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## 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.*

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## Goals

- To learn about & discuss with colleagues strategies to cultivate the next generation of leaders
- To learn about strategies and practices that will empower you and your staff to be healthy & productive
- To learn about federal labor laws in schools
- To learn about the difference between ethics & conduct
- To better understand accommodations in the workplace

Prsrt. Std.  
U.S. Postage  
PAID  
Concord, NH  
Permit #82

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NHSAA  
46 Donovan Street, Suite 3  
Concord, NH 03301

**CHANGE SERVICE REQUESTED**

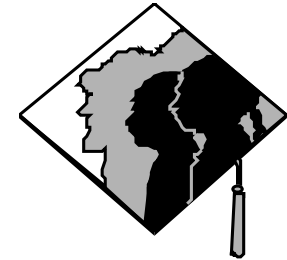
Personnel Brochure 2018

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# 2018 Best Practices Conference on Personnel Leadership

*presented by*

*the New Hampshire School  
Administrators Association*



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**Monday, March 12, 2018  
8:00 a.m. - 3:30 p.m.  
Holiday Inn  
Concord, NH**

**\$150.00 per person**

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**2018 Best Practices in Personnel Leadership**  
*presented by: the New Hampshire School Administrators Association*

**Monday, March 12, 2018 ~ 8:00 a.m. - 3:30 p.m.**  
**Holiday Inn, Concord, NH**

**AGENDA**

- 8:00 - 8:45 *Registration & Coffee*
- 8:45 - 9:00 **Welcome & Review of Agenda**
- 9:00 - 10:00 **The Benefits of Empowering your Administrators and Employees to be Healthy and Productive all Year**  
*- Darlene Simmons, Engagement Manager, & Kerry Horne, Wellness Coordinator, HealthTrust, & Max Puyanac, Co-CEO and Co-Founder, ConvenientMD Urgent Care*  
Healthcare is generally the most expensive part of your budget. Learn how to engage administrators and employees by encouraging them to take a more active role in wellness and healthcare decision making all year long.
- 10:00 - 10:15 *Break*
- 10:15 - 11:00 **Federal Labor Laws for Schools**  
*- Steven McKinney, Community Outreach & Resource Planning Specialist, US Department of Labor*  
This session will provide compliance assistance regarding labor law questions for schools, including overtime, exemptions from overtime, volunteers, independent contractors, working in multiple positions, internships, and child labor.
- 11:00 - 11:45 **Cultivating Strong Leaders From Within: Let's Avoid The 'Eeny, Meeny, Miny, Moe' Technique**  
*- Carol Kilmister, Human Resource Consultant, & Jennifer Brennan, Assistant to the CEO, Primex<sup>3</sup>*  
Join us for an interactive discussion where participants will review best practices in leadership development, and discuss steps they can take to assist their district in identifying future leaders, as well as creating a path for leadership development.
- 11:45 - 1:00 *Lunch*
- 1:00 - 1:45 **Ethics and Conduct: What is the Difference?**  
*- Nicole Heimark, Director of Governmental Relations, NHSBA*  
This session will detail work stewarded by a broad group of stakeholders in developing a Code of Ethics and Conduct for NH's educators as a part of the Commissioner's Task Force on educator ethics. This session will review each code and highlight how the two codes work in partnership and independence of each other.
- 1:45 - 2:00 *Break*
- 2:00- 3:15 **Understanding Accommodations in the Workplace**  
*- Attorney Dean Eggert, Wadleigh, Starr & Peters, PLLC*  
This seminar will review the federal standards for disability accommodation in the workplace setting, and will give you practical pointers on how to meet your legal duties to public employees with disabilities.
- 3:15 - 3:30 **Summary & Evaluation**

*Registration Form*  
**2018 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

\_\_\_\_\_ I will call NHSAA to make a credit card payment (603) 225-3230

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

