

SEE YOU THERE!



68th Annual SCHOOL FACILITIES PERSONNEL CONFERENCE



**WEDNESDAY
& THURSDAY
JULY 17-18,
2024**

**CALEDONIA-
MUMFORD
MIDDLE SCHOOL**

REGISTRATION AND SESSION INFORMATION

UPSTATEINSTITUTE@WFLBOCES.ORG

Join us

for this two-day conference!

This conference is for:

- **maintenance**
- **mechanic**
- **cleaner**
- **building custodian**
- **head custodian**
- **laborer**
- **buildings and grounds staff.**

Local Training Site

Thank you Caledonia-Mumford Central School District- Middle School for hosting this year's conference!

Registration Fees

Registration fee includes breakfast & lunch. Districts sending seven (7) or more participants can take advantage of Special Group Rate Pricing.

Training Tracks

Designed to benefit new employees, experienced staff, and specific positions. Several Hands-On-Trainings (HOT)!

Trade Show

On July 18, 2024, service providers and suppliers will be on site to showcase their products, discuss your school's needs, and answer any questions.

Skills Competition

Teams will compete in three different events:

Garbage Can Slalom | Find the Infraction | Disc Toss

Prizes awarded to top three finishing teams overall!

Conference Schedule

Day 1: July 17, 2024 8:00 am - 2:50 pm

Day 2: July 18, 2024 8:00 am - 2:15 pm



REGISTRATION FEE

TWO DAY Fee: includes breakfast and lunch

\$200.00 per Upstate
Institute Member District
attendee

\$260.00 per Non-Member
District attendee

ONE DAY Fee: includes breakfast and lunch

\$140.00 per person- discounts and group pricing DO NOT
APPLY

GROUP PRICING: district sends 7 (or more) participants

\$170.00 per Upstate
Institute Member District
attendee

\$230.00 per Non-Member
District attendee

CANCELLATION

A written cancellation request to upstateinstitute@wflboces.org must be received by July 8th to avoid being billed.

Districts may substitute participants. Please email with new attendee information.

No shows will be billed the full registration fee.

REGISTRATION & TRAINING SESSION SELECTIONS

RETURN BY: July 8, 2024 to upstateinstitute@wflboces.org

Circle a choice for each block of time.

NOTE: Topics are repeated or may be DOUBLE length sessions.

Participant's Name (please print)
Position/Title
District

Indicate any dietary restrictions:

Attending:

Day 1 & Day 2

Only Day 1

Only Day 2

Day 1 – Wednesday, July 17						Day 2 – Thursday, July 18					
8:00 – 9:00: Sign-in & Breakfast 12:05 – 1:15: Lunch						8:00 – 8:30: Sign-in, Breakfast & Trade Show Exhibits					
9:00-9:20	[A] 9:35-10:20	[B] 10:30-11:15	[C] 11:20-12:05	[D] 1:15-2:00	[E] 2:05-2:50	[F] 8:30-9:15	9:15-10:00	[G] 10:00-10:45	10:45-1:15	[H] 1:15-2:00	
Welcome & Opening Remarks	New Cleaner (ALL DAY)- Group 1 A, B, C, D/E					F1	Trade Show Exhibits	G1	Skills Competition/ Lunch/ Trade Show Exhibits	H1	
	New Cleaner (ALL DAY)- Group 2 A, B, C, D/E					F2		G2		H2	
	A3	----	C3	----	E3	F3		----		H3	
	A4	B4 & C4& D4			E4	F4		G4		H4	
	A5	B5 & C5		D5	E5	F5		G5		H5	
	----	-----	-----	D6 & E6		F6		G6		H6	
	A7 & B7		C7	D7 & E7		F7		G7		H7	
	A8	B8 & C8		D8 & E8		F8		G8		H8	
						F9		G9		H9	

