



**SCHOOL & COLLEGE LEGAL SERVICES  
OF CALIFORNIA**

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**2021-2022 Workshops**  
as of July 29, 2021

**We are presenting our workshops with an in-person and virtual option through the use of SWIVL (<https://www.swivl.com/>). The workshops will be located at the Sonoma COE facility in the Teacher Learning Center.**

**The Zoom link and material will be distributed to registered attendees via email no later than close of business the day preceding the date of the workshop.**

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
August 31, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Best Practices in Assessment Associated with Emotional Disturbance & ERMHS <sup>1</sup>	Carl D. Corbin	<b>K-12</b> Special Education Administrators; School Psychologists; ERMHS Providers.	Virtually – Zoom  In-Person – Sonoma COE
September 1, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Collective Bargaining: Everything District Negotiators Need to Know <sup>2</sup>	Ellie R. Austin & Kaitlyn A. Schwendeman	<b>K-12/CCD</b> Negotiating Team Members	Virtually – Zoom  In-Person – Sonoma COE
September 2, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Title IX Regulations: Nuts & Bolts for Implementation <sup>2</sup>	Kaitlyn A. Schwendeman & Leah M. Smith	<b>K-12/CCD</b> Administrators, Title IX Coordinators, Deputy Title IX Coordinators, and Equity and Inclusion Staff	Virtually – Zoom  In-Person – Sonoma COE
September 8, 2021 9:00 a.m. - 11:00 a.m. clients \$30/person non-clients \$40/person	Sexual Harassment and Abusive Conduct Prevention Training <sup>2</sup>	Kaitlyn A. Schwendeman	<b>K-12/CCD</b> Supervisory personnel including District Board Members and non-supervisors	Virtually – Zoom  In-Person – Sonoma COE

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
September 9, 2021 12:30 p.m. - 3:30 p.m. clients \$45/person non-clients \$55/person	Student Discipline Including Special Education <sup>1</sup>	Carl D. Corbin	<b>K-12</b> Administrators, school psychologists, and special education providers	Virtually – Zoom  In-Person – Sonoma COE
September 17, 2021 9:00 a.m. - 3:00 p.m. clients \$75/person non-clients \$85/person	Human Resource Personnel Academy <sup>2</sup>	Carl D. Corbin & Kaitlyn A. Schwendeman	<b>K-12</b> Staff Responsible for HR Matters	Virtually – Zoom  In-Person – Sonoma COE
September 21, 2021 9:00 a.m. – 1:00 p.m. clients \$60/person non-clients \$70/person	Title IX Part I - Coordinator Essentials <sup>2</sup>	Kaitlyn A. Schwendeman & Leah M. Smith	<b>K-12/CCD</b> Administrators, Title IX Coordinators, Deputy Title IX Coordinators, and Equity and Inclusion Staff	Virtually – Zoom  In-Person – Sonoma COE
September 22, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Public Contracting <sup>2</sup>	Loren W. Soukup & Erin E. Stagg	<b>K-12/CCD</b> Superintendents, Business Managers, Facility Directors	Virtually – Zoom  In-Person – Sonoma COE
September 24, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Hot Topics in Special Education <sup>1</sup>	Jennifer E. Nix	<b>K-12</b> Special Education Staff	Virtually – Zoom  In-Person – Sonoma COE
September 28, 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 <sup>2</sup>	Erin E. Stagg	<b>K-12 /CCD</b> Administrators, Deputy/Asst. Administrators, Business Managers, lower-level administrative staff	Virtually – Zoom  In-Person – Sonoma COE

