

Lead • Develop • Support

## Personnel Workshops

## Professional Development: Personnel Workshops

This roundtable discussion will focus on the many personnel decisions that school leaders must make each spring. EdCounsel attorneys will facilitate a discussion regarding personnel matters in light of best practices, board policies and legal requirements. Participants will gain insights into how best to lead the decision-making process surrounding key personnel matters including recruiting, hiring, contracting, non-renewals, resignations, RIF's and separations.

Presenter: EdCounsel, LLC School Attorneys	
ates and Locations (please mark the date/location you will be attending):	

☐ February 5: Jefferson City (MCSA), 3550 Amazonas Drive, Jefferson City, MO 65109
 ☐ February 22: Macon R-I School District, 702 North Missouri, Board Room, Macon, MO 63552
 ☐ February 26: Willard District Office, 500 Kime Street, Willard, MO 65781
 ☐ February 28: Liberty School District, Central Office, 8 Victory Lane, Liberty, MO 64068-192

## Session Cost: \$60.00 per person Session will run 9:00 a.m. - 12:00 noon Seating is limited -- Register today!

Participant name	
Position	
Phone	
Email address	
District	
Address	
City, State, Zip	
Payment Options	
Purchase Order Number	
Credit Card Payment MasterCard or VISA (please circle)	
Card Number	_ CVV code
Expiration MonthYear	
Name on Card	

Make checks and/or purchase orders to: MASA, 3550 Amazonas Drive, Jefferson City, MO 65109 or Fax to: 573-556-6270

**CANCELLATION POLICY:** Workshops registration cancellations will only be accepted in writing, by fax or email 72 hours (three business days) prior to the event. All cancellations received less than 72 hours prior to the event will be subject to the full registration charge. ALL cancellations will be subject to a \$20 administrative charge. No shows will be charged the full amount.