



# SCHOOL & COLLEGE LEGAL SERVICES

## OF CALIFORNIA

### Santa Rosa Office

5350 Skylane Blvd., Santa Rosa, CA 95403

Phone: 707-524-2690

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### Eureka Office

901 Myrtle Avenue, Eureka, CA 95501

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### 2018-2019 Workshops

as of September 6, 2018

### Sonoma County Office of Education 5340 Skylane Blvd., Santa Rosa, CA 95403

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
August 8, 2018 9:00 a.m. - 3:00 p.m. \$75 clients/\$85 non-clients (Lunch Provided)	How to Manage an HR Office – Q & A and General HR Orientation	Carl D. Corbin	<b>K-12</b> Superintendents, HR directors and their HR team	Redwood Rooms A&B
September 19, 2018 9:00 a.m. - 12:00 p.m. \$45 clients/\$55 non-clients	Title IX Part I – Title IX Coordinator Essentials <sup>2</sup>	Ellie R. Austin & Monica D. Batanero	<b>K-12/CCD</b> Administrators, Title IX Coordinators, Deputy Title IX Coordinators, and Equity and Inclusion Staff	Board Room
September 20, 2018 9:00 a.m. - 12:00 p.m. \$45 clients/\$55 non-clients	Student Discipline Including Special Education Issues <sup>1</sup>	Carl D. Corbin	<b>K-12</b> Administrators, school psychologists, and special education teachers	Redwood Rooms A&B
September 25, 2018 9:00 a.m. - 12:00 p.m. \$45 clients/\$55 non-clients	Common Special Education Mistakes Leading to Litigation <sup>1</sup>	Jennifer E. Nix	<b>K-12</b> Special Education Staff	Redwood Rooms A&B
September 27, 2018 1:00 p.m. - 4:00 p.m. \$45 clients/\$55 non-clients	How to Respond to those Frequently Asked Questions: A legal overview of key issues when responding to student, parents, community, trustee and administrator questions and requests.	Nancy L. Klein & Erin E. Stagg	<b>K-12</b> School Site & District Office Staff	Redwood Rooms A&B
October 2, 2018 9:00 a.m. - 1:00 p.m. \$60 clients/\$70 non-clients (Lunch Provided)	Title IX Part II – Conducting Title IX Investigations <sup>2</sup>	Ellie R. Austin & Monica D. Batanero	<b>K-12/CCD</b> Administrators, Title IX Coordinators, Deputy Title IX Coordinators, and Equity and Inclusion Staff	Redwood Rooms A&B

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
October 4, 2018 9:00 a.m. - 12:00 p.m. \$45 clients/\$55 non-clients	Legally Defensible Practices Regarding Section 504 of the Rehabilitation Act of 1973 <sup>1</sup>	Carl D. Corbin	<b>K-12</b> All certificated staff would benefit, especially Administrators and School Psychologists.	Redwood Rooms A&B
October 10, 2018 9:00 a.m. - 12:00 p.m. \$45 clients/\$55 non-clients	Charter Schools, A Primer for Authorizers	Jennifer E. Nix & Loren W. Soukup	<b>K-12</b> District Administrators in Districts that have authorized charter schools, Special Education Administrators, and Charter School Special Education Personnel	Redwood Rooms A&B
October 17, 2018 9:00 a.m. - 12:00 p.m. \$45 clients/\$55 non-clients	Collective Bargaining: Everything District Negotiators Need to Know <sup>2</sup>	Ellie R. Austin & Sarah H. Sussman	<b>K-12/CCD</b> Negotiating Team Members	Redwood Room C
October 30, 2018 1:00 p.m. - 4:00 p.m. \$45 clients/\$55 non-clients	Brown Act, Ethics, and Conflicts of Interest <sup>2</sup>	Erin E. Stagg	<b>K-12/CCD</b> Board Members, Administrators, Deputy/Asst. Administrators, and Business Managers	Redwood Rooms A&B
November 1, 2018 9:00 a.m. - 1:00 p.m. \$55 clients/\$65 non-clients	Comprehensive Review and Practical Guidance on Student Discipline <sup>1</sup>	Monica D. Batanero & Nancy L. Klein	<b>K-12</b> All school site and district administrators who have student discipline responsibilities	Redwood Rooms A&B
November 6, 2018 9:00 a.m. - 12:00 p.m. \$45 clients/\$55 non-clients	School Site Administrators: Introduction to Special Education <sup>1</sup>	Jennifer E. Nix	<b>K-12</b> School Site Administrators	Redwood Rooms A&B
November 8, 2018 3:00 p.m. - 5:00 p.m. \$30 clients/\$40 non-clients	Sexual Harassment Prevention Training <sup>2</sup>	Monica D. Batanero	<b>K-12/CCD</b> Supervisory personnel including District Board Members	Board Room

