

IASPA THIS WEEK



September 2, 2025 [IASPA.org](https://iaspa.org)

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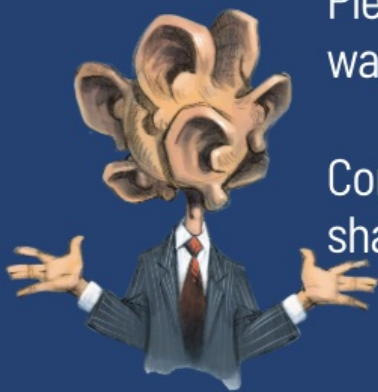
IASPA: We support the Human Resources professionals that support our schools

IASPA Represented At Congressional Roundtable

Dr. Kim Chambers, IASPA Executive Director, and Dr. Dale Fisher, IASPA Director of Operations, represented the Association at a Roundtable with Congressman Brad Schneider (D-IL-10) on August 27. The Roundtable, co-hosted by Foresight Law + Policy and the American Association of School Personnel Administrators, discussed the [Teachers Are Leaders Act](#). The Chicago Tribune covered the event.



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UNLOCKING AI

4 PART SERIES

OPEN FOR REGISTRATION

4
SEP

Understanding Ai: What It Is, Why It Matters, and Where to Begin

Begin with an overview of AI, top tools, and steps
to get started with confidence.

2
OCT

Prompting with Purpose: How to Get Better Results from AI Tools

Learn how to write prompts that get useful,
accurate, and relevant results.

10
OCT

Using AI for Workflow Automation and Emerging Solutions

Discover everyday tasks that AI can automate
and new tools becoming available.

13
NOV

AI with Intention: Ethics, Bias, Security, and Responsible Rollout

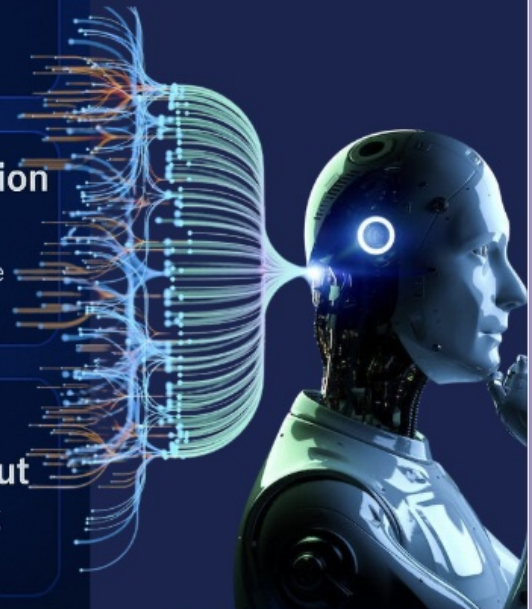
Gain frameworks to guide thoughtful planning
and safe implementation in schools and HR.

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ALL DISTRICT
OFFICE
PROCESSES**



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Registration >>>>

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THIS MONTH HR Essentials

Administrator Academy

Admin Academy:
Essentials of
School HR
Room 256

This course provides HR Administrators with information about the key responsibilities of the Human Resources role and the essentials of the work of the HR Office. The presenter will cover the various standards an administrator needs to be aware of in the management of human resources and operational procedures.

Dr. Kimberly Chambers (Executive Director, IASPA)

Breakout Session #1

Skyward Q Tips and
Tricks

Room 260

Unlock the full potential of Skyward Q! This session will equip school HR professionals and administrators with time-saving shortcuts, hidden features, and practical strategies to streamline your daily work. Whether you're a Skyward rookie or a seasoned user, you'll leave with actionable tips to boost efficiency and reduce frustration.

Kim Nordvall & Brian Watkins

Efficiencies in the HR
Office

Room 261

Ready to work smarter, not harder? This session will explore practical tools, streamlined processes, and technology solutions to help HR professionals reduce paperwork, improve communication, and create smoother workflows. Walk away with ideas you can implement immediately to maximize productivity and minimize stress in your HR office.

Bridget Bryant

Beyond Day One:
Building Lasting
Employee
Connections

Room 265

The hiring paperwork may be done, but the relationship is just getting started. This session explores how HR professionals can meaningfully engage with staff beyond the onboarding process. From touchpoints to traditions, learn strategies to foster lasting relationships, build trust, and keep employees feeling seen, heard, and valued!

Jen Ng & David Bruno

IMRF: The Glass Half
Full

Ballroom

This session is designed for active IMRF members who want to gain a clearer picture of their retirement and benefit options. Learn how to qualify for a Tier 1 or Tier 2 pension, how pensions are calculated, and what benefits (including disability, death, and Voluntary Additional Contributions) are available to you. Whether you're early in your career or planning ahead, this presentation will help you see your IMRF glass as half full — and filling fast!

