



The HR Experience for Assistant Principals

Now Registering for Cohort 3

Registration includes all 3 sessions, a comprehensive materials binder, breakfast, and a catered lunch.

Session 1: September 30

HR Competencies
and Understanding
the Law

- Analyzing Assistant Principal Competencies: Communication Skills, Accountability, Leadership Posture, Problem-Solving, Critical Thinking, Professional Judgement, Organizational Skills, Interpersonal Skills
- Understanding the Official Code of Georgia (O.C.G.A.) and How it Relates to Human Resources Matters
- Understanding Your District's Operations Under Your Charter of Strategic Waiver School System (SWSS) Agreement
- Employment Laws: FLSA, FMLA, ADA, PPL, USERRA, PWFA, PUMP, etc.

Session 2: October 23

The Assistant
Principal's Role in
Performance
Management

- Effective Performance Management
- Really Understanding the Georgia Code of Ethics for Educators
- Who Are You as a Leader?
- Phases of the School Year/Educator Burnout
- School Climate and Culture
- Effective Interviewing, Hiring, and On-Boarding Best Practices

Session 3: November 10

Certification,
School Finance,
and Investigations

- Understanding Your Role in Educator Certification
- How to Maximize FTE and Scheduling
- School Accounts and Funding
- Conducting Personnel Investigations
- Avoiding Discriminatory Behavior in Leadership
- Understanding Retirement and other Benefits

Registration in Session 1, secures your spot for all 3 sessions. Sessions cannot be taken independently, but as a whole.

Registration Fee: \$375