

# ATTENTION TOTEM MEMBERS!!



**TOTEM... WE ARE ASD**  
**2018 TOTEM Spring Conference**  
Monday, March 12th & Tuesday, March 13th, 2018  
8 am to 5 pm at UAA Campus



*Dear TOTEM Member,*

TOTEM is pleased, once again, to present the registration packet for the TOTEM Spring Conference. **All employees (including less than 8 hour) will be paid for the hours they attend the conference.** Please take a moment to read the following notes regarding this year's conference and give the TOTEM Office a call at 562-1183 if you have further questions.

**ALLERGIES:** Out of courtesy for those with allergies, please refrain from wearing perfumes or other fragrances to the TOTEM Conference.

**BROWN BAG LUNCHES:** After considering feedback from past years' conferences, lunches will not be offered at the TOTEM Spring Conference this year. TOTEM will provide ice tea, water and lemonade during lunch, as well as a sweet treat. We will still be offering door prizes, so we invite you to pack a lunch and join us. As in previous years, a light breakfast will be served before the conference.

**COMPUTER CLASSES:** We are pleased to be able to hold almost all of our computer classes at UAA this year.

**LOCATION:** This year's conference will be held at UAA Campus on 36th. Registration will be held in the Lucy Cuddy Hall (see map on page 2).

**PARKING:** At UAA, free and convenient parking is available (see map on page 2).

**REGISTRATION:** Registration can now be done from the comfort of your nearest computer. For members who wish to get a jump on the most popular classes, registration will begin promptly on Friday, February 16th, at 4:00 pm. **If your circumstances change and you cannot come to the conference, please log in and drop your classes so another member will have the opportunity to take the class.**

A starburst-shaped callout box containing the text: "Sign up early to get the best choice of classes!!"

**VOLUNTEERS ARE ALWAYS WELCOME:** If you would like to help with morning registration, with distributing tickets at lunchtime or if you have door prizes to donate, please call (562.1183) or email our office (totemassoc@gci.net).

**CHILDREN ARE NOT ALLOWED AT THE CONFERENCE:** As the TOTEM Spring Conference is considered and paid as a workday, please remain professional and do not bring children with you to the conference.

**ASL INTERPRETER REQUESTS:** If you are in need of an interpreter for the Spring Conference, please email your request (after enrolling on MLP), with a list of desired classes, to Peggy Perkins (perkins\_peggy@asdk12.org). Requests must be submitted by Friday, March 2, at 4 pm. If you miss the deadline and still wish to attend the conference, you will have to choose between classes that have already been assigned an interpreter.

## More Important Conference Information...

### **MLP Registration Deadline - March 2!!!**

Here is a quick reference on how to log on to MLP:

- Log in to [www.mylearningplan.com](http://www.mylearningplan.com). If you don't know the username or password for your MLP account, contact PL (742-3846).
- Click on the District Catalog (under Activity Catalogs) in the left column.
- Under Search Options, type "TOTEM Spring Conference" in the search box, then click "Search." DO NOT change the dates already entered.
- All classes will be listed here after 4 pm on Friday, February 16, and until 8 pm, Friday, March 2.
- PLEASE NOTE: If you cannot see a list of classes, make sure that TOTEM is listed as your "Union Affiliation" by clicking on "My User Profile" in the left hand column of the home page.

