

The HR Experience Includes:

- All four (4) sessions for 2023-2024
- All meals (continental breakfast, catered lunch, and snacks)
- All materials (including resource notebook)
- Assistant Principal Human Resources Professional Microcredential
- Lodging for four nights with "FULL" registration

The HR Experience

Provided by:
 Griffin RESA
 440 Tilney Ave
 Griffin, GA 30224

Register at
www.griffinresa.net

- DAY registration includes all sessions, meals, materials, and Microcredential
- FULL registration includes all in the DAY registration plus lodging (4 nights)

Cost for Experience:
 Day Registration: \$399
 Full Registration: \$799

Session Dates:
 Session 1: September 13 & 14, 2023
 Session 2: October 25 & 26, 2023
 Session 3: January 10 & 11, 2024
 Session 4: February 7 & 8, 2024

The HR Experience

An exclusive professional development opportunity for Assistant Principals

1 Assistant Principal Competencies and Understanding the Law

9/13 12:30 pm-4:30 pm
 9/14 9:00 am-3:00 pm

- AP Competencies: Communication Skills, Accountability, Leadership Posture, Problem Solving, Critical Thinking, Judgment, Organizational Skills, Interpersonal Skills, Reflection
- Reporting Requirements: Ethics, Child Abuse Reporting, Title IX
- Employment Laws: FLSA, FMLA, ADA
- Understanding The Official Code of Georgia Annotated (O.C.G.A.)

2 The Assistant Principal's Role In Performance Management

10/25 12:30 pm-4:30 pm
 10/26 9:00 am-3:00 pm

- Getting the Most Out of Your Employees
- Evaluating Behavior for Ethical/Unethical Actions
- Performance Evaluations and the Importance of Targeted Feedback
- Creating and Managing Employee Performance Plans
- Understanding Termination/Separation Procedures and Implications

3 The Assistant Principal's Role in Hiring and Employee Retention

1/10 12:30 pm-4:30 pm
 1/11 9:00 am-3:00 pm

- Conducting Impactful Interviews
- Effective and Legal Reference Checking
- New Staff Induction/The Importance of Mentors
- Culture and Climate
- Educator Burnout
- Avoiding Discriminatory Behavior in Leadership

4 Understanding School Finance

2/7 12:30 pm-4:30 pm
 2/8 9:00 am-3:00 pm

- FTE-Maximizing Scheduling for Personnel Allotments
- Appropriate Use of School-Level Accounts (General Funds, Activity Accounts, PTO/PTA, Boosters, Sunshine Funds/Adult Accounts)
- Federal Funding

Session Facilitators: Valerie Suessmith & Dr. Jolie Hardin