
Join us

for this two-day conference!

SCHOOL FACILITIES PERSONNEL CONFERENCE

July 16th & 17th, 2025

**Rush-Henrietta Burger School
639 Erie Station Rd., West Henrietta**

SPONSORED BY:



This conference is for:

- **Maintenance**
- **Cleaner**
- **Custodian**
- **Laborer**
- **Grounds staff**
- **Directors**

Local Training Site:

Thank you Rush- Henrietta Central School District- Burger School for hosting this year's conference!

Registration Fees:

Registration fee includes breakfast & lunch. Districts sending eight (8) 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)!

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 16, 2025 8:30 am - 2:50 pm	Day 2: July 17, 2025 8:30 am - 2:15 pm
8:30 - 9:25 Sign-in, Breakfast, Opening Remarks	8:30 - 9:10 Sign-in & Breakfast
9:35 - 10:20 Session A	9:15 - 10:00 Session F
10:30 - 11:15 Session B	10:15 - 11:00 Session G
11:20 - 12:05 Session C	11:05 - 12:15 Skills Competition
12:15 - 1:00 Lunch	12:15 - 1:00 Lunch
1:15 - 2:00 Session D	1:15 - 2:00 Session D
2:05 - 2:50 Session E	2:05 - 2:15 Closing Remarks & Evaluation

REGISTRATION FEE

TWO DAY Fee: includes breakfast and lunch

\$230.00 per Upstate Institute Member District attendee	\$299.00 per Non-Member District attendee
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ONE DAY Fee: includes breakfast and lunch

\$170.00 per person- discounts and group pricing DO NOT APPLY	
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GROUP PRICING: district sends 8 (or more) participants

\$200.00 per Upstate Institute Member District attendee	\$259.00 per Non-Member District attendee
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CANCELLATION

A written cancellation request to upstateinstitute@wflboces.org must must be received by July 9th to avoid being billed. No-shows will be billed the full registration fee.

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



WAYNE - FINGER LAKES
Board of Cooperative Educational Services

REGISTRATION & TRAINING SESSION SELECTIONS

RETURN BY: July 9, 2025 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 16							Day 2 – Thursday, July 17					
8:30 – 9:25: Sign-in & Breakfast 12:15 – 1:00: Lunch							8:30 – 9:10: Sign-in & Breakfast 12:15 – 1:00: Lunch					
9:20-9:25	[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] 9:15-10:00	[G] 10:15-11:00	11:05-12:15	12:15-1:00	[H] 1:15-2:00	
Welcome & Opening Remarks	New Cleaner (ALL DAY)- Group 1 A, B, C, D, E						F1	G1	Skills Competition Lunch		H1 & H2	
	New Cleaner (ALL DAY)- Group 2 A, B, C, D, E						F2	G2				
	A3	B3	C3	D3 & E3			F3	G3			H3	
	A4	B4 & C4		D4 & E4		G4	F4 & G4				H4	
	A5	B5	C5	D5	E5		F5	G5			H5	
	A6	B6	C6	D6 & E6			F6	G6			H6	
						G7	F7	G7			H7	

Day 1: July 16, 2025

HOT = Hands on Training	A 9:35 – 10:20	B 10:30 – 11:15	C 11:20 – 12:05	12:15-1:00	D 1:15 – 2:00	E 2:05 – 2:50
CLEANER Group 1	Cleaner Basics Mandatory for New Cleaners, but open to all participants Stacie Darbey RM	Carpet Care Charlie Elardo, Corr Distributors RM	Resilient Floor Care Michael Healey, Hillyard RM	Lunch	Restroom Cleaning Corr Distributors RM M/S Boys	Preventive Maintenance of Custodial Equipment Larry Brien RM
CLEANER Group 2	Carpet Care Charlie Elardo, Corr Distributors RM	Cleaner Basics Mandatory for New Cleaners, but open to all participants Stacie Darbey RM	Restroom Cleaning Corr Distributors RM M/S Boys		Resilient Floor Care Michael Healey, Hillyard RM	
CUSTODIAN/ ANYONE	Maintaining Safe Facilities & Grounds Matt DellaPenna, GV BOCES RM	Financial Planning NEW! Jessica Lepore, NYLIFE Securities RM	Terrazzo Care Jim Gi MJA Company RM		Fire Inspections: Infractions, Points & Walk About Stacie Darbey RM	
	Narcan NEW! Patti Schwerthoffer, GV BOCES RM	Water Damage Response Jackie Best, Servpro RM			Vandalism Awareness Kelly Vlavassori, Monroe County Sheriff's Office RM	
	Wood Floor Finishes Warfare RM	Custodial Robotic Equipment Larry Brien RM	Working Safely Stacie Darbey RM		Next Generation Finish Removals Larry Brien RM	Your Role in Building Security Kevin Cross RM
GROUNDS	Sidewalk Maintenance NEW! JP Jaques, GV BOCES RM	Synthetic Turf: Maintenance Justin Silva, Chenango RM	Aerification Raymond Favale, Preferred Seed RM		Playgrounds NEW! Dawn, RM	

