

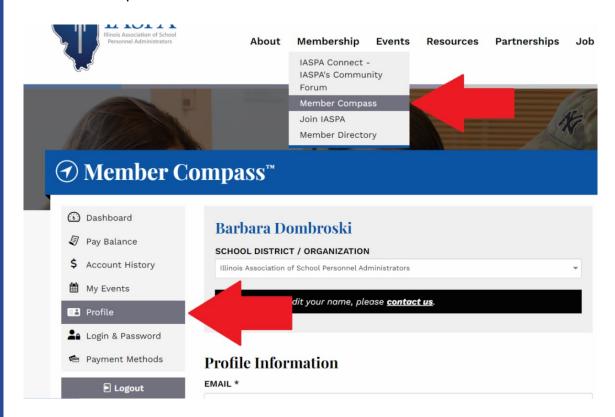


The home of Human Resource Professionals in the Illinois K-12 education system.

Join Today!

# How do I update my information on my IASPA profile??? Great Question!

Log into your IASPA profile and hover over the Membership Tab. Click on Member Compass and then click on Profile on the left hand side of the screen.



# What can I update on my Profile?

- Job Title
- Credentials/Designations(i.e. pHCLE, PHR/SPHR, CSBO, etc.)
- Social Media Links
- Upload a Headshot

- Professional Bio
- Education, Degrees
- District Information
- Awards
- Volunteer Work

JOB TITLE *
Executive Assistant
CREDENTIALS/DESIGNATIONS Separate with semi-colon or tab
FACEBOOK URL
LINKEDIN URL
INSTAGRAM HANDLE
@
TWITTER HANDLE
@
HEADSHOT/PHOTO 300x300

**Edit** Crop

# **IASPA Award Winners**

Remove

Replace File

Congratulations to the winners of IASPA's HR Specialist/Support Staff Award for 2023-24:

Crissy Cooper (top picture) Exec Asst to Asst Supt of HR at Grayslake CHSD 127

&

Nina Youabb (bottom picture) Senior HR Specialist at Glenbrook HSD 225

The Human Resources

Specialist/Support Staff Award is given to an individual whose contributions have had a significant impact on the efficiency of the human resources office and to the field of human resources; who has at the local, state/province, national, and/or international level distinguished themselves through leadership service; and is a collaborative, contributing participant in human resources functions and/or programs. Active IASPA membership is not required.







#### 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...

Click Here for More Info: AA #3859 - 02.27.24

#### AA #3993 Employee Discipline in the K-12 Setting

Friday, March 22, 2024 8:30AM - 12:30PM D41 Glen Ellyn District Office

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...

Click Here for More Info: AA #3993 - 03.22.24

# AA #4046 Using Stay Interviews & Other Engagement Tools

Wednesday, June 5, 2024 8:30AM - 12:30PM Crete-Monee SD 201U District Office

This course will focus on staff engagement assessment tools that can be used to develop, evaluate, and improve district, school, and departmental strategic and organizational improvement plans. Specific staff engagement tools that will be presented include employee stay interviews, staff surveys, and thought exchanges...

Click Here for More Info: AA #4046 - 06.05.24



# 2 Webinar Wednesdays in February!

## **Unconscious Bias in Hiring Practices**

#### Who?

Dr. LeViis Haney

Dir. of Equity, Diversity, and Inclusion @ Adlai E. Stevenson HSD 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)

WW 02.07.24

# Elevate Your Communication for Better Engagement & Recruitment

#### Who?

Natacia Campbell-Tominov Asst Supt of HR & Labor Relations @ Joliet PSD 86

#### What?

Join our host as she shares her knowledge of over 20 years experience in working with diverse student populations at the elementary and secondary level. Natacia provides guidance to district administrators and supervisory personnel in matters relating to recruiting, hiring processes, retention, licensure, as well as employee relations. She helps to incorporate diversity, equity, and inclusion goals into organizational

programs, practices, policies, and structures. Additionally, she works with employees to resolve complaints, overcome difficulties, and address other matters related to personnel management.

#### When?

Wednesday, Feb. 21, 2024 12:00PM - 1:00PM (CST)

WW 02.21.24



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?

- 30 Paid Days for Non Birthing Parent
- · Faith's Law EHR
- OT Data
- Occupational Therapists
- Job Description: Math Interventionist (Elementary)
- Job Descriptions
- Social Media Review Platform Authorization
- Software Use for Efficiency
- Conference Takeaway
- Employee Recognition Platform

## Check out the BUZZ words from this week!



Join a conversation today!





Nominations for AASPA's 2023-2024 Awards are now open! Nominate your colleagues today!

Nominate Someone Today!



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:

CSBO
Principal
Director of Finance and Operations
Business Manager
Asst Principal for Teaching & Learning
HR Specialist
Asst Supt of Teaching & Learning

Post your vacancy today!

**JOB BOARD** 





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