**Registration on MLP is required and open to TOTEM employees only.**

Where to go at UAA on  
March 12th & 13th:

**Register here!**

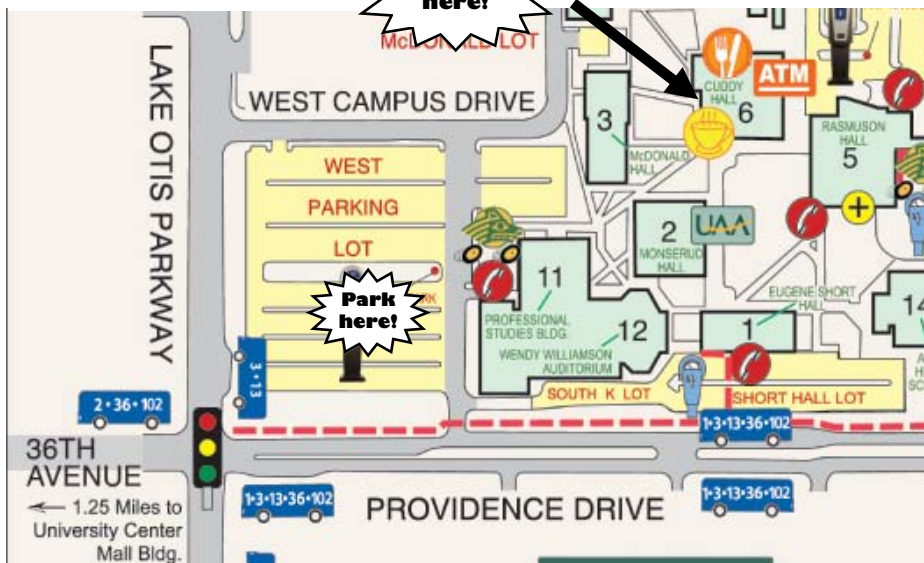
During Lunch at the Spring  
Conference....

MONDAY we will be awarding the 2018/19 \$250 Professional Growth and \$500 Continuing Education Member Scholarships.

TUESDAY we will be accepting nominations from the floor for the following TOTEM Board of Director positions:

- Vice President
- Treasurer
- 2 Member at Large - Instructional
- Member at Large - Non Instructional

Prior to the Conference you may also nominate yourself or another TOTEM member by sending an email to [totemassoc@gci.net](mailto:totemassoc@gci.net) or by faxing the Nomination Form to 562-0688. The form and other information are available on the TOTEM website at [www.totemassoc.org](http://www.totemassoc.org).



### **HOW TO BE SURE YOU ARE PAID FOR ATTENDING SPRING CONFERENCE:**

The only way you will get credit and be paid for attending the conference is to:

- **Be registered for each session** you attend on MLP and
- **Sign in and out** on the official class rosters at each session attended.

**There will not be any certificates of attendance/completion given at the conference.** TOTEM staff will confirm your attendance on MLP. You will be able to print verification of attendance from MLP starting Monday, March 19th.

**You must be registered** in My Learning Plan to have admittance into a session. There will be staff available to register you for classes at the conference on Monday and Tuesday if necessary, but session availability will be very limited. Classes fill quickly and we encourage you to pre-register on MLP. If staff registers you into MLP on Monday and Tuesday at the conference, you will be given a paper admission slip for the session(s). That slip must accompany the class roster with your signature. **Please note: Monday and Tuesday registration is for new registrations only. No changes will be made to existing registrations.**

The only way TOTEM staff will confirm your attendance in MLP is by having the verification of session registration in MLP, your signature on the class rosters and, in the case of a Monday and/or Tuesday late registration, the session admission slip.

### **SPRING CONFERENCE BASKETS**



After past year's successes, TOTEM has decided to hold another basket silent auction. TOTEM will

donate all the proceeds from the auction to Breast Cancer Research.

Please have a designated TOTEM representative from your school email us by March 9th to let us know:

- That you are doing a basket
- The names of the participants helping with the basket.

Email: [totemassoc@gci.net](mailto:totemassoc@gci.net)

# EmpCenter Totem Conference Job Aid

## Employee Totem Conference Directions using EmpCenter

Employees who have attended the Totem conference must enter a Professional Leave request in EmpCenter, and the instructions are provided below.

1. Login to My Learning Plan (MLP) to verify your conference sessions times, and print them.  
<https://www.mylearningplan.com/Index.html>

2. Login to EmpCenter and **create a leave request** for Professional Leave.
  - ◆ In the **comments** section, type “Totem Conference” and select **Next**.

