

ILLINOIS ASSOCIATION OF SCHOOL PERSONNEL ADMINISTRATORS

IASPA This Week

JANUARY 16, 2024

IASPA.ORG



IASPA
Illinois Association of School
Personnel Administrators

The home of Human Resource
Professionals in the Illinois K-12
education system.

Join Today!

So many amazing HR Leaders have registered for the Annual
Conference so far!

Don't miss out on the opportunity for enriching PD and
networking with colleagues!

Click Here for a Detailed Agenda!

IASPA Annual Conference Registration!

IASPA ADMIN
ACADEMIES

AA #3993 Discipline in the K-12 Setting

Wednesday, January 24, 2024

8:30AM - 2:30PM

at the Double Tree Lisle

This course provides K-12 HR Administrators with strategies to examine

current HR processes to identify opportunities for reviewing contract language, conducting employee investigations, and crafting letters of reprimand through the lens of progressive discipline. The presenters will share successful strategies and instruct participants on how to create and implement similar strategies in their respective district to ensure compliance with contract language, school code, employee law, and best practices.

Participants will come prepared with a reflective review of current contract language specific to discipline, employee rights, investigations, and possible grievance procedures within their current HR paradigm and will engage in the creation of discipline procedural templates, interview question constructs, and sample letters of reprimand. Participants will become fluent in the nuances of investigation procedures, just cause provisions, due process, and progressive discipline standards supported through case law.

Presented by:

**Dr. Dale Fisher - Asst. Supt. at Deerfield SD 109
& Dr. Danielle Carter - Asst. Supt. at Grayslake CHSD 127**

AA #3993 - 01.24.24

AA #3859 Essentials of the School HR Office

**Tuesday, February 27, 2024
8:30AM - 12:30PM
ONLINE**

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.

Participants will learn how to write a legally-compliant letter of reprimand. Participants will create a Human Resources Tasklist and Calendar to be utilized in their HR Office. Participants will need access to their district's board policy, procedures, and collective bargaining agreement/s for the pre-work, and these materials should be brought to the session (digital access or print).

Presented by:

**Dr. Kim Chambers - Executive Director of HR at
Stevenson HSD 125 & Executive Director of IASPA**

AA #3859 - 02.27.24

Additional Admin Academies:

A graphic for a webinar featuring puzzle pieces. One red puzzle piece is in the foreground with the word "BENEFITS" written on it in white, uppercase letters. The background is a dark blue gradient with a white puzzle piece shape containing the text "Cook County Paid Leave Ordinance" in teal. Below this, the word "Webinar" is written in white, followed by the date and time "January 19, 2024" and "8:30am - 9:30am" in white.

Cook County Paid Leave Ordinance

BENEFITS

Webinar
January 19, 2024
8:30am - 9:30am

Don't miss out on the opportunity to join Kriha Boucek as they break down the new Cook County Paid Leave Ordinance!

[Register Here!](#)

Get an Overview about the Cook County Paid Leave Ordinance and it's Impact on School Districts in the Kriha Boucek January 2024 Newsletter.

[Read the Kriha Boucek Newsletter Here!](#)



Webinar Wednesdays

Tales From the Pipeline

Who?

Chris Wolk
Director of HR @ Grayslake CCSD 46

What?

Join our host as he shares strategies, tips and tricks for increasing partnerships with universities to feed the teacher pipeline.

When?

Wednesday, Jan. 17, 2024
12:00PM - 1:00PM (CST)

WW 01.17.24

Unconscious Bias in Hiring Practices

Who?

Dr. LeViis Haney
Dir. of Equity, Diversity, and Inclusion @ Adlai E. Stevenson HS 125

What?

Join our host as we explore how unconscious bias works, and its impact on decision making processes related to hiring. Participants will learn practical strategies to manage their biases and cultivate organizations that are conducive for the hiring and retention of candidates of color.

When?

Wednesday, Feb. 07, 2024
12:00PM - 1:00PM (CST)



Now is the perfect time of year for a refresher video on best practices to use when dealing with Non-Renewals and RIFs for Certified Staff. Check out this recorded Webinar Wednesday to make sure you stay organized.

Members can access this recording under the **Resources tab > Webinar Wednesdays** on the website. This recording is located in the 2022 Webinars section, see below:

2022 Webinars

- [Evaluation, Feedback, and Misconduct, Oh My!](#)
- [Evaluations: Process, Procedures, Tips & Tricks](#)
- [Legislative Updates from ISBE](#)

Supporting Document: Presentation Deck

- [Welcome to School HR](#)
 - [Top 10 HR Branding Tips](#)
 - [Casting a Wider Net with the IASPA Statewide Educator Virtual Job Fair](#)
 - [Staying Organized - RIF and Non-Renewal Deadlines and Processes](#)
- Supporting Documents*

Recorded WWs

IASPA'S 2024 VIRTUAL

JOB FAIRS



REGISTRATION IS NOW OPEN!



For Educators



DATE

March 6, 2024



TIME

3:00PM - 7:00PM CST



For Educators



DATE

June 6, 2024



TIME

3:00PM - 7:00PM CST

Explore the IASPA Job Fair Website to learn more about what the process looks like, who goes to these awesome events, and available pricing & packages.

Please note that this is a credit card payment event.

[Virtual Job Fair Information & Registration](#)



What are members chatting about?

- EHR Tracking
- Faith's Law and Frontline
- OT Data
- ESP Evaluation Templates

- Election Judge Time Off
- GCNs
- Tenured evaluation cycle
- DEI job descriptions
- PTO Scenario Question

Join a conversation today!



Building a Diverse,
Equitable, and
Inclusive Workplace

MICRO-CREDENTIAL



In partnership with Experience Management Institute, AASPA is excited to present an online course that empowers you to champion diversity, equity, and inclusion. This course comprises six self-paced lessons and provides essential tools for DEI practitioners and teams.

Group Pricing & More Info Here!



Browse the IASPA Merch Store for all the IASPA swag you NEED in your life! Members can order items and have them shipped to where it's most convenient. Check it out today!

Browse Today!

Are you interested in becoming more

involved with IASPA? Consider joining a committee! Check out the list of current IASPA Committees and a brief description of their primary focuses.

[Join a Committee!](#)



Employment Opportunities



Check out the current postings:

Asst Supt of Teaching & Learning
Principal
Benefits Administrator
Asst Supt of Business/CSBO
HR Specialist
Assistant Principal
Accounts Payable
HR Generalist

[Post your vacancy today!](#)

[JOB BOARD](#)



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