



BASA Golf Outing Registration June 5, 2017

It's that time again! Summer is right around the corner, and that means it's time for the **2017 BASA Golf Outing!**

This year's outing will be held on **Monday, June 5, 2017** at the **Royal American Links Golf Course** (3300 Miller-Paul Road, Galena, Ohio 43021).

Start time is 9:00 am!

Registration fee is **\$50/per player**. This fee includes your game, golf cart, lunch and refreshments.

Come join BASA and your colleagues for a day out of the office and onto the course!

- **Longest Drive Contest (Front 9 & Back 9 Winners!)**
- **Longest Putt Contest (Front 9 & Back 9 Winners!)**
- **Closest to the Pin Contest (Front 9 & Back 9 Winners!)**
- **Lowest Team Score**
- **Highest Team Score**
- **Plus Door Prizes!!**





2017 BASA Golf Outing Registration

June 5, 2017

Royal American Links Golf Course

Register Now!

Please complete the form below and return to BASA by **Mail** at 8050 North High Street, Suite 150, Columbus, OH 43235 or **Fax** to 614-846-4081; or **Register on-line** at www.basa-ohio.org.

Name: _____

District/Organization: _____

Address: _____

City/State/Zip: _____

Phone: _____ **Fax:** _____

Email: _____

Fee: \$50/per person *Please indicate if paying for the foursome*

ADD ADDRESS associated with card

Please Send an Invoice

Check Enclosed (Payable to BASA)

Credit Card Number: _____

Visa Expiration Date: ____/____ 3-Digit Security Code: _____

Master Card

	Name	Organization/School District	Phone #	Email
Player 1				
Player 2				
Player 3				
Player 4				

Tuesday, June 20, 2017

Module #1: "Setting Behavioral Expectations"

The first segment of the program provides video re-enactments of actual cases that model how to effectively manage Employee misconduct. It also introduces a rubric-based method for evaluating case facts and selecting fair, reasonable, and consistent disciplinary actions. This session establishes methods for modifying employee misconduct and underscoring expected behaviors.

8:30 am - 12:00 pm	12:00 pm - 1:00 pm	1:00 pm - 3:30 pm
<ul style="list-style-type: none"> • Introduction to Seminar & Types of Employee Discipline • Sources of Legal Risk During the Employee Discipline Process • Considerations for Disciplinary Actions Involving Education Employees • Considerations for Selecting or Recommending Employee Discipline in Specific Cases • Oral Warnings & When to Use Them 	<ul style="list-style-type: none"> • Written Warnings & When to Use Them • Working Lunch • Considerations for the Formal Types of Employee Discipline 	<ul style="list-style-type: none"> • Official Reprimands & When to Use Them • Suspensions & When to Use Them • Terminations & When to Use Them • Culminating Task: Using Reasonable & Appropriate Employee Discipline • Session Experience Survey

Wednesday, June 21, 2017

Module #2: "Reinforcing Behavioral Expectations"

The second segment of the program demonstrates how an Employee Code of Conduct inspires school leaders to modify employee behavior. It also details (1) the framework for such a code; (2) the procedures that need to be included for principals and supervisors; and (3) how to implement such a code. This session explores criteria for implementing such a code using state law, board policies, and current operational practices.

8:30 am - 12:00 pm	12:00 pm - 1:00 pm	1:00 pm - 3:30 pm
<ul style="list-style-type: none"> • Introduction to Seminar & Grounds for Employee Discipline • Considerations for Structuring the Code of Employee Conduct • Lack of Professional Competence as Grounds for Employee Misconduct • Differentiating District Policy Violations from Other Forms of Employee Misconduct • Dishonesty, Records Falsification or Failure to Accurately Provide Requested Information • Insubordination & Related Forms of Non-Compliance • Attendance, Leave or Contract Day Policy Violations 	<ul style="list-style-type: none"> • Inappropriate, Abusive or Offensive Conduct • Working Lunch • Considerations in Cases of Alleged Criminal Misconduct by Employees 	<ul style="list-style-type: none"> • Examples of Employee Misconduct with Potential Criminal Consequences • Examples of Employee Misconduct with Potential Civil Consequences • Addressing Potential Gaps in the Code of Employee Conduct • The Role of Federal & State Statutes in the Code of Employee Conduct • The Role of Negotiated Agreements in the Code of Employee Conduct • Session Experience Survey

Thursday, June 22, 2017

Module #3: "Upholding Behavioral Expectations"

The last segment of the program examines important progressive discipline and due process concerns for all actions. It presents how to: (1) create a clear disciplinary procedures; (2) structure documentation examples; and (3) compile and evaluate disciplinary data to reduce bias potential. This session reviews research-based principles to ensure disciplinary actions are used effectively and defensibly.

8:30 am - 12:00 pm	12:00 pm - 1:00 pm	1:00 pm - 3:30 pm
<ul style="list-style-type: none"> • Introduction to Seminar & Executing Employee Discipline • Principles for the Execution of Employee Discipline within the LEA • Progressive Discipline Guidelines for Employees • Investigating Alleged Acts of Employee Misconduct or Lack of Professional Competence 	<ul style="list-style-type: none"> • Informal Employee Discipline: Executing an Oral Warning or a Written Warning • Working Lunch • Formal Employee Discipline: Executing an Official Reprimand 	<ul style="list-style-type: none"> • Formal Employee Discipline: Executing a Suspension • Formal Employee Discipline: Executing a Termination • Session Experience Survey



BASA and UpSlope Solutions Present:
Employee Discipline in an Education Environment
 June 20, 21, 22, 2017
 BASA Conference Room



Fees & Payment: \$159.00 Member/\$209.00 Non-Member Per Session (Includes Registration Fee, Materials, Continental Breakfast, Lunch, Breaks & Parking)

Employee Discipline - Modules 1, 2, & 3 - June 20-21-22, 2017

**Complete registration form and enclose a check or purchase order and mail to:
 BASA, 8050 North High Street, Suite 150, Columbus, OH 43235 or
 Fax to (614) 846-4081 or Register Online at www.basa-ohio.org**

Full Name: _____

Title: _____

Organization/School District: _____

Address/City/State/ZIP: _____

Phone: _____ **Fax:** _____ **Email:** _____

- Date of Session:**
- Tuesday, June 20, 2017
 - Wednesday, June 21, 2017
 - Thursday, June 22, 2017

Fees & Payment: **BASA Member \$159.00; Non-Member \$209.00**
(Each Session) (Includes Registration Fee, Materials, Continental Breakfast, Lunch, Breaks & Parking)

- Check Enclosed (payable to BASA) Purchase Order Attached Invoice Me

Cancellations & Refunds: Refunds or credit will be given only for cancellations made in writing & received by the BASA office up to five business days prior to the event date. Cancellations 5 business days or less prior to the event are subject to a 50% cancellation fee. No refunds will be given for "no-shows."

Additional Information: Participants will receive a certificate of completion and should discuss the outcomes of their experience with their Local Professional Development Committee (LPDC). Graduate credit is available for the Employee Discipline in an Education Environment program; for details, email gcu@upslopes.com prior to the workshop.

Questions? For additional information, contact BASA at 614-846-4080.