoyed a restful and relaxing few days with family and friends.

The results from The Weekly Bulletin survey are in. Thank you to everyone who responded to help us improve this communication tool. There were 195 response to the survey. You can see from the data that the vast majority of people who read The Weekly Bulletin, nearly three quarters, read it every week without fail. It was interesting to see that those who responded were split on how often The Bulletin ought to be published – weekly vs. every other week.

The comments were also very helpful in terms of helping to provide details around how people feel about the Bulletin and its content.

Over the next few weeks, I'll be working with John Walker to review all of the comments and make a plan for where to go next. If you have any additional information or suggestions, please do not hesitate to give me a call or send me an email. Although I didn't ask specifically in the survey, I am interested in looking at other formats – email only, a stand-alone webpage, a blog, etc. If you have any ideas, please let me know.

- Mike Doughty, Deputy Superintendent

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Which of the following best describes your reading of The Weekly Bulletin?		
Every week without fail	74.87%	146
Occasionally	22.05%	43
Rarely	3.08%	6
Weekly Bulletin? What Weekly Bulletin?	0.00%	0
Total		195

How often should The Bulletin be distributed?		
Weekly	42.41%	81
Every Other Week	40.84%	78
Monthly	23.56%	45
Look for a different way to communicate with staff.	0.52%	1
Total		191

Meet Our Board Members

Mr. Frederick Shippey was appointed to serve on the Monroe #1 BOCES Board of Education in 1995 as the Penfield Central School District representative. Mr. Shippey serves on the Internal Audit Committee, the Technology Committee, and is the Chair of the Facilities Committee. He also serves on the Monroe County School Board Association's Legislative Committee. Mr. Shippey's term ends in 2017.



Professional Development

PD at M1B: Engaged in Learning

We will be starting a cycle of Cognitive Coaching. Since Cognitive Coaching is a large time commitment, we have broken this learning opportunity up across two school years. This year will be run the first 4 days. Then next year, 2016-2017, we will run a refresher and the final 4 days.

Upcoming Professional Learning Opportunities:

December 3rd & 4th Cognitive Coaching

These sessions and others can be found at WinCap WEB: <http://www.monroe.edu/about.cfm?subpage=2829>

- Annette Hauenstein, Coordinator of Curriculum, Instruction & Professional Development

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 Kathy Goodwin, ESOL instructor.



- **What are your primary responsibilities?** I am one member of the growing ESOL department. As an ESOL instructor, I work with students whose first language is one other than English or they come from homes whose families speak another language besides English. I work with students on both receptive and expressive language. Although foreign language study is a pre-requisite to TESOL graduate work, speaking other languages is not required. I speak English and teach English. :)
- **How long have you worked for BOCES?** My first time with Monroe #1 BOCES was in March 2013 to work with a new student at Connor Academy just through June. I've returned last April. This is my first autumn here.
- **What is your favorite part of your job?** As many teachers would, I love it "when the light goes on" for my students with new understanding and accomplishment. It's also fun to learn about different cultures from my students. It's a joy to work with so many dedicated colleagues.
- **What do you enjoy doing in your free time?** I love to travel overseas, and I find great joy in helping international families here in Rochester.
- **What is one thing you would like people to know about you?** Although I'm teaching English language skills now, I spent over 20 years of my career, teaching math and computer classes in the City School District.

Programs and Services Updates

“Digging” Into Archaeology at Bird/Morgan

Last week, 6th Grade students from the classrooms of Liz Fossum, Pete Hashim and Jo Guadagno had an opportunity to “dig” into what the life of an archaeologist is like. Dr. Alex Smith (aka “Alex the Archaeologist”) from the Memorial Art Gallery visited our classrooms to introduce students to the study of archaeology. Students learned about different tools used by archaeologists, a variety of cultures from the past and even got to participate in an archaeological dig in the classroom. Later this year, students will have an opportunity to take a field trip to the Memorial Art Gallery and put their new skills to the test as they continue to research ancient civilizations.



- Michael Monaghan, Social Studies Instructional Specialist

Technology Tip of the Week



“I Repeat, F4 Is One of Excel's (and Word's) Best Kept Secrets”

This is one of those rare shortcuts in Excel that is so useful but it's rarely ever mentioned in basic training. As a matter of fact, I've rarely seen it mentioned anywhere. That's probably why very few Excel users know about it.

Whenever you want to repeat the last action that you have just taken, especially when it's a multi-step action such as formatting a cell's font, fill and borders, simply select the next range of cells *where* you want to repeat it and **press the F4 key**.

You will be amazed at how many different tasks you can use this simple little trick to make things easier for you.

I often use this shortcut for inserting (or deleting) rows: insert a row using the mouse, use the arrow keys to move the active cell where you want to insert the next row and press F4. Move down again and hit F4 to insert the next row. Repeat as often as you want.

This may not seem like such a big deal but when you need to repeat this over and over, you will really appreciate the simplicity of the F4 key. **(Note: F4 also works as the “repeat key” in MD Word.)**

(Source: Francis Hayes's Newsletter Website: www.TheExcelAddict.com)

SANE (Sometimes Acronyms Need Explaining)

NYSABE – (New York State Association for Bilingual Education)

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For more information, contact one of our Civil Rights Compliance Officers: Nancy Carr, 585-249-7010, Nancy_carr@boces.monroe.edu; James Colt, 585-383-2298, James_colt@boces.monroe.edu; Dennis Glaser, 585-383-2232, Dennis_glaser@boces.monroe.edu