

BASA and UpSlope Solutions Present:

Employee Discipline in an Education Environment Module #3:

"Executing Employee Discipline"





Tuesday, March 31, 2015 8:30 am - 3:30 pm BASA Conference Room 8050 North High Street Columbus, OH 43235 (614) 846-4080 Wednesday, April 1, 2015 8:30 am - 3:30 pm The ESC Conference Center 6393 Oak Tree Blvd. Independence, OH 44131 (216) 524-3000

The last segment of the program introduces several risk-reducing principles to be kept in mind before, during, and after disciplinary actions, explores considerations for defensible progressive discipline guidelines, and reviews a basic framework for investigating alleged acts of misconduct. During the session, participants will gain a working understanding of the due process, procedural, and documentation concerns associated with disciplinary actions in Ohio.

	8:30 am - 12:00 pm	12:00 pm - 1:00 pm	1:00 pm - 3:30 pm
•	Introduction to Seminar and 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	 Informal Employee Discipline: Executing an Oral Warning or a Written Warning Working Lunch Formal Employee Discipline: Executing an Official Reprimand 	 Formal Employee Discipline: Executing a Suspension Formal Employee Discipline: Executing a Termination Session Experience Survey

Complete registra		Discipline purchase order and mail to: BASA, 8050 North Hig 9 846-4081 or Register on-line at www.basa-ohio.or	
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Organization/School District:	:		
Address/City/State/ZIP:			_
Phone:	_ Fax:	Email:	
Date/Location: r March 31—	-BASA r April 1—The ESC Con	ference Center	
• ` ` ` `	istration Fee, Materials, Continental SA) r Purchase Order Attached	Breakfast, Lunch & Breaks): \$159.00 Member \$209 r Invoice Me	0.00 Non-Member
Cancellations & Refunds Refunds or credit will be given or event date. Cancellations 5 busin "no-shows."	nly for cancellations made in writin	ng and received by the BASA office up to five businessence are subject to a 50% cancellation fee. No refund	ss days prior to the
Participants should discuss the or		ompletion. neir Local Professional Development Committee (LP ty. For information, email <u>gcu@upslopes.com</u> before	
Questions? For additional infor	rmation, call BASA at 614-846-408	0.	