



# *Conference for School Secretaries and Administrative Assistants*

## **Save the Date!**

### **Tuesday, April 26, 2022**



In recognition of National Administrative Assistants' Day, the Connecticut Association of Schools is offering a one-day conference designed to support the daily work of school secretaries and administrative assistants and celebrate the important contributions they make to a welcoming school climate and a positive teaching and learning environment.

This program will include up-to-the-minute information and practical suggestions to help school office personnel do their jobs even better!

### **Registration**

Registration will be available online early January 2022.

Please visit our website at [www.casciac.org](http://www.casciac.org) and select event registration.

Location for this event is:

Aqua Turf Club

554 Mulberry Street

Plantsville, Connecticut

8:15 a.m.-3:15 p.m.

Look for more details to follow!