3. **Change the hours** to match your MLP hours. Select **Update**.

Action	Date	Pay Code	Hours
	Mon 03/09/2015	Professional Leave	7.5
	Tue 03/10/2015	Professional Leave	3.5

4. Select **Submit**.
  - ◆ If your conference hours are more than your normal scheduled hours you may get a warning. Click **Submit** and the request will process.

5. Turn in your MLP verification to your Timekeeper. Once your supervisor has approved the leave request, the Timekeeper will verify that the time matches your MLP verification.
  - ◆ **Timekeepers:** If the conference hours are over the normal scheduled hours you will need to acknowledge the Exception for the time to be paid.

Date	Exception Message	Severity ▲	Acknowledge
Mon 03/09	7.50 hours reported exceed 3.50 scheduled hours for the day by more than 15 minutes. Timesheet will not be paid unless overridden by manager.	Error (not paid)	<input type="checkbox"/>

Session	Mon-AM			Mon-PM			Tues-AM			Tues-PM		
	A	A1	A2	B	B1	B2	C	C1	C2	D	D1	D2
50 Shades of Gray Matter: Brain, Part 1	8:00-11:50											
50 Shades Grayer: Brain, Part 2				1:10-5:00								
The Art of Saying "No": Setting Boundaries									10:00-11:50			3:10-5:00
ASD Computer Applications					1:10-3:00			8:00-9:50				
Basic Investment Education/Steps to Building an...						3:10-5:00			10:00-11:50			
The Basics of Emotions: Tears, Terrors and a Terrific...										1:10-5:00		
Basics of Interpreting in an Educational Setting											1:10-3:00	
Beginning Apps & Google Docs		8:00-9:50						8:00-9:50				
Beginning Google Forms			10:00-11:50						10:00-11:50			
Beginning Spreadsheets			10:00-11:50						10:00-11:50			
Beyond the Basics of Interpreting in an Educational...												3:10-5:00
Beyond the Basics of Sign Language							8:00-11:50					
Building Esprit de Corps				1:10-5:00								
Challenging Behavior and Function Based Interventions								8:00-9:50	10:00-11:50			
The Change Challenge				1:10-5:00								
The Customer Connection								8:00-9:50			1:10-3:00	
Elementary Scheduling	8:00-11:50						8:00-11:50					
Employment Magic: How to Move to a New...							8:00-11:50					
Explore Google!						3:10-5:00					1:10-3:00	
First Aid/CPR	8:00											5:00
First Aid/CPR Recertification				1:10-5:00			8:00-11:50			1:10-5:00		
FLIP IT@ Training	8:00											5:00
Function of Behavior: Strategies to Identify the Cause...	8:00-11:50											
Google Drive & Calendar		8:00-9:50										
Intermediate/Advanced Google Apps & Templates					1:10-3:00							
Intermediate/Advanced Google Forms						3:10-5:00						
Intermediate/Advanced Spreadsheets											1:10-3:00	
Introduction to Basic Sign Language	8:00-11:50			1:10-5:00								
Introduction to Defined Contribution Retirement...											1:10-3:00	
Mastering the Workflow	8:00-11:50											
Music Integration - A Powerful Tool for ELL Language...	8:00-11:50											
Nonviolent Crisis Intervention	8:00											
Nonviolent Crisis Intervention Refresher										1:10-5:00		
PERS: The Retirement Process												3:10-5:00
Reports Overview				1:10-5:00						1:10-5:00		
Setting Limits: Strategies to Support Students with...				1:10-5:00								
Social Stories: How to Reach and Teach Children...							8:00-11:50					
Stay Fueled			10:00-11:50									3:10-5:00
Success Starts Between the Ears		8:00-9:50									1:10-3:00	
Technology Vs. Humanity: Why Can't You Put That...							8:00-11:50					
Trauma, Miracles, Advocacy, Empathy - The Journey...					1:10-3:00	3:10-5:00						
Understanding Your District Benefits & the Vera...			10:00-11:50		1:10-3:00							
Using Games & Puzzles to Develop Math, Part One					1:10-3:00							
Using Games & Puzzles to Develop Math, Part Two						3:10-5:00						
Visual Supports: Strategies to Support Children on...										1:10-5:00		
We Know What Trauma Is: Now What Can We Do...										1:10-5:00		
What Is a Geoboard and Why Is It a Great Math...		8:00-9:50										
When the World or Your Life Goes Upside Down		8:00-9:50									1:10-3:00	
Youth Resilience & How to Maximize It			10:00-11:50									3:10-5:00

