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## **“Human Resource Professionals: Focused Discussions on Critical Yearly Decisions: Meeting the Mandates and Hitting HR Benchmarks” Wednesday, October 11, 2023/9:15 AM-12:00 PM**

**(ALL REGISTRANTS WILL RECEIVE A ZOOM INVITATION)  
TO REGISTER FOR THIS PROGRAM, CLICK HERE:  
<https://www.njasa.net/domain/231>**

This virtual workshop will guide participants through a wide range of Human Resource matters that all school districts will be encountering this school year. Among these are: state reporting requirements, contract administration, past practices, progressive discipline, observation and evaluation procedures, etc.

### **AGENDA**

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|---------------------|---|
| 9:15 am - 9:30 am   | The meeting will open, Registrants will be admitted into the Waiting Room   |
| 9:30 am - 9:35 am   | Program Overview - Zoom Protocols - Introductions   |
| 9:35 am - 9:50 am   | NJASA Legislative Update - Melanie Schulz, NJASA Director of Government Relations   |
| 9:50 am - 10:35 am  | Program begins with a focus on the following topics:<br>1. Compliance with Federal/State Mandates: EEO-5 Reporting, Workplace Democracy Enhancement Act, Revisiting the “Don’t Pass the Trash”- Public Law 2018; NJQSAC; SGO; NJSMART Staff Reporting; NJ Mandated Trainings/Policies for Annual Distribution and Review Comprehensive Equity Plan; Evaluation Policies. 2. Creative solutions to ongoing Staffing Issues (What can you do when you don’t have a teacher?)<br>3. Power of Induction & Mentoring in Staff Retention.<br><br>- Jennifer Sharp & Charity Comella |
| 10:35 am - 10:40 am | Break   |
| 10:40 am - 11:05 am | Understanding the Grievances Process<br><br>- Patrick Duncan  |

11: 05 am – 11:30 am Hypothetical HR Horror Stories—Hocus Pocus!!!

- Dr. Kenneth King , Charity Comella, Jennifer Sharp and Patrick Duncan

11:30 am – 12:00 pm The program will continue, and its' presenters will remain available to the attendees for questions, discussions of different challenges/issues they are facing.

**Session Facilitators:**

Dr. Kenneth King, Assistant Superintendent (Retired)  
East Orange Public Schools

Mrs. Charity Comella, Assistant Superintendent for Personnel  
West Windsor-Plainsboro Regional School District

Dr. Jennifer Sharp, Director of Personnel  
Freehold Regional High School District

Patrick Duncan, Special Assistant for Labor Relations  
West Windsor-Plainsboro Regional School District

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**The mission of the New Jersey Association of School Administrators, the unifying professional association of school leaders, is to ensure a superior statewide system of education by influencing and effecting educational policy, regulations and legislation; and by maximizing the capacity and effectiveness of school leaders through professional development programs and support services.**