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
November 14, 2018 9:00 a.m. - 1:00 p.m. \$60 clients/\$70 non-clients (Lunch Provided)	Title IX Part III – Nuts and Bolts of the Title IX Coordinator's Role <sup>2</sup>	Ellie R. Austin & Monica D. Batanero	<b>K-12/CCD</b> Administrators, Title IX Coordinators, Deputy Title IX Coordinators, and Equity and Inclusion Staff	Board Room
November 27, 2018 9:00 a.m. - 12:00 p.m. \$45 clients/\$55 non-clients	Confidentiality and Record Retention/Destruction 101 <sup>2</sup>	Frank Zotter & Erin E. Stagg	<b>K-12/CCD</b> Administrators, Deputy/Asst. Administrators, Business Managers, and lower-level administrative staff	Redwood Rooms A&B
December 4, 2018 9:00 a.m. - 12:00 p.m. \$45 clients/\$55 non-clients	School Site Administrators: Advanced Special Education Issues <sup>1</sup>	Jennifer E. Nix	<b>K-12</b> School Site Administrators	Redwood Rooms A&B
December 11, 2018 1:00 p.m. - 5:00 p.m. \$60 clients/\$70 non-clients	Title IX Part IV – Additional Title IX Challenges for Community Colleges <sup>2</sup>	Ellie R. Austin & Monica D. Batanero	<b>CCD</b> Administrators, Title IX Coordinators, Deputy Title IX Coordinators, and Equity and Inclusion Staff	Board Room
December 12, 2018 1:00 p.m. – 4:00 p.m. \$45 clients/\$55 non-clients	Layoffs 101 (Classified & Certificated)	Carl D. Corbin	<b>K-12</b> Staff responsible for layoffs.	Board Room
January 15, 2019 1:00 p.m. - 4:00 p.m. \$45 clients/\$55 non-clients	How to Respond to a Public Records Act Request <sup>2</sup>	Erin E. Stagg & Sarah H. Sussman	<b>K-12/CCD</b> Administrators, Deputy/Asst. Administrators, Business Managers, and lower-level administrative staff	Board Room
January 23, 2019 9:00 a.m. - 3:00 p.m. \$75 clients/\$85 non-clients (Lunch Provided)	Human Resources - Personnel Academy <sup>2</sup>	Carl D. Corbin	<b>K-12</b> Staff Responsible for HR Matters	Redwood Rooms A&B

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
February 5, 2019 9:00 a.m. - 12:00 p.m. \$45 clients/\$55 non-clients	Special Education: Mental Health Issues <sup>1</sup>	Jennifer E. Nix	<b>K-12</b> Special Education Staff	Redwood Rooms A&B
February 7, 2019 1:00 p.m. - 4:00 p.m. \$45 clients/\$55 non-clients	Interest Based Bargaining 101 <sup>2</sup>	Ellie R. Austin & Sarah H. Sussman	<b>K-12/CCD</b> Negotiating Team Members	Redwood Rooms A&B
February 20, 2019 9:00 a.m. - 12:00 p.m. \$45 clients/\$55 non-clients	Review of New Legislation for 2019 <sup>2</sup>	Carl D. Corbin	<b>K-12</b> Board Members and Superintendents	Board Room
February 26, 2019 1:00 p.m. - 4:00 p.m. \$45 clients/\$55 non-clients	Public Contracting <sup>2</sup>	Loren W. Soukup & Erin E. Stagg	<b>K-12/CCD</b> Superintendents, Business Managers, and Facility Directors	Redwood Rooms A&B
March 6, 2019 9:00 a.m. - 11:00 a.m. \$30 clients/\$40 non-clients	Sexual Harassment Prevention Training <sup>2</sup>	Monica D. Batanero	<b>K-12/CCD</b> Supervisory personnel including District Board Members	Board Room
March 14, 2019 9:00 a.m. - 12:00 p.m. \$45 clients/\$55 non-clients	Preschool Special Education A-Z <sup>1,2</sup>	Jennifer E. Nix	<b>K-12</b> School Site Administrators	Redwood Rooms A&B
March 20, 2019 4:00 p.m. - 7:00 p.m. \$45 clients/\$55 non-clients	Brown Act, Ethics, and Conflicts of Interest <sup>2**</sup>	Erin E. Stagg	<b>K-12/CCD</b> Board Members, Administrators, Deputy/Asst. Administrators, and Business Managers	Redwood Room C
March 28, 2019 10:00 a.m. - 12:00 p.m. \$30 clients/\$40 non-clients	School and Workplace Investigations <sup>2</sup>	Monica D. Batanero & Sarah H. Sussman	<b>K-12/CCD</b> Site administrators, HR Staff, Title IX Coordinators, any others who might conduct investigations.	Redwood Rooms A&B