**50 Shades of Gray Matter:  
Brain, Part 1**

Deborah Maynard  
Session A

Learn new and amazing information about the human brain! Develop an understanding of how neurological functioning can go right and wrong. Learn about some commonly used drugs and how they affect brain function. Find out about the different kinds of brain waves, perception, memory and the development of intelligence.

**50 Shades Grayer:  
Brain and Your Senses,  
Part 2**

Deborah Maynard  
Session B

Discuss memory, how it can be altered and lost. Find out the secrets of emotion and their chemical basis. Look closer at perception through the eyes, ears, mouth and touch. See how sensory integration can be helpful and destructive. Learn about circadian rhythm, the effects of natural and artificial light on sleep and see how healthy sleep cycles benefit brain development and function. Discuss how physical movement affects the senses, learning and memory. Get a historical perspective on brain-based learning. Please note: *it is*

*helpful, but not necessary that you participate in Part 1 before taking Part 2.*

**The Art of Saying “No”:  
Setting Boundaries**

Karen Kirk  
Sessions C2, D2

Are you someone who everyone comes to, because you always say “Yes”?! How can you say “No” more, but still be that “go to” person? Recognize “No” phobia and why it’s difficult to say No. Identify the benefits of saying “No”! Learn what you need to address and overcome to say “No.” Come find out how to deliver the gracious “No.”

**ASD Computer  
Applications**

Scott Roleff  
Sessions B1, C1

This session is for those wanting to learn the basic skills and navigation of ASD online computer applications. We’ll cover basic Outlook (email) navigation, Mobile Apps for Email (Outlook App, O365 App, mail), Support Central, the ASD website, managing passwords, and searching for employment opportunities within ASD. This computer class is held onsite at UAA.

**Basic Investment  
Education/Steps to  
Building an Investment  
Strategy**

Thai Waltey  
Sessions B2, C2

These seminars discuss stocks, bonds, cash equivalents, mutual funds, and how they work. They discuss the different types of risk, and how to build a personalized investment strategy through asset allocation and diversification. These seminars are appropriate for those who wish to be educated on the basics of investing, whether they are just starting their career, or closing in on retirement. This session is given in tandem with a 403b Enrollment Round-table: Whether you are a new employee or preparing to retire, you may have some questions regarding your optional Anchorage School District 403(b) retirement plan. Please join Great-West Retirement Services for an informal Q & A session to answer some of the questions you may have. Great West Retirement Services will cover various topics including contribution limits, distribution options, advisory services, online resources and other details regarding your ASD 403(b) retirement plan.

**The Basics of Emotions:  
Tears, Terrors and a  
Terrific Day**

Deborah Maynard  
Session D

This presentation will cover Emotional Intelligence and why it is important to unlock the myths surrounding emotions as well as building mindfulness in children, creating mental toughness and mitigating mood swings. You will learn the physiology of emotions and the social necessity of emotional responses along with a glimpse into body language and the chemical interactions that may control our behavior. See an overview of the new *Peace in the School* program based on understanding mindfulness and student's emotions.