Rebecca Alanis

Breakout Session #2

TRS for HR Manager Room 260

This session will provide HR managers with essential information about the Teachers' Retirement System (TRS) of Illinois. Learn key processes, timelines, and compliance requirements to effectively support your employees and avoid common pitfalls. Whether you're new to TRS or looking for a refresher, this session will equip you with practical knowledge and tools to navigate TRS with confidence.
Sandie Benhardt

Work It With Workflows Room 261

Tired of chasing paperwork and manual tasks? This session will show you how to leverage workflows to automate, organize, and simplify your HR office operations. Discover how smarter systems can save you time, reduce errors, and help your team stay focused on what matters most. Get ready to "work it" – and leave with actionable ideas to bring new efficiency to your daily processes!
Mel Fisher & Chrissie Popper

Legal Updates Room 265

Stay ahead of the curve with the latest legal developments impacting school HR. This session will cover recent legislative changes, emerging compliance requirements, and key cases that could affect your policies and practices. Walk away with actionable insights to keep your district aligned with current laws and best practices.
Laura Knittle and Susan Best

IMRF: The Glass Half Full Ballroom

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Rebecca Alanis

Breakout Session #3

Skyward Q Tips and
Tricks
Room 260

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Kim Nordvall & Brian Watkins

Perks Without The Price
Tag
Room 261

Learn how this powerful tool helps attract and retain high-quality employees, enhancing your district's benefits package. Employer contributions into this plan are not credible earnings for TRS. This money can be used for any qualified medical expenses after you leave the district, regardless of age. This is the least expensive dollar of benefit you can provide your employees providing tax free benefits.

Debby Karton (NPPFA)

FMLA 1.0: A Beginner's
Guide to Leave, Law
and Letters
Room 265

New to navigating FMLA? This session is your roadmap to understanding the basics of the Family and Medical Leave Act. We'll cover eligibility, required documentation, communication do's and don'ts, and key compliance points to help HR professionals manage leave requests with confidence. Walk away with tools and templates to take the guesswork out of FMLA administration.

Barb Erickson

Compliance Audits-
ROE
Ballroom

Compliance audits don't have to be stressful! Join this session to gain a clear understanding of what your Regional Office of Education (ROE) looks for during an audit, how to prepare your documentation, and best practices to stay organized year-round. Walk away with practical tips to build confidence and ensure your next audit goes smoothly.

Panel (Needs to be updated)

Breakout Session #4

Using AI in the HR Office
Room 260

Curious about how artificial intelligence can support your HR work? This session explores practical ways AI tools can streamline processes, improve efficiency, and reduce administrative burdens in school HR offices. From drafting documents to organizing data, discover how AI can become your new favorite assistant – without replacing the human touch that makes HR meaningful

Dale Fisher

Efficiencies in the HR Office
Room 261

Ready to work smarter, not harder? This session will explore practical tools, streamlined processes, and technology solutions to help HR professionals reduce paperwork, improve communication, and create smoother workflows. Walk away with ideas you can implement immediately to maximize productivity and minimize stress in your HR office.

Bridget Bryant

FMLA 2.0: When Things Get Complicated
Room 265

Already know the FMLA basics? This session dives into the tricky situations that can leave even experienced HR professionals scratching their heads. We'll tackle intermittent leave, overlapping laws (like ADA and workers' comp), medical certifications, and handling leave abuse concerns. Get practical strategies to navigate complex scenarios while keeping your district compliant and fair.

Barb Erickson

Background Check Says What?
Room 256

Background checks are more than just a box to check – they're critical to ensuring a safe, compliant school environment. This session will break down what HR professionals need to know about background screening requirements, interpreting results, and avoiding common pitfalls in the hiring process. Leave with practical tips to protect your district and make informed decisions when that background check says what?!

Luis Rodriguez and Natacia Campbell (Add Titles)

Registrations NOW OPEN > >
> > > > > > > > >

HR Essentials Registration

In case you missed the **Admin Academy Catalog** (sent out last week), below is the link to the full calendar.



IASPA
Events
Catalog



Are you interested in becoming more involved in IASPA?

You may consider running for a Board position. This year's open positions include:

****President-Elect** **Secretary** **Member-At-Large****

If you are interested in any of these Board positions, please submit a [Nominations Form](#). Forms are due by **September 12, 2025**. If there are multiple candidates interested in a position an election will be held in November 2025. New Board Members will take office at the IASPA Annual Conference in January 2026. Current IASPA Professional Members may hold office and have Association voting privileges.

Questions may be directed to the IASPA Nominations Chairperson, [Ed Piotrowski](#).

IASPA SCHOOL HR TASK CALENDAR



After reviewing the items on the **IASPA School HR Task Calendar**, if there are any topics or items that you feel we are missing, which are NOT district specific, please submit them here. Thank you for your help and attention.

Calendar Feedback
Survey

How to get a new task added;

- Complete short survey
- Submit

Then the IASPA Executive staff will review the submissions and make edits for future calendars.

IASPA

WEBINAR

Wednesdays



**FOR COMPLETE
MENU
DETAILS &
REGISTRATION
ON ALL SESSIONS**

Registration & Details

**NEXT
UP**

Topic:

WW: Support Staff Mentoring,
2025

When:

Wednesday, September 10, 2025

Who:

Marci Conlin, Asst Supt of HR,
SD303

& Kristina Marbutt, Admin Asst -
Principal/SCESP President,
SD303

AASPA's 87th Annual Conference

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live from Nashville

OCTOBER 7 - 10, 2025



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JOB BOARD

IASPA CONNECT TOP TOPICS



- TCN Number Systemic Error
- Classroom Pets
- IEP student population and
paraprofessional counts

Check out & join more conversations [HERE](#)



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