



## Full Schedule

### Sunday, June 9

Holiday Inn & Suites Atlanta Airport-North

4:00 - 5:30 pm

*Registration*

5:30 - 6:15 pm

*Reception*

6:15 - 8:00 pm

#### **Dinner & Opening Program, "The MISBO HR Hour: When to Call Your Attorney"**

Join our host, Genie Tanner, as she and guest attorney Jon Harris answer your questions about the right time to call your attorney! We will review some of the most common scenarios and, of course, take questions from the audience!

**Genie Tanner**, Human Resources Director, University School of Nashville

**Jonathan O. Harris**, Office Managing Shareholder, Ogletree, Deakins, Nash, Smoak & Stewart, P.C.



## Monday, June 10

Woodward Academy

8:30 am *Bus to Woodward Academy*

8:30 - 9:00 am *Registration*

9:00 - 9:15 am *Welcome*

9:15 - 10:30 am

### Creating an Engaging Workplace

The workplace is changing: employee engagement is low, many organizations are failing to attract and retain a talented workforce, and people want more from their job than ever before – they want to develop and find purpose in their work. This session explores the foundation of employee engagement, including understanding, measuring, and creating engagement. You will learn how managers and teams build and maintain high levels of engagement through Gallup’s extensive, ongoing research.

**Robert Gabsa**, Workplace Consultant, Gallup

10:30 - 10:45 am

*Break*

10:45 - 11:45 am

### Fiduciary Fitness: How to Run A Successful 403(b) Retirement Plan Program

The Fiduciary Fitness Program is a presentation that speaks to human resources professionals and financial officers regarding their fiduciary duties associated with running a successful 403(b) retirement program. In this session we will cover who is a fiduciary and what their responsibilities and liabilities are, selecting and monitoring investments and service providers, fees and expenses, as well as strategies to minimize risk.

**Jack Thompson**, Vice President, J. Smith Lanier & Co.

11:45 am - 12:45 pm

*Lunch*

12:45 - 1:45 pm

### The Top Five HR Claims Brought Against Independent Schools and How to Avoid Them

Although there are some employment law issues that independent schools are likely to encounter on a yearly basis (such as FMLA and wage/hour issues) there are also timely and unique issues that are on the legal cusp and will certainly be encountered, perhaps for the first time, during the school year (such as transgender issues and unique mental health issues). It is imperative that school leaders have an understanding of how to address such issues from a legal perspective. In this session we will explore five of the most difficult issues schools are likely to encounter during the school year and provide an action plan for dealing with each of those issues.

**Jennifer Sandberg**, Partner, Fisher Phillips

1:45 - 2:00 pm

*Break*



## Monday, June 10

Woodward Academy

2:00 - 3:00 pm

### Getting the Most from Your Benefits Broker

Are you getting the help you need with managing your benefits program? Join us for an in-depth discussion outlining the most important factors that should be included in your employee benefits program and the ways your broker can be most useful in developing and leveraging these tools.

**Iris Goodson**, Director of Human Resources, Atlanta Speech School

**Michelle Sullivan**, Senior Vice President, USI Insurance Services

**Lisi Hahnenberg**, Assistant Vice President & Sr. Account Executive, USI Insurance Services

3:00 - 3:15 pm

*Break*

3:15 - 4:15 pm

### Stay Interviews: How to Impact Employee Retention in a Positive Way

For years, organizations have struggled to better engage and retain their best employees. The stay interview is an easy-to-use tool that helps you uncover, anticipate, and resolve issues and concerns before your best employees leave. Stay interviews also outperform an employee survey because they deliver information that can be used immediately, provide practical insights for engaging and retaining top performers, and provide leaders with a reliable process for developing individual stay plans. Learn as we walk through the stay interview process developed by top consultants Richard Finnegan and Beverly Kaye.

**Kathleen Cole**, Director of Human Resources, The Children's School

**Mamie Hodnett**, Director of Human Resources, The Lovett School

4:20 pm

*Bus to Hotel*

5:30 - 6:30 pm

*Informal Happy Hour at Hotel Bar*

*Dinner on Your Own*



## Tuesday, June 11

Woodward Academy

8:30 am

*Bus to Woodward Academy*

9:00 - 10:00 am

### Culture Meets Compliance

Hear from the authors of NBOA's recent publication, *Culture Meets Compliance*. This session will provide a guided tour of the hands-on guide to conducting a self-study in the key areas of human resources compliance, including employee classifications, leave and accommodations, performance management, employee handbooks, I-9 compliance, and more. Learn how to review your school's policies and procedures and bring them into alignment with federal requirements and standards of best practice.

**Heather J. Broadwater**, Partner, Potomac Law Group, PLLC

**Grace H. Lee**, Vice President, Legal Affairs, NBOA

10:00 - 10:45 am

### Crossfire Session

This session will engage all attendees by posing questions surrounding emerging issues affecting independent schools. The HR Intensive faculty, along with fellow attendees, will answer these questions and discuss possible solutions. Come share your challenges along with your knowledge, and learn together!

10:45 - 11:00 am

*Break*

11:00 am - 12:00 pm

### Finding the Gold in Your HR Filing Cabinet

No school is perfect when it comes to hiring and talent quality, but a wealth of wisdom can be gained and improvements made by learning from your HR history. In light of the impact of our employment decisions on children and communities, we have a responsibility to go beyond "educated guesses" to being genuine experts on strategic talent recruitment and development. The best schools are consistently able to recruit and retain the best teachers, and this session is designed to help you continuously advance your strategic human resources capabilities.

**Scott E. Barron**, Founder & CEO, School Growth

12:00 - 12:15 pm

*Wrap Up / Grab & Go Lunch*

12:30 pm

*Transportation Provided to Hotel & Airport*

*Best to book flights departing after 2:30 pm*