Summer Board Pre-Conference - Agenda

Administrative Professionals’ Workshop

July 14, 2017

Riverhouse on the Deschutes – Bend, OR

Friday, July 14

7:30 a.m. Registration

8:00 a.m. Welcome & Introductions
(Cascade C/D Rooms)

8:30 a.m. A Complaint Has Been Appealed for a Board Hearing: Now What?
Kate Wilkinson, OSBA
This workshop will walk you through the why, what, where, when, and how to consider and conduct an appeal hearing before the board.

9:45 a.m. How to use the OSBA Key Dates Calendar to Build Your Customized Calendar
Peggy Holstedt and Rick Stucky, OSBA
This workshop will walk you through the Key Dates Calendar and give you practical tips on how to customize it to fit the needs of your school board/district.

10:15 a.m. Break

10:30 a.m. ADA Accommodations and FMLA/OFLA/Work Comp
Peggy Stock, Medford SD
This workshop will answer your questions about American Disability Act (ADA) accommodations and the relationship between ADA and Family Medical Leave Act/ Oregon Medical Leave Act (FMLA/OFLA)/Work Comp.

12:00 p.m. Luncheon
(Cascade B Room)

1:00 p.m. Take Control of Your Time and Get the RIGHT Things Done!
Bethanne Kronick, Productivity Strategist, Trainer, Speaker & Author, Simplify NW
This lively, interactive presentation provides strategies and solutions to boost productivity and efficiency. You’ll walk away with tips you can use the same day as the training. Participants report sleeping better at night after attending this session!

2:15 p.m. Break

2:30 p.m. Hot Topic Roundtable Discussions

• Legislative Impact on Policy, Peggy Holstedt, OSBA
• Bring Your Questions on Labor Issues, Peggy Stock, Medford SD
• Executive Sessions – Haley Percell, OSBA
• Your District is Getting Sued: Subpoenas, Tort Claim Notices, etc. Michael Miller, OSBA
• Social Media, Rachel Fleenor, OSBA
• Public Records, Spencer Lewis, OSBA
• Free Resources on Common Questions Kate Wilkinson, OSBA
• Take Control of Your Time, Bethanne Kronick, Simplify NW
• You pick the topic, Steve Kelley, OSBA

3:40 p.m. Wrap-up

4:00 p.m. Networking Reception
(Cascade A Room)
*No Host Bar and hors d’oeuvres
*Guest Welcome