Day 1: July 17, 2024

		A 9:35 – 10:20	B 10:30 – 11:15	C 11:20 – 12:05	D 1:15 – 2:00	E 2:05 – 2:50
Cleaner Group 1 HOT	Cleaner Basics Mandatory for New Cleaners, but open to all participants <i>Stacie Darbey</i> RM	Restroom Cleaning <i>Hillyard</i> RM	Resilient Floor Care <i>Hillyard</i> RM	Resilient Floor Care <i>Hillyard</i> RM	Carpet Care <i>Charlie Elardo, Corr Distributors</i> RM	
	Cleaner Group 2 HOT	Maintaining Safe Facilities & Grounds <i>Matt DellPenna, GV BOCES</i> RM	Resilient Floor Care <i>Hillyard</i> RM	Restroom Cleaning <i>Hillyard</i> RM		Drain Maintenance <i>Don Dugan, AP Plumbing</i> RM
	Basic First Aid <i>GV BOCES Health, Safety, & Risk Management Team</i> RM	CPR <i>GV BOCES Health, Safety, & Risk Management Team</i> RM	No Touch Restroom Cleaning <i>ED Corr, Corr Distributors</i> RM		Shop Talk: What Do You Do If... <i>Conference Planning Committee</i> RM	
	Wood Floor Finishes <i>Hillyard</i> RM	Fire Inspections: Infractions, Points & Walk About HOT <i>Stacie Darbey</i> RM		Working Safely <i>Stacie Darbey</i> RM	Your Role in Building Security <i>Kevin Cross</i> RM	
	Vandalism Awareness <i>Officer Moses Robinson, RPD Community Affairs Bureau</i> RM					
	Synthetic Turf: Maintenance <i>Chris White, Chenango</i> RM		Turf Aeration <i>Raymond Fovale, Preferred Seed</i> Outside	Small Engines & Rotary Mower Preventive Maintenance <i>Stuart Fenske, Grassland Equipment</i> RM		
	Mechanical Room Familiarity HOT <i>Caledonia- Mumford CSD, DOF</i> RM	HVAC Preventive Maintenance HOT <i>Carrier</i> RM		Water Damage Response <i>Servpro</i> RM		
KEY	HOT = Hands on Training	MAINTENANCE	CLEANERS	CUSTODIAN/ANYONE	GROUNDSKEEPERS	

Day 2: July 18, 2024

		F 8:30 – 9:15	G 10:00 – 10:45	H 1:15 – 2:00
New Cleaner Group 1 HOT	Healthy High Performance Cleaning <i>Diversey, Inc.</i> RM	Floor Stripping 101 <i>Charlie Elardo, Corr Distributors</i> RM	Resilient Floors- After the Finish <i>Hillyard</i> RM	Resilient Floors- After the Finish <i>Hillyard</i> RM
New Cleaner Group 2 HOT	Floor Stripping 101 <i>Charlie Elardo, Corr Distributors</i> RM	Resilient Floors- After the Finish <i>Hillyard</i> RM	Healthy High Performance Cleaning <i>Diversey, Inc.</i> RM	Healthy High Performance Cleaning <i>Diversey, Inc.</i> RM
	Fire Extinguisher Basics <i>Stacie Darbey</i> RM			Entryway Matting & Keeping it Clean <i>Hillyard</i> RM
	Active Shooter Procedures/ Bomb Threat Awareness <i>Trooper Klewicki, NYSP</i> RM			Floor Stripping, Waxing, Polishing <i>Caledonia- Mumford CSD, DOF</i> RM
	Preventive Maintenance of Custodial Equipment <i>Larry Brien</i> RM	Custodial Robotic Equipment <i>Larry Brien</i> RM	Next Generation Finish Removals <i>Larry Brien</i> RM	Automated Building Systems for Safety & Security <i>Bill Clark, Day Automation</i> RM
	Cleaning with Microfiber <i>Hillyard</i> RM	Automated Building Systems for Comfort <i>Bill Clark, Day Automation</i> RM		
	CPR <i>GV BOCES Health, Safety, & Risk Management Team</i> RM			
	Robotic Technology <i>Mike Baum, Brodner Equipment</i> Outside	Irrigation Maintenance <i>Dave Kibler, Site One</i> Outside	Baseball/Softball Skin Management <i>Chuck Hoover, Batavia Turf</i> Outside	
	Rooftop Units <i>Jim Allen, Isaac Heating & Cooling</i> RM	Mechanical Cooling <i>Jim Allen, Isaac Heating & Cooling</i> RM	Condensing Boilers HOT <i>Joe Pennise & Daryl Maciуска, RP Fedder</i> RM	
KEY	HOT = Hands on Training	MAINTENANCE	CLEANERS	CUSTODIAN/ANYONE
				GROUNDSKEEPERS