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
October 1, 2021 9:00 a.m. - 11:00 a.m. clients \$30/person non-clients \$40/person	Charter School Law for the 2021-2022 School Year	Jennifer E. Nix	<b>K-12</b> Charter School Authorizers and Charter School Directors	Virtually – Zoom  In-Person – Sonoma COE
October 5, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Brown Act, Ethics, and Conflicts of Interest <sup>2</sup>	Erin E. Stagg	<b>K-12/CCD</b> Board members, Administrators, Deputy/Asst. Administrators, Business Managers, etc.	Virtually – Zoom  In-Person – Sonoma COE
October 6, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	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	Virtually – Zoom  In-Person – Sonoma COE
October 14, 2021 9:00 a.m. – 1:00 p.m. clients \$60/person non-clients \$70/person	Title IX Part II - Conducting Title IX Investigations <sup>2</sup>	Kaitlyn A. Schwendeman & Leah M. Smith	<b>K-12/CCD</b> Administrators, Title IX Coordinators, Deputy Title IX Coordinators, and Equity and Inclusion Staff	Virtually – Zoom  In-Person – Sonoma COE
October 21, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	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 & Steven P. Reiner	<b>K-12</b> School site and district office staff who regularly respond to questions and requests from parents, community members, board trustees, administrators and/or students	Virtually – Zoom  In-Person – Sonoma COE

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
October 27, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Social Media 101: Student Issues, Employee Issues, Board Member Issues and more!*	Erin E. Stagg & Kaitlyn A. Schwendeman	<b>K-12</b> School site and district level administrators	Virtually – Zoom  In-Person – Sonoma COE
November 3, 2021 9:00 a.m. - 3:00 p.m. clients \$75/person non-clients \$85/person	School Site Administrators 101	Carl D. Corbin & Kaitlyn A. Schwendeman	<b>K-12</b> School site administrators	Virtually – Zoom  In-Person – Sonoma COE
November 8, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Common Special Education Mistakes Leading to Litigation <sup>1</sup>	Jennifer E. Nix	<b>K-12</b> Special Education Staff	Virtually – Zoom  In-Person – Sonoma COE
November 10, 2021 9:00 a.m. – 1:00 p.m. clients \$60/person non-clients \$70/person	Title IX Part III - Nuts and Bolts of the Title IX Coordinator's Role <sup>2</sup>	Kaitlyn A. Schwendeman & Leah M. Smith	<b>K-12/CCD</b> Administrators, Title IX Coordinators, Deputy Title IX Coordinators, and Equity and Inclusion Staff	Virtually – Zoom  In-Person – Sonoma COE
November 17, 2021 9:00 a.m. – 1:00 p.m. clients \$60/person non-clients \$70/person	Comprehensive Review and Practical Guidance on Student Discipline <sup>1</sup>	Kaitlyn A. Schwendeman & Leah M. Smith	<b>K-12</b> All school site and district administrators who have student discipline responsibilities	Virtually – Zoom  In-Person – Sonoma COE
December 3, 2021 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Special Education for New Site Administrators <sup>1</sup>	Jennifer E. Nix	<b>K-12</b> School Site Administrators	Virtually – Zoom  In-Person – Sonoma COE

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
December 8, 2021 9:00 a.m. – 1:00 p.m. clients \$60/person non-clients \$70/person	Title IX Part IV - Additional Title IX Challenges for Community Colleges <sup>2</sup>	Kaitlyn A. Schwendeman & Leah M. Smith	<b>CCD</b> Administrators, Title IX Coordinators, Deputy Title IX Coordinators, and Equity and Inclusion Staff	Virtually – Zoom  In-Person – Sonoma COE
December 9, 2021 9:00 a.m. - 11:00 a.m. clients \$30/person non-clients \$40/person	Confidentiality and Record Retention/Destruction 101 <sup>2</sup>	Erin E. Stagg	<b>K-12/CCD</b> Administrators, Deputy/Asst. Administrators, Business Managers, lower-level administrative staff	Virtually – Zoom  In-Person – Sonoma COE
January 12, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Layoffs 101 (Certificated & Classified)	Carl D. Corbin	<b>K-12</b> Staff responsible for layoffs	Virtually – Zoom  In-Person – Sonoma COE
January 13, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Title IX Athletics <sup>2</sup>	Kaitlyn A. Schwendeman	<b>K-12/CCD</b> Site Administrators, Title IX Coordinators, Equity and Inclusion Staff, Athletic Directors, Coaches, and Booster Club Members	Virtually – Zoom  In-Person – Sonoma COE
January 21, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	The Intersection of Special Education and Other Laws <sup>1</sup>	Jennifer E. Nix	<b>K-12</b> Special Education Staff	Virtually – Zoom  In-Person – Sonoma COE
January 24, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	The Brown Act, Conflicts of Interest and Governance Basics <sup>2</sup>	Erin E. Stagg	<b>K-12/CCD</b> Board members, Administrators, Deputy/Asst. Administrators, Business Managers, etc.	Virtually – Zoom  In-Person – TBD

