



SCHOOL & COLLEGE LEGAL SERVICES

OF CALIFORNIA

Santa Rosa Office

5350 Skylane Blvd., Santa Rosa, CA 95403

Phone: 707-524-2690

Fax: 707-578-0517

2020-2021 Workshops

as of December 8, 2020

Ukiah Office

2240 Old River Rd., Ukiah, CA 95482

Phone: 707-467-5127

Until further notice, all workshops will be presented via Zoom.

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
December 9, 2020 9:00 a.m. - 11:00 a.m. clients \$30/person non-clients \$40/person	Confidentiality and Record Retention/Destruction 101	Erin E. Stagg	K-12/CCD Administrators, Deputy/Asst. Administrators, Business Managers, and lower-level administrative staff	Zoom
December 18, 2020 2:00 p.m. – 4:00 p.m. clients \$30/person non-clients \$40/person	Sexual Harassment and Abusive Conduct Prevention Training (Combined 2 hours for supervisors and 1 hour for non-supervisors)	Kaitlyn A. Schwendeman	K-12/CCD Supervisory personnel including District Board Members and non-supervisors	Zoom
January 12, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Layoffs 101 (Certificated & Classified)	Carl D. Corbin	K-12 Staff responsible for layoffs.	Zoom
January 13, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Title IX Athletics	Monica D. Batanero & Kaitlyn A. Schwendeman	K-12/CCD Site Administrators, Title IX Coordinators, Equity and Inclusion Staff, Athletic Directors, Coaches, and Booster Club Members	Zoom
January 14, 2021 1:00 p.m. - 3:00 p.m. clients \$30/person non-clients \$40/person	Confidentiality and Record Retention/Destruction 101	Erin E. Stagg	K-12/CCD Administrators, Deputy/Asst. Administrators, Business Managers, and lower-level administrative staff	Zoom



DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
January 19, 2021 9:00 a.m. - 11:00 a.m. clients \$30/person non-clients \$40/person	Sexual Harassment and Abusive Conduct Prevention Training (Combined 2 hours for supervisors and 1 hour for non-supervisors)	Kaitlyn A. Schwendeman	K-12/CCD Supervisory personnel including District Board Members and non-supervisors	Zoom
January 22, 2020 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	The Intersection of Special Education and Other Laws	Jennifer E. Nix	K-12 Special Education Staff	Zoom
January 26, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Brown Act, Ethics, and Conflicts of Interest	Erin E. Stagg	K-12/CCD Board Members, Administrators, Deputy/Asst. Administrators, and Business Managers	Zoom
February 2, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Preschool Special Education A to Z	Jennifer E. Nix	K-12 School Site Administrators	Zoom
February 10, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	School and Workplace Investigations	Monica D. Batanero & Kaitlyn A. Schwendeman	K-12/CCD Site administrators, HR Staff, Title IX Coordinators, any others who might conduct investigations	Zoom
March 2, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Review of New Legislation for 2021	Carl D. Corbin	K-12 Board Members and Superintendents	Zoom
March 3, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	How to Respond to a Public Records Act Request	Jennifer Henry	K-12/CCD Administrators, Deputy/Asst. Administrators, Business Managers, and lower-level administrative staff	Zoom

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
March 10, 2021 9:00 a.m. - 3:00 p.m. clients \$75/person non-clients \$85/person	Human Resource Personnel Academy	Carl D. Corbin & Kaitlyn A. Schwendeman	K-12 Staff Responsible for HR Matters	Zoom
March 16, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Public Contracting	Erin E. Stagg	K-12/CCD Superintendents, Business Managers, and Facility Directors	Zoom
March 30, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Collective Bargaining: Everything District Negotiators Need to Know for the 2020-2021 School Year	Kaitlyn A. Schwendeman	K-12/CCD Negotiating Team Members	Zoom
April 6, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Student Discipline Including Special Education Issues	Carl D. Corbin	K-12 Administrators, school psychologists, and special education teachers	Zoom
April 14, 2021 9:00 a.m. - 3:00 p.m. clients \$75/person non-clients \$85/person	Employee Health Leave Rights and Employer Responsibilities	Nancy L. Klein & Kaitlyn A. Schwendeman	K-12/CCD Any administrator or employee responsible for monitoring or approving employee leaves or for providing notices related to health leaves	Zoom
May 5, 2021 9:00 a.m. - 11:00 a.m. clients \$30/person non-clients \$40/person	Sexual Harassment and Abusive Conduct Prevention Training (Combined 2 hours for supervisors and 1 hour for non-supervisors)	Kaitlyn A. Schwendeman	K-12/CCD Supervisory personnel including District Board Members and non-supervisors	Zoom

Workshop dates and times subject to change.

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

Advance reservations are necessary and space is limited. You may register on our website at www.sclscal.org, by calling (707) 524-2690, or by email to 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.

Workshop registration fees are per person.

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

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