Day 2: July 17, 2025

HOT = Hands on Training	F 9:15 – 10:00	G 10:15 – 11:00	11:05-12:15	12:15-1:00	H 1:15 – 2:00
CLEANER Group 1	Healthy High-Performance Cleaning Bill Seaman, Dobmeier RM	Chemical-Free Floor Finish Removal Charlie Elardo, Corr Distributors RM	Skills Competition	Lunch	Mold/Mildew NEW! Stacey Darbey RM
CLEANER Group 2	Chemical- Free Floor Finish Removal Charlie Elardo, Corr Distributors RM	Healthy High-Performance Cleaning Bill Seaman, Dobmeier RM			
CUSTODIAN/ ANYONE	Fire Extinguisher Basics Stacie Darbey RM	Mold/Mildew NEW! Stacey Darbey RM			Financial Planning NEW! Jessica Lepore, NYLIFE Securities RM
	Active Shooter Procedures/ Bomb Threat Awareness Trooper <u>Klewicki</u> , NYSP RM				Chemical-Free Floor Stripping NEW! Jeff Dixon & Steve DeSantos, Rush-Henrietta CSD RM
	Getting the Message Across: Communicating on the Job NEW! Betsy <u>Serapilio</u> , WFL BOCES RM	Shop Talk: What Do You Do If...General Session Conference Planning Committee RM			Shop Talk: What Do You Do If...Supervising Issues- NEW Conference Planning Committee RM
GROUNDS	Robotic Technology Mike Baum, Brodner Equipment & Geoff Robeson, MTE Equipment Solutions Outside- Front entrance by flagpole	Irrigation Maintenance Scott, Site One RM			Athletic Field Lining & Painting- NEW! Tim Thomas, Pioneer Outside [All Grass]
MAINTENANCE	Toilet Removal & Repair NEW! HOT Ken Kramarz RM	Automated Building Systems for Comfort, Safety & Security Bill Clark, Day Automation RM			Condensing Boilers HOT Joe Pennise & Daryl Maciuska, RP Fedder RM Boiler

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>
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>C6</u>
Athletic Field Lining & Painting	<u>H6</u>
Automated Building Systems for Comfort, Safety & Security: Overview of most recent technology in energy management and security systems. Course will include discussions of how systems can make your buildings comfortable while managing energy use, as well as safe and secure.	<u>G7</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>A2</u> <u>B1</u>
Chemical- Free Floor Finish Removal	<u>F2</u> <u>G1</u>
Chemical- Free Floor Stripping	<u>H4</u>
Cleaner Basics: Microorganisms & Indoor Air Quality, Body Fluid Clean-Ups, Touch point.	<u>A1</u> <u>B2</u>
Getting the Message Across: Communicating on the Job In this session, we'll look at different ways people communicate and how to work better with teammates who may have a different style than yours. You'll learn simple, practical tips to help avoid misunderstandings and make tough conversations easier. Whether you're giving updates, asking for help, or solving problems, clear communication can make the job smoother for everyone.	<u>F5</u>
Condensing Boilers	<u>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>B5</u>
Financial Planning: all things retirement and financial planning.	<u>B3</u> <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>D3 & E3</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>G2</u>
Irrigation Maintenance	<u>G6</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>
Mold/Mildew	<u>G3</u> <u>H1 & H2</u>
Narcan Training	<u>A4</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>D5</u>
Preventive Maintenance of Custodial Equipment: Ways to keep equipment in tip-top shape.	<u>E1 & E2</u>
Playgrounds	<u>D6 & E6</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>C1</u> <u>D2</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>C2</u> <u>D1</u>
Robotic Technology: Head outside for this session.	<u>F6</u>
Shop Talk - What To Do If...General Session: 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>G5</u>
Shop Talk - What To Do If...Supervising Issues	<u>H5</u>
Sidewalk Maintenance	<u>A6</u>
Synthetic Turf- Maintenance: Synthetic turf is easy-care, but 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>B6</u>
Terrazo Care	<u>C3</u>
Toilet Removal & Repair	<u>F7</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>D4 & E4</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>B4 & C4</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>C5</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>