Training Description	Registration Code
Active Shooter & Bomb Threat Awareness: Find out what your options are in the event an active shooter enters your building or a bomb threat is received. You'll be made aware of the procedures used by first responders. Also, in the case of a bomb threat, you'll learn valuable information such as how to assist authorities in searching the building, knowing when to conduct a search, what to look for and what forms to use to make reports.	<u>F4 & G4</u>
Automated Building Systems for Comfort: Overview of most recent technology in energy management. Course will include discussions of how systems can make your buildings comfortable while managing energy use.	<u>G6</u>
Automated Building Systems for Safety & Security: Overview of most recent technology in energy security systems. Course will include discussions of how systems can make your buildings safe and secure.	<u>H6</u>
Baseball/Softball Skin Management: Build it, and they will come...then it's up to you to maintain it. Learn the best practices (dragging, raking, watering, tamping) that will keep your field lip and skin in tip-top shape.	<u>H8</u>
Basic First Aid: Attendees of this class will learn what to do in the event of an emergency. The class will focus on the initial emergency response and steps to help a co-worker in trouble.	<u>A4</u>
Carpet Care: Learn basic carpet cleaning skills and the difference between bonnet vs. extractor cleaning machines. This session will teach you when to pre-treat carpets, how to treat carpets for specific types or issues (including spills, vomit and urine) and how to determine when a carpet should be replaced. Spend time operating the various machines.	<u>D1 & E1</u> <u>D2 & E2</u>
Cleaning with Microfiber: Microfiber doesn't need to be as complicated as it's made out to be. In this class you will learn how microfiber works and why it is leading the industry as a best practice when it comes to cleaning all types of surfaces!	<u>F6</u>
Condensing Boilers: Districts will need trained technicians as more of our building are upgraded with condensing boilers. This in-depth class will teach you how to understand the systems and how you can perform regular, required maintenance.	<u>H9</u>
CPR: The same two-hour session will be offered on both days. Attend only 1 of the two-hour sessions.	<u>B4 & C4 & D4</u> <u>F7 & G7 & H7</u>
Custodial Robotic Equipment: The equipment we use in our industry advances with technology's fast pace. This class will look at the most advanced machines on the market today and see where it can be used in our buildings.	<u>G5</u>
Drain Maintenance: Products and techniques to keep your sanitary/storm drains flowing. Equipment to use in case of suspected issues with your drains.	<u>E3</u>
Entryway Matting & Keeping It Clean: Learn ways to keep entryway matting clean.	<u>H3</u>
Fire Extinguisher Basics: Basic inspection, types, and safety of fire extinguishers will be presented.	<u>F3</u>
Fire Inspections- Infractions, Points & Walk-About: If you've ever wondered what the inspector looks for and how your building is scored, then you should attend this session! Your knowledge can help your district be successful. Join an expert and participate in an inspection of the host school building.	<u>B5 & C5</u>
Floor Stripping 101: Hands-on workshop will allow you to review, upgrade and practice the proper processes with correct supplies and give you a chance to use the latest equipment.	<u>F2</u> <u>G1</u>
Floor Stripping, Waxing, and Polishing:	<u>H4</u>

