


J. Francis Manning
District Superintendent
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(315) 433-2602 (ph)
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MEMORANDUM

TO: Chief School Administrators

FROM: Jody Manning 

DATE: February 26, 2015

SUBJ: OCM BOCES Annual Meeting – April 1, 2015

Enclosed please find an invitation and reservation form for the upcoming Annual Meeting, scheduled for Wednesday, April 1, 2015. I have enclosed directions to the McEvoy Campus in Cortland, where this year's meeting will be held.

Please disseminate this invitation to your Board of Education members. Please note that we have asked that board members register with your office no later than Friday, March 20, 2015; please send the reservation form to our office by the end of the day on Monday, March 23, so that we may make the final arrangements for refreshments. If no one is able to attend, please let us know that as well.


Thank you very much for your assistance with this matter. Should you have any questions or need additional information, please don't hesitate to contact us.

Enc.

J. Francis Manning
District Superintendent
PH: (315) 433-2602
FX: (315) 434-9347
jmanning@ocmboces.org

MEMORANDUM

TO: OCM BOCES Component District Board Members

FROM: Jody Manning 

DATE: February 26, 2015

SUBJ: OCM BOCES Annual Meeting – April 1, 2015

We are pleased to invite you to the 2015 OCM BOCES Annual Meeting. The meeting will be held on Wednesday, April 1, 2015 at the McEvoy Campus in Cortland. The meeting will take place in the Courtyard. Directions are enclosed.

Dinner will be prepared by the Culinary Arts students. Please plan to arrive at 6:00 pm for dinner. The business meeting and program will begin at 7:00 pm. The agenda for the meeting includes the presentation of the BOCES Budget, introduction of candidates for the BOCES Board, and a video presentation featuring BOCES students and staff.

Please contact your district office by March 20, 2015 to confirm your attendance. We look forward to seeing you at the Annual Meeting.

Thank you.

Enc.

C: Chief School Administrators, Cabinet



OCM BOCES Annual Meeting
April 1, 2015, 6:00 pm
McEvoy Education Campus – Courtyard
1710 NYS Route 13
Cortland, NY 13045

Directions from the North: Take I81 South. Take Exit 11. Turn left on to Route 13. Go approximately 1/4 mile. The BOCES McEvoy Center will be on your right.

Directions from the South: Take I81 North. Take Exit 11. Turn right on to Route 13. Go approximately 1/4 mile. The BOCES McEvoy Center will be on your right.



OCM BOCES ANNUAL MEETING

Reservation Form

Date: Wednesday, April 1, 2015
Time: Dinner: 6:00 p.m.
Meeting/Program: 7:00 p.m.
Location: OCM BOCES McEvoy Campus - Courtyard
1710 NYS Route 13
Cortland, NY 13045

DISTRICT: _____

Number Attending: _____

Name:

Title:

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Please send this form back by March 23, 2015 to:

Theresa Smith
OCM BOCES
PHONE # (315) 433-2602
FAX # (315) 434-9347
tsmith@ocmboces.org