



Santa Rosa Office
5350 Skylane Blvd., Santa Rosa, CA 95403
Phone: 707-524-2690
Fax: 707-578-0517

Ukiah Office
2240 Old River Rd., Ukiah, CA 95482
Phone: 707-467-5127

2022-2023 Workshops

as of September 14, 2022

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

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
September 22, 2022 9:00 a.m. – 12:00 p.m. clients \$45/person non-clients \$55/person	Evaluations, Investigations, and Documentation of Employees	Nancy L. Klein & Leah M. Smith	K-12 Staff that Supervise Employees and/or Conduct Investigations	Virtually – Zoom
September 23, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Hot Topics in Special Education ¹	Jennifer E. Nix	K-12 Special Education Staff	Virtually – Zoom
September 27, 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 ²	Erin E. Stagg	K-12/CCD Administrators, Deputy/Asst. Administrators, Business Managers, lower-level administrative staff	Virtually – Zoom

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
October 4, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Public Contracting ²	Loren W. Soukup & Erin E. Stagg	K-12/CCD Superintendents, Business Managers, Facility Directors	Virtually – Zoom
October 5, 2022 4:00 p.m. - 7:00 p.m. clients \$45/person non-clients \$55/person	The Brown Act, Conflicts of Interest and Governance Basics ²	Erin E. Stagg	K-12/CCD Board members, Administrators, Deputy/Asst. Administrators, Business Managers, etc.	Virtually – Zoom In-Person – Sonoma COE – Board Room
October 6, 2022 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 ¹	Leah M. Smith	K-12 All certificated staff would benefit, especially Administrators and School Psychologists	Virtually – Zoom In-Person – Sonoma COE
October 13, 2022 9:00 a.m. - 1:00 p.m. clients \$60/person non-clients \$70/person	Title IX: Part II: Conducting Title IX Investigations ²	Kaitlyn A. Schwendeman & Leah M. Smith	K-12/CCD Administrators, Title IX Coordinators, Deputy Title IX Coordinators, and Equity and Inclusion Staff	Virtually – Zoom In-Person – Sonoma COE
October 18, 2022 9:00 a.m. - 3:00 p.m. clients \$75/person non-clients \$85/person	School Site Administrators 101	Kaitlyn A. Schwendeman & TBD	K-12 School site administrators	Virtually – Zoom In-Person – Sonoma COE
November 2, 2022 10:00 a.m. - 12:00 p.m. clients \$30/person non-clients \$40/person	Legal Best Practices for Supporting Transgender and Gender- Nonconforming Students & Staff	Leah M. Smith	K-12 Administrators, student services directors, district staff	Virtually – Zoom In-Person – Sonoma COE

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
November 7, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Common Special Education Mistakes Leading to Litigation ¹	Jennifer E. Nix	K-12 Special Education Staff	Virtually – Zoom In-Person – Sonoma COE
November 10, 2022 9:00 a.m. - 1:00 p.m. clients \$60/person non-clients \$70/person	Title IX: Part III: Additional Title IX Challenges for Community Colleges ²	Leah M. Smith	CCD Administrators, Title IX Coordinators, Deputy Title IX Coordinators, and Equity and Inclusion Staff	Virtually – Zoom In-Person – Sonoma COE
November 17, 2022 9:00 a.m. - 1:00 p.m. clients \$60/person non-clients \$70/person	Comprehensive Review and Practical Guidance on Student Discipline ¹	Leah M. Smith	K-12 All school site and district administrators who have student discipline responsibilities	Virtually – Zoom In-Person – Sonoma COE
December 1, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Title IX: Part IV: Athletics ²	Kaitlyn A. Schwendeman	K-12/CCD Site Administrators, Title IX Coordinators, Equity and Inclusion Staff, Athletic Directors, Coaches, and Booster Club Members	Virtually – Zoom In-Person – Sonoma COE
December 5, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Special Education for New Site Administrators ¹	Jennifer E. Nix	K-12 School Site Administrators	Virtually – Zoom In-Person – Sonoma COE

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
December 13, 2022 9:00 a.m. - 11:00 a.m. clients \$30/person non-clients \$40/person	Confidentiality and Record Retention/Destruction 101 ²	Erin E. Stagg	K-12/CCD Administrators, Deputy/Asst. Administrators, Business Managers, lower-level administrative staff	Virtually – Zoom In-Person – Sonoma COE
December 15, 2022 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Layoffs 101 (Certificated & Classified)	Loren W. Soukup	K-12 Staff responsible for layoffs	Virtually – Zoom
January 19, 2023 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	The Intersection of Special Education and Other Laws ¹	Jennifer E. Nix & Leah M. Smith	K-12 Special Education Staff	Virtually – Zoom In-Person – Sonoma COE
January 23, 2023 4:00 p.m. - 7:00 p.m. clients \$45/person non-clients \$55/person	The Brown Act, Conflicts of Interest and Governance Basics ²	Erin E. Stagg	K-12/CCD Board members, Administrators, Deputy/Asst. Administrators, Business Managers, etc.	Virtually – Zoom In-Person – Sonoma COE Oak Room
January 26, 2023 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Review of New Legislation Impacting Education for 2023 ²	Jennifer E. Nix	K-12 Board Members and Superintendents	Virtually – Zoom In-Person – Sonoma COE
January 31, 2023 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Student Discipline Including Special Education ¹	Jennifer E. Nix	K-12 Administrators, school psychologists, and special education providers	Virtually – Zoom In-Person – Sonoma COE

DATE	TITLE	PRESENTER	INTENDED AUDIENCE	LOCATION
February 2, 2023 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Preschool Education A to Z ^{1,2}	Jennifer E. Nix	K-12 School Site Administrators	Virtually – Zoom In-Person – Sonoma COE
February 8, 2023 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	School and Workplace Investigations ²	Kaitlyn A. Schwendeman & Leah M. Smith	K-12/CCD Site administrators, HR Staff, Title IX Coordinators, any others who might conduct investigations.	Virtually – Zoom In-Person – Sonoma COE
March 31, 2023 9:00 a.m. - 12:00 p.m. clients \$45/person non-clients \$55/person	Legally Defensible Assessments ¹	Jennifer E. Nix	K-12 Special Education Assessors School Psychologists Speech and Language Therapists	Virtually – Zoom In-Person – Sonoma COE
April 26, 2023 9:00 a.m. - 3:00 p.m. clients \$75/person non-clients \$85/person	Employee Health Leave Rights and Employer Responsibilities ²	Nancy L. Klein	K-12/CCD 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
May 3, 2023 9:00 a.m. - 11:00 a.m. clients \$30/person non-clients \$40/person	Sexual Harassment and Abusive Conduct Prevention Training ²	Leah M. Smith	K-12/CCD Supervisory personnel including District Board Members and non-supervisors	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.

- ¹ 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.
- ² 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.

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, 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.