

Session Titles and Descriptions
AASPA Personnel Administrator Boot Camp
June 24-25, 2021 – Westin Denver International Airport Hotel, Denver, CO

Advanced Investigations: Managing Risk and Organizational Politics in School HR Investigations – Sustainability & Risk Management

Presented by Jonathan P. Fero, Attorney, Semple, Farrington, Everall & Case, P.C., Denver, CO

Description coming soon!

Basic Employee and Workplace Investigations – Sustainability & Risk Management

Presented by Norma Gonzales, Assistant Superintendent of Human Resources, Contra Costa County Office of Education, Pleasant Hill, CA

This presentation will share the benefits of an effective workplace investigation, provide steps to a successful investigation and discuss common investigation mistakes and how to avoid them. Information will be shared on how to investigate common workplace problems and general steps to take from start to finish in the process.

Beyond Diversity: Equity and Inclusion – Strategic Alignment / Organizational Culture

Presented by Kevin Walton, HR Specialist / MTR Coordinator, Area Cooperative Educational Services, North Haven, CT

We will explore why Diversity, Equity & Inclusion is important and how districts can improve everything from culture to test scores by making Diversity, Equity & Inclusion a part of their district strategy.

Does your school discriminate on the basis of sex? What you need to know about Title IX – Sustainability & Risk Management

Presented by Will Trachman, Associate General Counsel, Mountain States Legal Foundation, Lakewood, CO

If an accusation of sexual harassment occurs at your school, do you know what your responsibilities are? And do you know what rights the accused student or teacher has? In 2020, the Department of Education issued historic regulations that finally enshrined protections against sexual harassment into federal law. The regulations also codified robust procedures for both parties as the accusation is investigated and adjudicated. The Biden Administration has pledged to re-evaluate these regulations, and announced that it expects to modify them. So where do we stand now, and where are we headed? And while we're talking about Title IX, is your school's Girls Leadership program illegal?

The Employee Handbook - What are the basics and why do you need one? – Sustainability & Risk Management

Presented by Dr. Sara Skretta, PHR, Certification Officer, College of Education & Human Sciences - University of Nebraska, Lincoln, NE

Join me to discuss the importance of the employee handbook to the success of your district, your employees, and your HR department. We'll review basic elements of an effective employee handbook, training for your leaders, and tips to minimize your liability.

The Family and Medical Leave Act: Best Practices in FMLA Administration – Sustainability & Risk Management

Presented by Richard F. Verstegen, Attorney, Boardman & Clark LLP, Madison, WI

Throughout the COVID-19 pandemic, there have been various laws enacted and proposed to provide various leave for employees. However, one constant law related to leave is the Family and Medical Leave Act (FMLA), which provides covered employees the right to take unpaid leave for medical or other family obligations. There have been many questions about the application of this law during the pandemic, which has prompted the Department of Labor to issue guidance on this law. This presentation will address some of the important questions raised during the pandemic about the FMLA and will also provide important information on administering FMLA, including issues related to notices, medical certification and intermittent leave.

FLSA Update: Navigating Wage and Hour Issues in 2021 – Sustainability & Risk Management

Presented by Richard F. Verstegen, Attorney, Boardman & Clark LLP, Madison, WI

During the COVID-19 pandemic, there have been many questions raised by school districts related to compliance with wage and hour issues. The questions include issues related to overtime, hours worked and exemptions. The Department of Labor has been issuing guidance on these issues, including a question-and-answer document on the Fair Labor Standards Act. In addition, with the new Biden Administration, there have been changes in interpretations on the law, including a recent change to the independent contractor law. This presentation will provide an overview of the law and an update on many of the changes to ensure that your district stays legally compliant with the FLSA and wage and hour laws.

How to Overcome Implicit Bias in Hiring – Sourcing & Recruiting

Presented by Dr. Cheryl Butts, Executive Director of Human Resources, Taunton Public Schools, Taunton, MA

Unconscious Bias or Implicit Bias exists even if we are actively encouraging more diversity in our hiring process. In this session, we will attempt to understand where our biases come from and how they affect everyday decisions in recruitment. We will also share some tools and processes that will help hiring managers recognize and reduce their bias and blind spots and build awareness, thus thinking more consciously when making hiring decisions.

HR 101: First Things First – Sourcing & Recruiting

Presented by Kevin Mills, Human Resource Director, North Platte Public Schools, North Platte, NE

What to Expect in the 1st year and What I did Not Expect! First and foremost, remember the HUMAN side of HR! We all follow board policy but the most successful HR person takes into consideration the HUMAN side of the job. This aspect can be lost in the first year!

National Update on the Teacher Shortage and Vision Planning for the Future – Sourcing & Recruiting

Presented by Kelly Coash-Johnson, Executive Director, American Association of School Personnel Administrators, Overland Park, KS

Join Kelly Coash-Johnson as she shares what AASPA has been tracking with regards to the national teacher shortage. Learn what is going on in some key states good and bad. Kelly will share some key strategies districts and K12 HR teams can use to improve their recruitment and retention. Learn how to develop your own HR vision and utilize it best to reach a more diverse audience.

Employment Law Jeopardy: Laws Every HR Professional Should Know – Sustainability & Risk Management

Presented by Tanisha Holland, Equity & Employee Relations Administrator, Prince William County Public Schools, Manassas, VA

Employment law isn't a place where you can afford to take a trial-and-error, learn-as-you-go approach. The risks are too high! In this engaging and interactive session, we will discuss the basic common laws governing the employer-employee relationship in the United States. The employment laws we discuss together will keep you in legally safe territory when making personnel decisions and interacting with employees within your school districts.

Recruiting 101: Recruiting and Hiring Basics – Sourcing & Recruiting

Presented by Brian White, Executive Director of HR & Operations, Auburn-Washburn USD 437, Topeka, KS

Join us as we discuss the basics of recruiting and hiring in a school district. We will provide an overview of the stages and steps necessary to successfully hire talent for your district. In addition, we will discuss job fairs and online recruiting.

Social Media, Student Discipline and Employee Oversight

Presented by Igor Raykin, Attorney, Kishinevsky & Raykin, Attorneys at Law, Aurora, CO

The focus of the presentation will be twofold. One, it will examine the *Mahanoy Area School District v. B.L.D* case that is currently before the Supreme Court, which is grappling with the issue of how much authority schools have to discipline students for comments on social media. Two, it will address the rights that administrators have to discipline teachers and other employees for social media posts.

Talent Management: Worth the Investment – Performance Management

Presented by Dr. Sara Skretta, PHR, Certification Officer, College of Education & Human Sciences - University of Nebraska, Lincoln, NE

People are your most valuable asset. This session will provide an overview as well as detailed strategies to manage employee evaluation systems, provide effective training for supervisors, and educate employees on expectations. Investing the time and resources in managing talent, will lead to maximizing employee potential and avoid the cost of moving to employee discipline.

What You Permit You Promote – Performance Management

Presented by Dr. Larry Reznicek, Human Resources Manager, Campbell County School District #1, Gillette, WY

A look at the dos and don'ts of employee discipline. This session will cover work-related performance that fails to satisfactorily meet job requirements. We will cover discipline requirements for educational support personnel, certified staff members, and administrators. This session will also cover the basics of documenting performance.

Your HR Brand – Human Resource Branding

Presented by Brian White, Executive Director of HR & Operations, Auburn-Washburn USD 437, Topeka, KS

Your district's brand directly affects recruiting, employee engagement, and retention. Learn how to assess your brand, build a plan, and make a positive impact to attracting and retaining talent.