

Session Titles and Descriptions
AASPA Personnel Administrator Boot Camp
June 23-24, 2022 – JW Marriott Mall of America Hotel, Minneapolis, MN

Back to Basics: The FMLA in a (mostly) Post-COVID World - Risk Management: Talent Development

Presented by Frank Langan, Associate Attorney, Ratwik, Roszak & Maloney P.A., St. Paul, MN

As we (hopefully) move beyond the height of the COVID-19 pandemic, the summer of 2022 is an excellent time for schools to revisit their obligations under the Family Medical Leave Act. In addition to reviewing the requirements of the law, this presentation will specifically address what has (and has not) changed in the FMLA since early 2020, including recent court decisions, as well as the interplay and contrasts between the FMLA and the Americans with Disabilities Act.

Building a Teacher Mentoring Program: How All Parts of the System Affect How We Mentor Teachers - Experience Management: Talent Development

Presented by Jodie Graham, Director of Human Resources, Ankeny Community School District, Ankeny, IA

In an era where teacher shortages are haunting, recruiting, hiring and retaining teachers is tremendously critical. We recently revamped our teacher mentoring program, critically examining how multiple parts of our system impact mentoring. This session will share elements that we examined and questions for you to think about as you analyze the effectiveness of your teacher mentoring program.

Closing the Barn Door Before the Horse Bolts: Responding to High Stress Title IX Complaints - Risk Management: Talent Development

Presented by Frank Langan, Associate Attorney, Ratwik, Roszak & Maloney P.A., St. Paul, MN

We all understand that every complaint of sexual harassment must be taken seriously. Some complaints, however, involve high-stress factors like concurrent law enforcement investigations, parent complaints raised at school board meetings, or allegations involving personnel who would normally be part of your Title IX response team. These additional stressors can trip up even experienced school personnel. This presentation will address appropriate staff responses to Title IX complaints with particularly distracting facts, as well as best practices for responding when a complaint has been missed, or has not been handled perfectly on the first try. Come for a refresher course on the Title IX grievance process refresher, stay for a discussion of all the different unanticipated scenarios that have arisen in the two years since the current Title IX regulations took effect.

Employee Engagement - Make it Personal - Experience Management: Total Rewards

Presented by Dr. Enid Schonewise, Director of Human Resources, Westside Community Schools, Waconia, MN

Employee Engagement is essential but one size does not fit all. Learn ways to create a customized employee program to fit your employee's needs.

Engaging your Staff to Increase Retention - Experience Management: Talent Development

Presented by Dr. Randy Davis, Chief Human Resource Officer, Carrollton-Farmers Branch ISD, Carrollton, TX

Where are all your teachings going? Why is there flight in certain buildings and not in others? Is it the leadership, culture, or something else undefined? This session will discuss one district's strategies to increase retention, not only with teachers but also the support staff and administration.

FLSA Update: Navigating Wage and Hour Issues in 2022 - Risk Management: Talent Development

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

Wage and hour issues continue to present challenges within school districts. The pandemic raised many questions related to compliance with wage and hour issues, including questions related to overtime, hours worked and exemptions. The Department of Labor issued guidance on these issues, including challenges with remote working by employees. With the Biden Administration, there have been changes in interpretations of the law and considerations of changes to the minimum wage and overtime exemptions. This presentation will provide an overview of the law, scenario discussions, and an update on many of the changes to ensure that your district stays legally compliant with the FLSA and wage and hour laws.

HR 101: How to Build Processes & Procedures for Your HR Department - Strategy: Talent Acquisition

Presented by Jodie Graham, Director of Human Resources, Ankeny Community School District, Ankeny, IA

Processes & procedures may be the love language of most HR directors. And, critical for your survival in the HR world. This session will share sample Standard Operating Procedures (SOP's), guideline documents, tools and resources to help you get started in building processes for your own department. This session will include a time to help you brainstorm processes you need in your department to kick off SY 22-23.

Investigations of Alleged Employee Misconduct - Risk Management: Talent Development

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

Allegations of employee misconduct trigger investigation processes. Human resources administrators often play an important role in guiding the process and assuring that all political, procedural, and legal principles are taken into account. This role can be challenging, especially considering the various policies that may be triggered depending on the type of misconduct involved. This presentation will provide an overview of the investigation process, scenario discussions, and related considerations such as law enforcement involvement, child abuse reporting, records creation, and other issues.

Managing Performance in Your District through Crucial Conversations - Process Management: Talent Development

Presented by Dr. Randy Davis, Chief Human Resource Officer and Gerardo Martinez, Director of Human Resources, Carrollton-Farmers Branch ISD, Carrollton, TX

This session will focus on coaching your administration on having critical conversations with your employees. Whether drawing attention to bad behavior(s) or letting someone go, having the conversation involves more than that meeting. We will discuss meeting preparation, document review, the conversation with the employee and the follow-through that can better prepare your district should an employee or former employee push back. This session will be interactive.

Onboarding is More than Orientation - Strategy: Talent Development

Presented by Dr. Chad Teague, Chief Human Resource Officer, McKinney ISD, McKinney, TX

One of the key factors in retaining quality employees is building relationships and this starts with onboarding. This interactive presentation will walk participants through the onboarding process from the recommendation to hire to the orientation to the mentoring programs needed to retain the best teachers and employees.

Overview of Federal Laws - Risk Management: Talent Development

Presented by Robert Schindler

Description Coming Soon!

If You Don't Have Anything Nice to Say, Just Post About It: Legal Issues Surrounding School Employees' Social Media and Off Campus Speech - Risk Management: Talent Development

Presented by Kaylynn Johnson, Associate Attorney & Christian Shafer, Shareholder, Ratwik, Roszak & Maloney P.A., St. Paul, MN

If You Don't Have Anything Nice to Say, Just Post About It: Legal Issues Surrounding School Employees' Social Media and Off Campus Speech

As the school year comes to a close, the presence of social media inside and outside the classroom has raised a substantial number of First Amendment concerns. This session will serve as a refresher of First Amendment topics, as well as directly address new social media implications as school districts learn to navigate these continuous changes.

Teacher Shortage Strategies - Strategy: Talent Acquisition

Presented by Kelly Coash-Johnson, Executive Director, AASPA, 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.

The Basics of Employee Discipline - Risk Management: Talent Development

Presented by Robert Schindler

Description Coming Soon!

Utilizing a Director for Recruitment and Retention - Strategy: Talent Acquisition

Presented by Dr. Chad Teague, Chief Human Resource Officer, McKinney ISD, McKinney, TX

Teachers are leaving the profession at a greater rate and fewer people are entering the profession emphasizing the importance of recruitment and retention in education. McKinney ISD created a Director for Recruitment and Retention to meet these needs. This presentation will identify the benefits and challenges associated with the position whose prime focus is recruitment, mentoring, and acknowledgements.