
Audience

This workshop is especially designed for current and future system leaders who have responsibilities in the areas of personnel and human resources leadership in public education.

Goals

- To learn new initiatives from colleagues in human resources leadership
 - To learn about strategies and practices that will help to reduce or limit health care costs and the impact of ACA
 - To learn about strategies and practices to use in retaining high quality employees
 - To learn about positive and productive best practices that focus on issue resolution between labor and management
 - To learn about employee record and file retention policies and practices
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NHSAA

46 Donovan Street, Suite 3
Concord, NH 03301

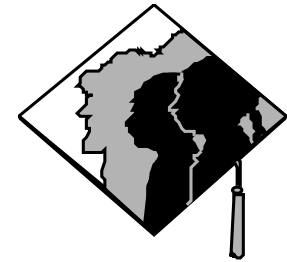
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2016 Best Practices in Personnel Leadership

presented by

*the New Hampshire School
Administrators Association*



**Monday, March 14, 2016
8:00 a.m. - 3:30 p.m.
Holiday Inn
Concord, NH**

\$150.00 per person

Personnel Brochure 2016

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AGENDA

- 8:00 - 8:30 *Registration & Coffee*
- 8:30 - 8:45 **Welcome & Review of Agenda**
- 8:45 - 10:15 **Update on the Affordable Care Act and Its Impact on School Districts and Employees**
- David Law, Benefits and Coverage Counsel, and Darlene Simmons, Member Relations Advisor, HealthTrust
A discussion of recent ACA related guidance and developments including compliance with the 2016 Employer Shared Responsibility requirements for large employers, IRS reporting update, and the impact of the Cadillac Tax being delayed until 2020.
- 10:15 - 10:30 *Break*
- 10:30 - 11:30 **Staying Power: Reducing Turnover with Stay Interviews**
- Carol Kilmister, Human Resource Consultant, Primex³
These days we hear a lot about employee retention and engagement, but it's often a struggle to find practical, real-life employee turnover solutions that are consistent with the unique challenges of public sector employment. This interactive workshop will introduce the concept of the 'Stay Interview' as one of the tools used by managers to address turnover reduction and attrition. Participants will review why employees stay, what might cause them to leave, and discuss their role in taking proactive steps to keeping employees engaged.
- 11:30 - 12:00 **Table Discussion to Share Current Issues and Strategies**
- 12:00 - 1:00 *Lunch*
- 1:00 - 1:45 **Labor/Management Relations**
- Robert Whitehead, Capital Region UniServ Director, NEA
This presentation will focus on strategies and best practices to foster a positive dialog between labor and management that concentrates on resolving issues rather than creating conflict and confrontation.
- 1:45 - 2:00 *Break*
- 2:00 - 3:00 **Employee Record Retention: What You Need to Know**
- Peter Phillips, Attorney, and Anthony Muir, Associate Attorney, Soule, Leslie, Kidder, Sayward & Loughman
This presentation will cover record retention of employee files and documents with a focus on specific rules, practices, and policies for use by school districts, including the manner in which records should be stored (paper v. digital), state and federal requirements associated with retaining employee records, the use of cloud computing in personnel file retention, and record retention in relation to pending or anticipated litigation and collective bargaining, among other topics.
- 3:00 - 3:30 **Summary & Evaluation**

Registration Form 2016 Best Practices in Personnel Leadership

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Concord, NH

Name: _____

Position: _____

SAU/School District: _____

Email: _____

Phone: _____

Cost: \$150.00 per person

Registration fees are nonrefundable and subject to regular billing unless **written** cancellation is received at least 7 days prior to the event.

Check enclosed (payable to NHSAA)

I will use the NHSAA Season Ticket

Please bill my SAU/School District

Please complete and return this form to NHSAA via mail or fax (603-225-3225). Or, register online at www.nhsaa.org. Scan this QR code to go directly to our home page.

