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Office of Facilities Planning

U.S. DEPARTMENT OF EDUCATION



DATE: October 10, 2013

TO: All Public and Non-Public Schools

RE: 2014 NYS Green Ribbon Schools
Free 1-hour LIVE WEBINAR

Join us on Thursday, October 31st at 10:00 am EDT for a complimentary 1-hour live WEBINAR about the New York State Green Ribbon Schools program and application process.

Presenters: NYSERDA - Rosanne T. Groff, RA, LEED BD&C
NYSDEC - Todd R. Crawford
NYSDOH - Thomas Shimalla
NYSERDA - Michelle M. Fiano

Topics: Learn about the history of the US ED Green Ribbon Schools program and learn about taking a comprehensive approach to greening your school

Learn how to navigate the NYS Green Ribbon Schools program web site

- *What you need to know to complete and submit the NYS-GRS application*
- *The NYS-GRS application review process*
- *An overview of how the 3 Pillars of the application are scored*

Learn what other NYS schools have accomplished to become ED-GRS Honorees

Host: Rachel Breidster

Date: Thursday, October 31, 2013

Time: 10:00 am, Eastern Daylight Time (New York, GMT-04:00)

Session number: 715 591 727

Session password: green2013

To join the training session

1. Go to

<https://nysdoh.webex.com/nysdoh/k2/j.php?ED=247741402&UID=0&HMAC=4d6813cad54f019ee8fece75ea32e02e5b15641a&RT=MIMxMQ%3D%3D>.

2. Enter your name and email address (or registration ID).

3. Enter the session password: green2013

4. Click "Join Now".

5. Follow the instructions that appear on your screen.

NOTE: In order to join this webinar you will need a computer with an internet connection and a telephone.

To view in other time zones or languages, please click the link

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To join the teleconference only

(866) 394-2346

Conference code:4317593910

For assistance

You can contact Rachel Breidster at:

rbreidster@albany.edu

518 402 0330

To update this session to your calendar program (for example Microsoft Outlook), click this link:

<https://nysdoh.webex.com/nysdoh/k2/j.php?AT=down&ED=247741402&EF=EMA&UID=0&SHA2=dikW6kRaXxE3FpR14pk9EQhRQqJfKrRBTnW47dy7k6U%3D&RT=MIMxMQ%3D%3D>

<http://www.webex.com>

We recommend that participants check to make sure you are able to access WebEx on your computer prior to the day of the session by doing the following:

You can install WebEx Training Manager in advance of the training by visiting nysdoh.webex.com.

1. Make sure the Training Center Tab is selected on top of the screen.
2. Select Set Up > Training Manager in the navigation menu on the left of the screen.
3. Click the Set-Up button on the right side of the screen.
4. If you get a message to Install Active X, please do so.

This entire set up usually takes no more than 1-3 minutes. However on very rare occasions it may take longer, or require assistance of your IT department staff. You will want to install the WebEx Training Manager on the computer you intend to use for the training.