

Tentative Agenda
 AASPA's Personnel Administrator Boot Camp
 June 24-25, 2021 – The Westin Denver International Airport
 Denver, CO

THURSDAY, JUNE 24	BASIC TRAINING	ADVANCED MANEUVERS
07:30 am – 08:00 am	Continental Breakfast & Registration <i>Badges sponsored by EDUStaff</i> <i>Bags sponsored by ESS/Proximity Learning</i>	
08:00 am – 08:15 am	Welcome & Introductions <i>Kelly Coash-Johnson, Executive Director, AASPA</i>	
08:15 am – 09:30 am	National Update on the Teacher Shortage – <i>Kelly Coash-Johnson</i>	
09:30 am – 10:45 am	HR 101: First Things First! – <i>Kevin Mills</i>	Advanced Investigations: Managing Risk & Organizational Politics in School HR Investigations – <i>Jonathan Fero</i>
10:45 am – 11:00 am	Networking Break – Sponsored by PowerSchool	
11:00 am – 12:00 pm	Overview of Federal Laws – <i>Tanisha Holland</i>	FLSA - <i>Richard Verstegen</i>
12:00 pm – 01:00 pm	Networking Lunch	
01:00 pm – 02:00 pm	Employee Handbooks – <i>Dr. Sara Skretta</i>	How to Overcome Implicit Bias in Hiring – <i>Dr. Cheryl Butts</i>
02:00 pm – 03:15 pm	Recruiting 101: Recruiting and Hiring Basics – <i>Brian White</i>	What You Need to Know about Title IX – <i>Will Trachman</i>
03:15 pm – 03:30 pm	Networking Break – Sponsored by EDUStaff	
03:30 pm – 04:30 pm	The Basics of Employee Discipline – <i>Dr. Larry Reznicek</i>	Talent Management: Worth the Investment – <i>Dr. Sara Skretta</i>
04:30 pm – 06:00 pm	Networking Reception	
FRIDAY, JUNE 25	BASIC TRAINING	ADVANCED MANEUVERS
08:00 am – 08:30 am	Breakfast & Registration	
08:30 am – 09:30 am	Beyond Diversity: Equity and Inclusion – <i>Kevin Walton</i>	
09:30 am – 09:45 am	Networking Break	
09:45 am – 11:00 am	Basic Employee and Workplace Investigations – <i>Norma Gonzales</i>	The Family & Medical Leave Act: Best Practices in FMLA – <i>Richard Verstegen</i>
11:00 am – 11:15 am	Networking Break – Sponsored by Frontline Education	
11:15 am – 12:30 pm	Sponsor Presentations 11:15 – 11:30 EDUStaff 11:30 – 11:45 PowerSchool 11:45 – 12:00 ESS/Proximity Learning 12:15 – 12:30 pHCLE Update	
12:30 pm – 01:30 pm	Networking Lunch	
01:30 pm – 02:45 pm	Branding Your HR Department – <i>Brian White</i>	Social Media & the Internet – <i>Igor Raykin</i>
02:45 pm – 03:00 pm	Wrap Up & Evaluation <i>Kelly Coash-Johnson, Executive Director, AASPA</i>	