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
January 25, 2022 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 2021-2022 School Year <sup>2</sup>	Kaitlyn A. Schwendeman	<b>K-12/CCD</b> Negotiating Team Members	Virtually – Zoom  In-Person – Sonoma COE
January 27, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Review of New Legislation Impacting Education for 2022 <sup>2</sup>	Carl D. Corbin	<b>K-12</b> Board Members and Superintendents	Virtually – Zoom  In-Person – Sonoma COE
February 4, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Preschool Education A to Z <sup>1,2</sup>	Jennifer E. Nix	<b>K-12</b> School Site Administrators	Virtually – Zoom  In-Person – Sonoma COE
February 10, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	School and Workplace Investigations <sup>2</sup>	Kaitlyn A. Schwendeman & Leah M. Smith	<b>K-12/CCD</b> Site administrators, HR Staff, Title IX Coordinators, any others who might conduct investigations.	Virtually – Zoom  In-Person – Sonoma COE
February 24, 2022 9:00 a.m. – 1:00 p.m. clients \$60/person non-clients \$70/person	Title IX Part II - Conducting Title IX Investigations <sup>2</sup>	Kaitlyn A. Schwendeman & Leah M. Smith	<b>K-12/CCD</b> Administrators, Title IX Coordinators, Deputy Title IX Coordinators, and Equity and Inclusion Staff	Virtually – Zoom  In-Person – Sonoma COE
March 3, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	How to Respond to a Public Records Act Request <sup>2</sup>	Jennifer Henry	<b>K-12/CCD</b> Administrators, Deputy/Asst. Administrators, Business Managers, lower-level administrative staff	Virtually – Zoom  In-Person – Sonoma COE

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
March 16, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Public Contracting <sup>2</sup>	Erin E. Stagg	<b>K-12/CCD</b> Superintendents, Business Managers, Facility Directors	Virtually – Zoom  In-Person – Sonoma COE
April 6, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Student Discipline Including Special Education <sup>1</sup>	Carl D. Corbin	<b>K-12</b> All school site and district administrators who have student discipline responsibilities	Virtually – Zoom  In-Person – Sonoma COE
April 14, 2022 9:00 a.m. - 3:00 p.m. clients \$75/person non-clients \$85/person	Employee Health Leave Rights and Employer Responsibilities <sup>2</sup>	Nancy L. Klein & Kaitlyn A. Schwendeman	<b>K-12/CCD</b> Any administrator or employee responsible for monitoring or approving employee leaves or for providing notices related to health leaves	Virtually – Zoom  In-Person – Sonoma COE
April 27, 2022 9:00 a.m. - 11:00 a.m. clients \$30/person non-clients \$40/person	Sexual Harassment and Abusive Conduct Prevention Training <sup>2</sup>	Kaitlyn A. Schwendeman	<b>K-12/CCD</b> Supervisory personnel including District Board Members and non-supervisors	Virtually – Zoom  In-Person – Sonoma COE
May 12, 2022 9:00 a.m. - 11:00 a.m. clients \$30/person non-clients \$40/person	Confidentiality and Record Retention/Destruction 101 <sup>2</sup>	Erin E. Stagg	<b>K-12/CCD</b> Administrators, Deputy/Asst. Administrators, Business Managers, lower-level administrative staff	Virtually – Zoom  In-Person – Sonoma COE

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

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

<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. For in-person attendees, each registrant wishing to receive credit must submit at the time of the workshop, a check for \$20 made out to CASP and a completed CASP form which SCLS will provide. For virtual attendees, information will be provided at the beginning of the workshop. 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.

Certificates of completion can be provided upon request as evidence of completion for the American Speech-Language-Hearing Association.

Advance reservations are necessary and space is limited. You may register on our website at [www.sclscal.org](http://www.sclscal.org), by calling (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.

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.