

NAES/SAES Leadership & Governance Institute for Parish and Cathedral Schools

An Institute for Heads of School, Rectors, Vicars, Deans,
School Board Members and Vestry Members

April 29-30, 2005, Marriott Austin at the Capitol, Austin, Texas

About the Institute

Presented jointly by the National Association of Episcopal Schools (NAES) and the Southwestern Association of Episcopal Schools (SAES) this national professional development institute is designed to help leadership teams from parish and cathedral schools

- to hone their leadership skills;
- to understand better the roles and responsibilities of church/school leaders; and
- to strengthen relationships among team members.

Who Should Attend

The success of an Episcopal school's ministry depends upon a good working relationship among its leadership team members. For this reason, schools are urged to send the head of school, the rector, vicar or dean, school board and vestry members.

Institute Leadership

The Rev. Peter G. Cheney, Executive Director
National Association of Episcopal Schools

The Rev. Canon Thomas G. Clarke
Senior Associate Consultant to the
National Association of Episcopal Schools

Connie Wootton, Executive Director
Southwestern Association of Episcopal Schools

The Rev. Roger A. Ferlo, Ph.D., Director
Center for Lifetime Theological Education
Virginia Theological Seminary

Friday, April 29

3:00 P.M. Registration and Materials Pick-up

4:00 P.M. **Parishes, Cathedrals and Their Schools:
Strengthening the Partnership**
The Rev. Peter G. Cheney
The Rev. Canon Thomas G. Clarke

6:00 P.M. Break

6:30 P.M. Dinner

Saturday, April 30

8:00 A.M. Continental Breakfast

9:00 A.M. **Episcopal Identity**
The Rev. Canon Thomas G. Clarke

10:30 A.M. Break

11:00 A.M. **Leadership: Vestries, School Boards,
Rectors, and Heads Working Together**
The Rev. Roger A. Ferlo, Ph.D.

12:30 P.M. Lunch and discussion groups

2:00 P.M. **Improving Models of School Governance**
Connie Wootton

3:30 P.M. Break

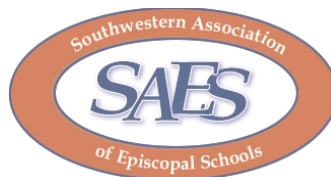
4:00 P.M. Concluding Session and Evening Prayer

5:00 P.M. Adjourn



**EPISCOPAL
SCHOOLS**

National Association
of Episcopal Schools



Deadline, Rates, How to Register, Accommodations, Cancellation Policy, and Where to Direct Questions

Deadline

The registration deadline is **April 15, 2005**. Due to space constraints, there will be no on-site registration.

Rates

The per-person fee includes all conference materials, Friday dinner and Saturday breakfast and lunch. It does not include hotel accommodations.

NAES or SAES members	\$295 per person
Non-members	\$375 per person

How to Register

By mail: Fill out the form at the right and send it and your payment to the **National Association of Episcopal Schools, 815 Second Avenue, Suite 313, New York, NY 10017**.

Online: Logon, using your personal username and password, to the NAES web site at <http://www.episcopalschools.org/forms/meeting/MeetingFormPublic/view?id=AED00000006>.

Don't remember or know your username and password? Email us at <info@episcopalschools.org> and we'll be glad to send it to you via return email.

Accommodations

Rooms are available at the **Marriott Austin at the Capitol, 701 East 11th Street, Austin, TX 78701** for the nights of April 29 and 30. The rate is **\$109 per night**, plus tax. To make a reservation, call **512.478.1111** or **800.228.9290**. **March 11, 2005, is the deadline** for making your reservations. After this date, the hotel will accept reservations on a space- and rate-available basis. Participants are responsible for making their own hotel reservations.

Cancellation Policy

Written cancellations received by fax (212.286.9366) or by email, <djs@episcopalschools.org>, **no later than 5:00 p.m. EST on April 15, 2005**, are entitled to a full refund less a \$50 processing fee. Requests received after 5:00 p.m. EST on Friday, April 15, 2005, or by any means other than fax or email will not be entitled to a refund of any kind. NAES is not responsible for any obligation incurred because of airline or travel cancellations or curtailments.

Where to Direct Questions

Contact David Schnabel, Conferences & Communications Coordinator, at 800.334.7626, ext. 6182, 212.716.6182, or <djs@episcopalschools.org>.

Leadership & Governance Institute 2005 Registration Form

Name

Title

School or Organization

Mailing Address

City, State/Province, Zip/Postal Code and Country

Telephone

Fax

Email

Special needs

Rate

- \$295 (NAES or SAES members; housing not included)
- \$375 (Non-members; housing not included)

Method of Payment

- Check (payable to National Association of Episcopal Schools)
- Mastercard
- Visa

Card number

Expiration date

Name on card

Signature

Today's date

Keep a copy of this form for your records and mail it and your payment to National Association of Episcopal Schools, 815 Second Avenue, Suite 313, New York, NY 10017. Or fax it to 212.286.9366. **April 15, 2005 is the registration/cancellation deadline.**