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
April 4, 2019 9:00 a.m. - 12:00 p.m. \$45 clients/\$55 non-clients	Legal Issues Associated with Individualized Transition Plans <sup>1</sup>	Jennifer E. Nix	<b>K-12</b> Special Education Staff	Redwood Rooms A&B
April 18, 2019 1:00 p.m. - 4:00 p.m. \$45 clients/\$55 non-clients	Student Discipline Including Special Education <sup>1</sup>	Carl D. Corbin	<b>K-12</b> Administrators, school psychologists, and special education teachers	Redwood Rooms A&B
April 23, 2019 9:00 a.m. - 12:00 p.m. \$45 clients/\$55 non-clients	Employee Health Leave Rights and Employer Responsibilities <sup>2</sup>	Nancy L. Klein	<b>K-12/CCD</b> Any administrator or employee responsible for monitoring or approving employee leaves or for providing notices related to health leaves.	Redwood Rooms A&B
May 16, 2019 9:00 a.m. - 11:00 a.m. \$30 clients/\$40 non-clients	Sexual Harassment Prevention Training <sup>2</sup>	Monica D. Batanero	<b>K-12/CCD</b> Supervisory personnel including District Board Members	Redwood Rooms A&B

**Workshop dates and times subject to change.**

**Check <http://www.sclscal.org> for more details regarding the above programs and registration.**

**If you plan to attend a workshop that indicates lunch is provided and you have any dietary restrictions or special considerations, please notify our office one week prior to the workshop. We will do our best to accommodate you.**

**If you are an individual with a disability who needs a special accommodation to attend, please call Linda Lowe at (707) 524-2690 at least 48 hours in advance of the workshop.**

<sup>1</sup> **This course meets the qualifications for continuing education credit for LEPs, LPCCs, LMFTs, LCSWs, and NCSP. It also qualifies for hours of continuing professional development for Nationally Certified School Psychologists under provider number 1025. The California Association of School Psychologists maintains responsibility for the program and its content. Participants in this training will earn Continuing Education Units – one unit hour per hour of instruction at the workshop - which can be used toward CASP certification. If you wish to receive credit, add “CEU” after your last name at the time of registration for the workshop. Each registrant wishing to receive**

credit must submit at the time of the workshop, a check for \$15 made out to CASP and a completed CASP form which SCLS will provide. This payment is separate and in addition to the workshop fee which is paid to SCLS. SCLS will submit the checks and forms for CEU's to CASP.

<sup>2</sup> Participants in this training will earn Continuing Education Units for the total length of the workshop, which can be used towards California Association of School Business Officials CASBO certification.

\*Our office is in the process of obtaining approval from the California Association of School Business Officials (CASBO) for continuing education credits.

\*\*Workshop is sponsored by the Sonoma County Office of Education. Please visit [www.scoe.org](http://www.scoe.org) for registration.

Advance reservations are necessary and space is limited. You may register on our website at [www.sclscal.org](http://www.sclscal.org), by calling Linda at (707) 524-2690, or by email to [register@sclscal.org](mailto:register@sclscal.org). The workshop fee must be paid prior to the workshop date and can be done by mailing checks payable to School and College Legal Services to 5350 Skylane Blvd., Santa Rosa, CA 95403 or by faxing a purchase order made out to School and College Legal Services to (707) 578-0517.

The workshop fee will be charged for cancellations received less than seven days prior to the date of the workshop.

