

Monday, October 19, 2026

7:30 - 8:30 a.m.	Registration and Breakfast Buffet
8:30 - 8:45 a.m.	Welcome and Introductions (Sarah James)
8:45 - 9:45 a.m.	Session 1 – Strategic Hiring and Staffing (Shannon Burns and Danielle Hinson) This session will introduce available tools and framework for conducting initial position analyses in your district and identify components necessary for implementing strategic hiring processes for all positions.
9:45 - 10 a.m.	Break
10 - 11 a.m.	Session 2 – Legal Issues (Leslie Story) A director in the TASB Legal Services division will provide information about common legal HR issues in schools, including contracts, nonrenewals and terminations, complaints and grievances, and prevention of legal problems.
11 - 11:30 a.m.	Session 3 – Connecting with Others (Sarah James)
11:30 a.m. - 12:30 p.m.	Lunch
12:30 - 1:30 p.m.	Session 4 – Managing Employee Performance (Lauren Wurman and Nicole Gee Guzman) This session will provide tips for communicating performance expectations, motivating and managing performance, and addressing common employee discipline problems.
1:30 - 2:30 p.m.	Session 5 – Understanding Leave (Jennifer Barton) This session will provide a broad overview of leaves and point attendees to resources such as board policies and HR Services materials to help better understand employee entitlement, calculation, and administration of leaves.
2:30 - 2:40 p.m.	Break
2:40 - 3:40 p.m.	Session 6 – Introduction to Wage and Hour Law (Erin Kolecki and Keith McLemore) This session will provide tips for communicating performance expectations, motivating and managing performance, and addressing common problems.

3:40 - 4:30 p.m.

Session 7 – Hot Topics and HR Challenges (Jennifer Barton & Other Consultants)

Join this interactive session where HR Services staff present HR-related situations and involve participants in determining the best way to address the issues.

Tuesday, October 20, 2026

7:30 - 8:30 a.m.

Breakfast Buffet

8:30 - 9:30 a.m.

Session 8 – Certification Basics (Kathy Cervantez, TASPA)

This session will lay the groundwork for understanding and navigating certification rules, including routes to certification, types of certificates, and assignment criteria.

9:30 - 9:45 a.m.

Break

9:45 - 10:45 a.m.

Session 9 – Compensation Practices (Zach Hobbs and Brooke Dockery)

This session will provide an understanding of compensation practices for determining employee pay including an overview of job market analyses, simple adjustments of pay plans, and beginning pay administration.

10:45 - 11:45 a.m.

Session 10 – Strategic HR (Amy Campbell and Shannon Burns)

HR in education traditionally has focused on compliance and employment processes and transactions. This session will explain how you can lead your department to become a strategic partner to district leadership. Tools for examining current processes and strategic actions for each critical HR function will be provided.

11:45 a.m. - 12 p.m.

Wrap up and door prize drawing (Sarah James)