
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 explore mindful leadership and self-care
- To learn about strategies and practices related to employee performance
- To learn about federal labor laws in schools
- To understand the difference between ethics & conduct
- To examine employee conflict and investigations

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CHANGE SERVICE REQUESTED

Personnel Brochure 2019

2019 Best Practices Conference on Personnel Leadership

presented by

*the New Hampshire School
Administrators Association*



**Monday, March 11, 2019
8:00 a.m. - 3:00 p.m.
Grappone Conference Center
Concord, NH**

\$160.00 per person

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AGENDA

- 8:00 - 8:30 *Registration & Coffee*
- 8:30 - 8:45 **Welcome & Review of Agenda**
- 8:45 - 10:00 **EAP Seminar: Mindful Leadership**
- Jana Dalton, Group Relations Specialist, SchoolCare, & Richard Dufresne, Principal and Founder, Alliance Consulting HRD
This session will help you discover what it means to be a mindful leader as well as explain the benefits of mindful leadership. Explore within this session the practice of mindfulness and learn ways to cultivate self-awareness, compassion, and authenticity.
- 10:00 - 10:15 *Break*
- 10:15 - 11:00 **Continued Excellence: Elevating An Esteemed Profession**
- Christine Brennan, Deputy Commissioner, & Richard K. Sala, Esq, & Steve Appleby, Administrator Bureau of Credentialing & Closed School Transcripts, NH Department of Education
The NH Dept. of Education will discuss the history, passage and purpose of the Code of Conduct and the Code of Ethics reserving ample time for questions from New Hampshire's School Administrative Leadership.
- 11:00 - 11:45 **Wage and Hour Updates and Compliance Issues**
- Steven McKinney, Community Outreach & Resource Planning Specialist, US Department of Labor
This session will provide compliance assistance regarding labor law questions for schools, including Wage and Hour updates, questions regarding volunteers and interns, and common hours worked scenarios.
- 11:45 - 12:30 *Lunch*
- 12:30 - 1:30 **Nobody Told Me There'd Be Days Like This: The unique challenges of addressing employee performance in a school environment**
- Carol Kilmister, Human Resource Consultant, Primex³
This session will explore an array of performance challenges that face school administrators; from brazen conduct issues, to deeply entrenched performance patterns, and even to the annual teacher non-renewal discussion, we will roll up our sleeves and discuss it all. Along the way, we'll refresh our understanding of several best practices in avoiding the costly risks associated with inconsistency of practice, emotional responses, and lack of training.
- 1:30 - 1:45 *Break*
- 1:45 - 2:45 **Investigating Complaints about School Personnel**
- Attorneys Dean Eggert & Robin Melone, Wadleigh, Starr & Peters, PLLC
One of the most challenging aspects of personnel administration is determining how to properly address complaints about school personnel. In this seminar we'll address such questions as: How do I properly categorize a complaint? When does a complaint trigger a reporting duty? To whom do I report? Who should investigate? How is a proper investigation conducted? What did I do with the investigation? In addition to these questions, we'll look at some of the new and emerging standards for Title IX and VII investigations.
- 2:45 - 3:00 **Summary & Evaluation**

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Registration Form
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Name: _____

Position: _____

SAU/School District: _____

Email: _____

Phone: _____

Cost: \$160.00 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

Credit card payment available with electronic registration

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.

