



Hyatt Regency Buffalo

Two Fountain Plaza
Buffalo NY 14202
Phone: (716) 856-1234
Fax: (716) 852-6157

Room Rate:

\$144 Single, Double Triple and Quad Occupancy

Buffalo Niagara Convention Center

153 Franklin Street
Buffalo NY 14202

Buffalo Niagara International Airport

The Niagara Frontier Transit Authority (NFTA) runs an Airport—Downtown Express Shuttle. This runs non-stop service between the airport and Buffalo’s central business district, making its first stop in front of the Hyatt Regency Buffalo. One-way fare (in most cases) is \$2.50. Service runs weekdays, approximately every 30 minutes during normal business hours. For more information, go to <http://metro.nfta.com>.

There is an ITA Shuttle Service also available. Cost is \$18 one-way or \$36 round-trip to downtown. Call for reservation: (716) 633-8294.



The NAEOP Northeast Area states cordially invite you to the 81st NAEOP Annual Conference and Institute in Buffalo, New York. This fantastic event will take place at the beautiful Hyatt Regency Buffalo hotel and the Buffalo-Niagara Convention Center, July 22-25, 2015.

Located in the heart of entertainment and business districts, the Hyatt Regency Buffalo offers newly renovated guestrooms with deluxe amenities and exceptional service. Take a swim in the indoor pool on the 11th floor with a panoramic view of the city, workout in the Fitness Center, or make an appointment at the Spa Alexis. The Buffalo Niagara Convention Center is connected via a walkway to the Hyatt Regency Buffalo. It is centrally located in the heart of the Convention Corridor.

The Buffalo Niagara International Airport is serviced by most all major carriers with over 200 flights arriving and departing daily. It is located approximately 10 miles from downtown and the Hyatt Regency Buffalo.

There are over 40 restaurants, pubs, nightclubs, coffee shops and deli’s within walking distance of the hotel, as well as many attractions.

We hope to see you in Buffalo as together we Gather Information for Tomorrow!

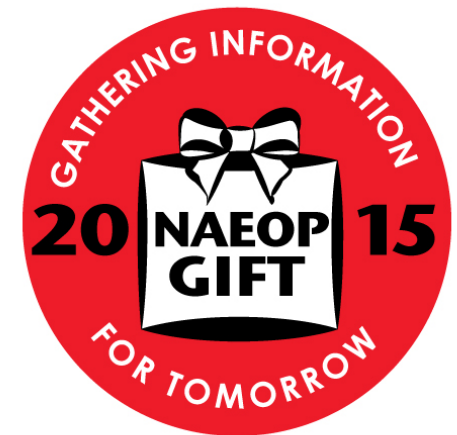


Conference Chairman

Wendy Heslink, CEO
wheslink@fcsd.wnyric.org
Check the NAEOP website for further information!



**National Association of
Educational Office Professionals
81st Annual Conference
and Institute
July 22-25, 2015
Buffalo, New York**



***Gathering Information
For Tomorrow (GIFT)***

***Hosted by the
Northeast Area States***

Institute Classes

The 2015 NAEOP Institute will be held Wednesday and Thursday, July 22 and 23, 2015, from 8 AM—5 PM. These sessions are more in-depth than the briefings and give participants 15 hours of education credit toward their PSP certification. Lunch both days is included with the Institute registration fee.

Dr. David O'Rourke
District Superintendent
Erie 2-Chautauqua-Cattaraugus BOCES

"Communication in the 21st Century for the Office and School Community" (7.5 hours)

Dr. Susan Gray
Western New York
Educational Services Council
University of Buffalo

"Ethical Decision Making for Educational Office Professionals" (3.5 hours)

"Understanding your Behavior Styles" (1.5 hours)

"Super Woman and Educational Office Professional" (2.5 hours)

The NAEOP Speaker's Bureau

Interested in Public Speaking? This 2-day program includes specialized training and a practice session.

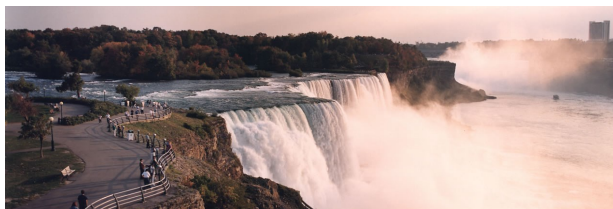
More information will be available soon at www.naeop.org.

Briefings

The 1.5 hour Briefings are workshop sessions held throughout the 4-day conference and offer a wide variety of topics.

Just some of this topics for the 2015 conference include:

- The Professional Standards Program
- School and Personal Safety
- Parliamentary Procedure
- Tweeting, Liking, Sharing, Following
- Human Trafficking
- Leadership Essentials
- Joy vs. Depletion - Mindset First/Action Second
- Healthier Schools - You Can Make a Difference
- Planting Seeds - Pulling Weeds
- Choosing Civility - Yes, We Have a Choice
- Personal Accountability
- Servant Leadership
- Avoiding Burnout
- Communication, Productivity, Renewal of Mission
- Performing Through Self-Leadership
- Say No to Workplace Stress



Keynote Speaker

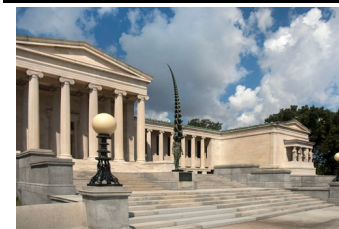


Ms. Millie Grenough

Coach, author of ten books, motivational speaker and Clinical Instructor in Psychiatry at Yale University School of Medicine, Millie is one of ten people worldwide names Master Rubinfeld Synergist.

Her six year's living and working in Latin America and Europe help her be at home with people from many backgrounds. Her passion is to help each of us reach our full potential while becoming saner, healthier and happier. She is an ex-nun turned nightclub singer who admits that it took a her near-death accident to help her become a "saner/healthier woman." As the author of "Oasis in the Overwhelm," Millie inspires people to do what they thought was impossible.

Tours



Various tours of interesting and breathtaking attractions around the area will be offered throughout the week. Post con-

ference tours will be available, including trips to New York City or Toronto, Canada.

