

Agenda:

The sessions for the MAEOP Spring 2021 Workshop have been approved for 8 hours of In-Service Training for PSP requirements

Monday, April 5, 2021

6:00 - 7:00 p.m.

MAEOP Executive Board Meeting

7:00 - 8:00 pm.

MAEOP Mentor social/meet and greet

Wednesday, April 7, 2021

Session 1 - (12:00 - 1:00 p.m.) Self Care

Presented by Amanda Lappe, MSW LCSW RPT, Social Worker for the Pattonville School District

"Self-care" is more than treating yourself to pedicures and cookies. It involves recognizing your own window of tolerance, knowing when you are reaching your limits, and implementing strategies to reduce stress and increase happiness. In this 45 minute session, we'll talk about what self-care is, how it relates to compassion fatigue and burnout, and you'll leave with ideas for adding self-care practices into your own life.

Tuesday, April 13, 2021

Session 2 - (12:00 - 1:00 p.m.) Legal Updates

Presented by Shellie Guin, Guin Mundorf

What's HOT and What's NOT?! In the dynamic world of public education, staying current on legal issues can be a challenge. We will identify hot legal trends and discuss how they affect your position.

Thursday, April 15, 2021

Session 3 - (6:00 - 7:00 p.m.) Organization/Time Management Roundtable

Presented by MAEOP President Marie Freeman, PSP

Roundtable discussion/members sharing organizational tricks that will help all office professionals

Monday, April 19, 2021

Session 4 - (12:00 - 1:00 p.m.) Technology - Google & Tips/Tricks

Presented by Jason Waltz, Instructional Technology Specialist for the Raymore-Peculiar School District

Google Insights: Come gain working insights into how to make Google's productivity suite work more effectively and efficiently for your needs. Bring your laptop or tablet to get the most out of this hands on session focusing on Google sheets, forms and so much more.

Thursday, April 22, 2021

Session 5 - (6:00 - 7:00 p.m.) Customer Service/Conflict Resolution

Presented by MAEOP President-Elect JoAnn Greenwell, CEOE

This session will explore the importance we play in the school environment as it relates to customer service and conflict resolution. An emerging body of research shows that culture, or how our school makes students, parents and coworkers feel, is nearly as important and impactful as the lessons we teach in our classroom.

Monday, April 26, 2021

6:00 - 8:00 p.m

MAEOP Business Meeting