### Tentative Agenda

**AASPA’s Personnel Administrator Boot Camp**  
June 22 - 23, 2017 – Little America Hotel  
Salt Lake City, UT

<table>
<thead>
<tr>
<th>TIME/JUNE 22</th>
<th>BASIC TRAINING</th>
<th>ADVANCED MANEUVERS</th>
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<tbody>
<tr>
<td>07:30 am – 08:00 am</td>
<td>Continental Breakfast &amp; Registration <strong>Breakfast Sponsored by Proximity Learning</strong></td>
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| 08:00 am – 08:15 am | Welcome & Introductions  
*Kelly Coash-Johnson, Executive Director, AASPA* | |
| 08:15 am – 09:30 am | Lessons from the Mouse: Applying Disney World’s Success to Your HR Department, Career and Life  
*Dr. Justin Schooley* | |
| 09:30 am – 10:45 am | HR 101: A Primer for Newbies –  
*Dr. Beth Dalton*  
Working with Struggling Teachers –  
*Annette Brinkman* | |
| 10:45 am – 11:00 am | Networking Break – **Sponsored by Aetna** | |
| 11:00 am – 12:00 pm | Work Would Be So Much Easier If It Weren't for All the Other People –  
*Jason Liewehr*  
Termination for Cause and At-Will Pitfalls –  
*Blake Ostler* | |
| 12:00 pm – 01:00 pm | Networking Lunch | |
| 01:00 pm – 02:00 pm | Everything Counts – Even Post-Its! –  
*Dr. Kerry Parker*  
Social Media and the Internet –  
*Heidi Adler* | |
| 02:00 pm – 03:15 pm | Overview of Federal Laws –  
*Heidi Adler*  
Running an Effective HR Department and Implementing Best Practices –  
*Dr. Justin Schooley* | |
| 03:15 pm – 03:30 pm | Networking Break – **Sponsored by STEDI.org** | |
| 03:30 pm – 04:30 pm | How to Hire a Teacher –  
*Dr. Lisa Andrejko*  
Investigating Employee Misconduct: Ten Steps to Getting It Right –  
*Dr. Kerry Parker* | |
| 04:30 pm – 06:30 pm | Networking Reception | |
| TIME/JUNE 23 | BASIC TRAINING | ADVANCED MANEUVERS |
| 08:00 am – 09:15 am | Breakfast Table Talks  
- Recruitment/Retention  
- My Teacher Did What?!?!  
- Attracting and Working with the New Generation **Breakfast Sponsored by PeopleAdmin** | |
| 09:15 am – 10:45 am | Sponsor Presentations | |
| 10:45 am – 11:00 am | Networking Break – **Sponsored by RIVS** | |
| 11:00 am – 12:15 pm | FLSA and Overtime –  
*Joan Andrews and Nina Kim*  
Teacher Evaluations –  
*Dr. Lisa Andrejko* | |
| 12:15 pm – 01:30 pm | Networking Lunch | |
| 01:30 pm – 02:45 pm | Legal Update & Best Practices in FMLA Administration –  
*Clint Hansen*  
Diversity –  
*Emily Douglas McNab* | |
| 02:45 pm – 03:00 pm | Wrap Up & Evaluation  
*Kelly Coash-Johnson, Executive Director, AASPA* | |