**Humboldt County Office of Education 901 Myrtle Ave., Eureka, CA 95501**

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
September 26, 2018 1:00 p.m. - 4:00 p.m. \$50 clients/\$60 non-clients	Common Special Education Mistakes Leading to Litigation <sup>1</sup>	Jennifer E. Nix	<b>K-12</b> Special Education Staff	Annex
October 3, 2018 10:00 a.m. - 1:00 p.m. \$50 clients/\$60 non-clients	How to Respond to those Frequently Asked Questions: A legal overview of key issues when responding to student, parents, community, trustee and administrator questions and requests.	Nancy L. Klein & Erin E. Stagg	<b>K-12</b> School Site & District Office Staff	Redwood Room
October 17, 2018 1:00 p.m. - 4:00 p.m. \$50 clients/\$60 non-clients	Charter Schools, A Primer for Authorizers	Jennifer E. Nix	<b>K-12</b> District Administrators in Districts that have authorized charter schools, Special Education Administrators, and Charter School Special Education Personnel	Redwood Room
October 24, 2018 9:00 a.m. - 12:00 p.m. \$50 clients/\$60 non-clients	Collective Bargaining: Everything District Negotiators Need to Know <sup>2</sup>	Ellie R. Austin, & Sarah H. Sussman	<b>K-12/CCD</b> Negotiating Team Members	Annex
November 6, 2018 9:00 a.m. - 1:00 p.m. \$60 clients/\$70 non-clients	Comprehensive Review and Practical Guidance on Student Discipline <sup>1</sup>	Monica D. Batanero & Nancy L. Klein	<b>K-12</b> All school site and district administrators who have student discipline responsibilities	Redwood Room
November 7, 2018 1:00 p.m. - 4:00 p.m. \$50 clients/\$60 non-clients	School Site Administrators: Advanced Special Education Issues <sup>1</sup>	Jennifer E. Nix	<b>K-12</b> School Site Administrators	Redwood Room

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December 5, 2018** 9:00 a.m. - 11:00 a.m. \$35 clients/\$45 non-clients	School and Workplace Investigations <sup>2</sup>	Damara L. Moore	<b>K-12/CCD</b> Site administrators, HR Staff, Title IX Coordinators, any others who might conduct investigations.	Redwood Room
December 5, 2018** 11:30 a.m. - 2:30 p.m. \$50 clients/\$60 non-clients	Student Discipline Including Special Education <sup>1</sup>	Carl D. Corbin	<b>K-12</b> Administrators, school psychologists, and special education teachers	Redwood Room
**Registration for both December 5 <sup>th</sup> workshops - \$100 clients/\$110 non-clients - Includes Lunch				
December 11, 2018 9:00 a.m. - 12:00 p.m. \$50 clients/\$60 non-clients	Public Contracting <sup>2</sup>	Loren W. Soukup	<b>K-12/CCD</b> Superintendents, Business Managers, and Facility Directors	Redwood Room
January 9, 2019 10:00 a.m. - 1:00 p.m. \$50 clients/\$60 non-clients	Layoffs 101 (Classified & Certificated)	Carl D. Corbin	<b>K-12</b> Staff responsible for layoffs.	Annex
January 16, 2019 10:00 a.m. - 1:00 p.m. \$50 clients/\$60 non-clients	Title IX Part I – Title IX Coordinator Essentials <sup>2</sup>	Ellie R. Austin & Monica D. Batanero	<b>K-12/CCD</b> Administrators, Title IX Coordinators, Deputy Title IX Coordinators, and Equity and Inclusion Staff	Annex
January 24, 2019 1:00 p.m. - 4:00 p.m. \$50 clients/\$60 non-clients	Brown Act, Ethics, and Conflicts of Interest <sup>2</sup>	Erin E. Stagg	<b>K-12/CCD</b> Board Members, Administrators, Deputy/Asst. Administrators, and Business Managers	Redwood Room
January 31, 2019 10:00 a.m. - 4:00 p.m. \$80 clients/\$90 non-clients (Lunch Provided)	Human Resources - Personnel Academy <sup>2</sup>	Carl D. Corbin	<b>K-12</b> Staff Responsible for HR Matters	Redwood Room



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March 5, 2019 10:00 a.m. - 1:00 p.m. \$50 clients/\$60 non-clients	Review of New Legislation Impacting Education for 2019 <sup>2</sup>	Carl D. Corbin	<b>K-12</b> Board Members and Superintendents	Redwood Room
March 19, 2019 10:00 a.m. - 1:00 p.m. \$50 clients/\$60 non-clients	Legally Defensible Practices regarding Section 504 of the Rehabilitation Act of 1973 <sup>1</sup>	Carl D. Corbin	<b>K-12</b> All certificated staff would benefit, especially Administrators and School Psychologists.	Redwood Room
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