Healthy High-Performance Cleaning: Go beyond appearances- learn to clean for health, safety, and the environment. Proper chemical mixing and proportioning will be discussed.	<u>F1</u> <u>H2</u>
HVAC Preventive Maintenance: The hands-on, in-depth class will have an expert show you how regular maintenance and preventative measures will keep your HVAC system working at its best.	<u>B8 & C8</u>
Irrigation Maintenance: Head outside for this training.	<u>G8</u>
Maintaining Safe Facilities & Grounds: From the insurance company's perspective, discuss the common safety issues seen in various areas of school buildings and grounds and key inspection points. Learn what you can do to help minimize dangers that could lead to insurance claims.	<u>A3</u>
Mechanical Cooling: What are you actually trying to do is the first question you need to ask yourself. How are you going to accomplish this is the next question. Mechanical Cooling is one method we use to accomplish the goal. This method has many variations.	<u>G9</u>
Mechanical Room Familiarity: (class size limited to 20) Go behind the door with an expert and discuss the processes and operations of the invisible systems that keep our school buildings comfortable.	<u>A8</u>
New Cleaner Basics: Mold, Microorganisms & Indoor Air Quality, Body Fluid Clean-Ups, Touch point.	<u>A1 & A2</u>
Next Generation Finish Removals: Become familiar with the next generation of finish removers. These advancements can easily save time and effort when battling a stubborn floor.	<u>H5</u>
No Touch Restroom Cleaning: How utilizing cleaning equipment can cut costs and improve worker productivity, while improving health and appearance of restrooms on a consistent basis.	<u>C3</u>
Preventive Maintenance of Custodial Equipment: Ways to keep equipment in tip-top shape.	<u>F5</u>
Resilient Floors- After the Finish: So, you've finished the restoration of your resilient floors, now what? Learn how to take care of the floors you've worked hard to restore. This class will take you through the steps to keep the shine all school year!	<u>G2</u> <u>H1</u>
Resilient Floor Care: Learn how to take care of Resilient floors using various tools and techniques. We will walk you through how to assess a floor, strip, neutralize, and refinish a floor, and how top scrub and recoats work.	<u>B2</u> <u>C1</u>
Restroom Cleaning: Not all restrooms are created equal. This class will walk through how to routinely clean restrooms big and small. We will go over the best practice tools and how to properly navigate the restroom cleaning process start to finish!	<u>B1</u> <u>C2</u>
Robotic Technology: Head outside for this training.	<u>F8</u>
Rooftop Units: What is a Roof Top Unit? Any Unit on a roof is a Roof Top Unit. What is normally referred to as a Roof Top Unit is actually a Packaged unit.	<u>F9</u>
Shop Talk - What To Do If.: We all work in different school communities (rural, suburban, urban) within our region, but we experience a lot of the same problems and situations. Come together with your peers and share your insights and techniques that have worked for you.	<u>E4</u>
Small Engines & Rotary Mower Preventive Maintenance: Rotary mowers achieving optimal cut appearance. The different types of mowing decks, blade types and drive systems along with safety practices and maintenance checks to get the after-cut appearance you would like to achieve.	<u>D7 & E7</u>

Synthetic Turf- Maintenance: Synthetic turf is easy-care, and it still needs to be maintained for safe use. Learn about the essential elements of synthetic turf systems, the versatility of the "field" and how to keep it performing for the people that use it every day.	<u>A7 & B7</u>
Turf Aerification: Natural turf fields and grass areas require their own special attention to maintain healthy roots. Find out what you can do to keep your green areas lush.	<u>C7</u>
Vandalism Awareness: The attendees of this presentation will learn to be alert to the presence of school violence by understanding graffiti. Graffiti is the first sign of the presence of gang violence. Attendees will also learn the difference between tagger graffiti and gang graffiti.	<u>D6 & E6</u>
Water Damage Response: Empower your team to respond swiftly to water issues, minimizing damage and downtime. Our class is designed to enhance the overall resilience of your facility by teaching best practices for your team to implement before we arrive.	<u>D8 & E8</u>
Wood Floor Finishes: Learn about the different types of wood floor finishes, floor preparations, application methods and their care timelines.	<u>A5</u>
Working Safely: Learn how you can improve your likelihood of avoiding accidents and injuries that cost you and the district.	<u>D5</u>
Your Role in Building Security: This course offers good habits and helpful hints to strengthen building personnel, both day and night shifts, and their daily role in providing a safe & secure building.	<u>E5</u>

Committee Members:

Kenneth Nelson- Rush-Henrietta
 Matthew Della Penna- Genesee Valley BOCES
 Richard Ganino- Caledonia-Mumford
 Jeremy Nardone- Caledonia-Mumford
 Kurt Keller- Greece
 Kevin Maloney- Greece
 James Maxwell- Greece
 Ricky Van Epps- Greece
 James Warner- Greece
 Larry Brien- Brockport
 Mike Menear- Hilton
 Joseph Flansburg- Bloomfield
 Cassie Gratton- Upstate Institute

