

Registration Information
For Questions Contact
Oaspa.exec.dir@gmail.com

\$200-OASPA District Members
\$250-Non-Members

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Ohio Association of School Personnel Administrators

Administrative Assistants' Conference

October 20th & 21st, 2022

Embassy Suites

**5100 Upper Metro Pl,
Dublin, OH 43017**

Agenda Day 1

1:00-1:30	Registration		
1:30-1:45	Welcome and Introductions	Marion Stout Allyson Couch	OASPA Treasurer Oakwood City Schools HR Director
1:45 - 2:30	The Value of the HR Administrative Assistant	Greg Hester	Hamilton County ESC HR Director
2:30 - 2:45	Break		
2:45 - 3:30	Preventing Burnout	Amy Samoksy	Oakwood Schools SEL Facilitator
3:30 - 4:30	Understanding Your Personality	Bridget Fiore	Oakwood Schools SEL Interventionist
4:30 - 5:30	Social Hour and Hors D'oeuvre		
5:30 - 6:30	Dinner		
6:30 - 8:00	Keynote - How to present yourself	Nancy Duggan	Ohio State University Director, EHE Career Development & External Relations

Agenda Day 2

7:00 - 8:00	Breakfast and Registration		
8:00 - 8:15	Welcome and Introductions	Allyson Couch	Oakwood City Schools HR Director
8:15 - 9:15	Understanding Bias	Danya Berry	DECA/UD Urban Academy
9:15 - 10:15	Choose One PeopleWerks Frontline Central PowerSchools	Sally Lacker	PeopleWerks Frontline Power Schools
10:15- 10:30	Break		
10:30 - 11:15	Choose One Google HR101 Board Agenda Prep	Deb Tschirhart Marion Stout Allyson Couch Cathie Newburg	SOITA MCESC HR Director Oakwood City HR Director & Admin. Assistant
11:15 -12:00	Choose One Google FMLA Licensure and Contract	Deb Tschirhart Allyson Couch Marion Stout	SOITA MCESC HR Director
12:00 - 12:45	Lunch		
12:45 - 1:45	New Hire Panel		
1:45 - 2:45	Stump The Lawyer		
2:45 - 3:00	Prizes and Closing		

