



SAVE THE DATE!

School Secretaries & Administrative Assistants Conference

Friday, April 27, 2018

Aqua Turf Club
Plantsville, CT
8:15 a.m. to 3:15 p.m.

**Online registration is available
at <http://casci.ac/3012>**



In recognition of National Administrative Assistants' Day, we are offering a one-day conference designed to support the daily work of school secretaries and administrative assistants and the important contributions they make to school climate, positive teaching, and the learning environment. This program will include up-to-the minute information and practical suggestions to help school office personnel do their jobs even better!



*For questions & additional information, please email
Barbara O'Connor at boconnor@casciac.org*

Look for more details to follow!