



Erie County Association of School Boards

Winter District Clerk Program

TUESDAY, FEBRUARY 4, 2025

12:00 p.m. Lunch; 12:30 p.m. Start Time

**ECASB &
WNY District Clerks
present:
February 4, 2025
District Clerk
Program
AT Erie 1 BOCES
355 Harlem Road
Room location is: B1**

**February 4, 2025
12:00 p.m.
- 3:15 p.m. ish**

**DEADLINE
REGISTRATION DATE:**

January 28, 2025

NO COST

**(If you register and then cancel,
we KINDLY request you
notifying us ASAP so we can
notify the caterer and
adjust the lunch count).**

**The ECASB District Clerk Winter Program
is a program for District Clerks in
Erie, Niagara, Cattaraugus and
Chautauqua Counties.**

Program is by District Clerks.

Agenda:

12:00 - Lunch catered by Dave's Kitchen (See Below).

**12:30 p.m. - 1:15 p.m. Subpoena's / FERPA / Etc. -
Have You Been Served? presented by Tracie Lopardi
and Andrew Mark from Bond, Schoeneck and King.**

**1:30 p.m. - 2:25 p.m. Student Ex Officio Members -
Are You Prepared? Is Your Policy in Place? Presented
by Erie 1 BOCES Policy Services.**

**2:30 p.m. - 3:00 p.m. Budget Votes and Elections -
Presented by Marnie Smith from Webster Szanyi.**

**3:00 p.m. District Clerk Round Table Wrap Up: Debo-
rah Custodi (Amherst CSD), Jessica Neischel (Depew
UFSD), and Gina Santa Maria (Ken Ton UFSD).**

**LUNCH: Will consist of: Cranberry Salad (Field greens topped
with tomatoes, walnuts, feta, dried cranberries and mandarin
oranges), Seasoned Boneless Chicken Breast, BBQ Burgers,
Roasted Rosemary Potatoes, Fresh Fruit and Cherry Crumb Pie
Squares for dessert.**

**** If you have any questions regarding any of the topics above
that you would like addressed, please forward your questions to
Sue Summers at ssummers@e1b.org no later than January 28,
2025.**