



Personnel Academy Express

You may have missed the Personnel Academy live event in January 2024, but you don't have to miss out on the content! Join us for a three-hour live webinar highlighting the fan-favorite sessions of this event:

Understanding and Implementing HR Policies

Legal and local policies are the foundation for all HR functions and decisions. Explore board adopted provisions relevant to HR. Take part in a fast-paced and interactive session to learn how to ensure your practices and employment actions align with policy.

Understanding Educator Contract Administration

Receive an overview of educator contract management. Chapter 21 contracts extend specific rights to employees and requires administrators to make sound decision-making. Learn how you can support your administrators with contract management and understand the types of Chapter 21, provisions associated with each contract, timing for using contracts, the relationship between a contract and an employees pay, and best practices.

Effective Workplace Investigations in the School District Setting

Examine best practices to utilize and pitfalls to avoid when conducting investigations into employee misconduct and/or violations of district or company policy.

Thursday, April 25, 2024

9:00 AM to 12:20 PM

Target Audience: Personnel

FEE: \$125 member | \$175 non-member

CEU/CPE Hours: 3/3.5

About TASBO Webinars: Handouts will be distributed via email a day prior to the event—no prerequisites are required to register.

Zoom: This webinar will be presented on Zoom, and you will receive a link once registration is processed.

ABOUT TASBO EVENTS: Seating is limited, so register early. If you or (someone attending with you) need ADA assistance to participate, please call us at 512-462-1711.

CANCELLATION POLICY: **Cancellations are only accepted in writing.** Cancellations received seven (7) working days before the event are cancelled in full, those received one (1) to six (6) working days before the event are cancelled at 50 percent, and cancellations are not accepted the day of or after the event. If you do not cancel and/or do not attend, you are still responsible for payment. If TASBO cancels an event, you will be refunded in full.

Register online at [TASBO.org](https://www.tasbo.org) or return completed form by:

Mail: 5920 W. William Cannon, Building 1,
Suite 200, Austin, TX 78749

Fax: 512.462.1782

Email: register@tasbo.org (**DO NOT** email
Credit Card info)

Please PRINT clearly.

Name: _____ Title: _____

District/Employer _____

Contact Phone: _____ Email: _____

Payment Method: PO _____ Check Enclosed _____ Credit Card _____