**Basics of Interpreting in  
an Educational Setting**

Barb Jacobs  
Session D1

This workshop is designed for bilingual employees who interpret within an educational setting. The workshop covers the skills, knowledge and abilities needed to become an interpreter. Participants will learn the code of ethics for interpreters, the role of interpreters and basic interpreting terminology. Participants will role play interpreting

at a parent-teacher conference.

**Beginning Apps &  
Google Docs**

Mary St John  
Sessions A1, C1

Move your school's critical documents into the cloud! In this session we'll cover many of the features in ASD Google Docs including creating and uploading documents, sharing settings, inserting comments, comment notifications and collaborating with others in documents. In addition, we'll also talk about methods of organizing documents and using search filters for finding documents. Finally, we'll discuss tips and tricks for using Google Docs in an office setting. This computer class will be held onsite at UAA.

**Beginning Google Forms**

Mary St John  
Sessions A2, C2

No more paper forms! This session will cover using Google forms and spreadsheets to quickly collect information from multiple sources. We'll focus on structure, question types and distribution. We'll look at how to set notifications so you know when someone has submitted answers to your form. Examples of what others are doing will be shared as well. This

computer class will be held onsite at UAA.

**Beginning Spreadsheets**

Scott Roleff  
Sessions A2, C2

This session is for those wanting to learn the basics of spreadsheets. Create, add, edit, and more. We will look at basic formulas as well as manipulating the data. Both Google Sheets & Excel will be covered. This computer class will be held onsite at UAA.

**Beyond the Basics of  
Interpreting in an  
Educational Setting**

Barb Jacobs  
Session D2

This workshop is designed for bilingual employees who have taken the Basics of Interpreter in an Educational Setting. The workshop will review the code of ethics for interpreters, and interpreting terminology. Participants will practice in consecutive interpreting and sight translation. There will be discussion on previous interpreting situations and ethical considerations that might have occurred. Participants will view a video on interpreting at an IEP parent conference.  
**Prerequisite:** *Basics of Interpreting in an Educational Setting.*

**Beyond the Basics of Sign Language**

Lee Waters  
Session C

This is a 4 hour workshop that will briefly cover the basics of introductory sign language and then learn specific sign communication skills for conversations. This workshop is largely interactive with scenarios for groups to participate in. **Please note:** This workshop is for those that took the basic class and/or already have knowledge/use of basic sign language.

**Building Esprit de Corps**

Ruth Schoenleben  
Session B

This workshop will give you tools to live and/or work with others individually or in a team environment. This is a practical, interactive workshop aimed at helping you find ways to not offend, not take offense, listen effectively, process conversations in a healthy way, and enjoy a variety of relationships.

**Challenging Behavior and Function Based Interventions**

Dale Foreman & Anne Paley  
Sessions C1, C2

Do you want more guidance around how to best support students with challenging behavior? In this training we

will focus on evidence based practices at the secondary level. We will provide hands on experience with scenarios, data taking and following behavior intervention plans. Come learn how to better support students in both general and special education settings at the secondary level. **\*\*Secondary Focus\*\*\***

**The Change Challenge**

Karen Kirk  
Session B

Change is hard. Whether someone is asking you to do something different or you are asking others to do something different. Come find out how to identify strategies to more successfully address change(s) in your life. Learn about the ‘human relationship’ with change. Identify the key to (any) change. Find out about the typical responses to change and learn how to address each one and how to overcome the most challenging response: resistance. Come learn how to move yourself through a change and assist others through change, as well.

**The Customer Connection**

Karen Kirk  
Sessions C1, D1

Why should you want to establish a customer connection? Because, quite

simply, it will make your work easier. Recognize the two most memorable types of customer service. Learn the key to establishing a strong customer connection. Identify the ABC’s of your (internal) service uniform. Find out about the two big ‘Don’ts,’ which, if you do them will make your work harder! Learn how to build and configure your own professional service point plan.

**Elementary Scheduling**

Katherine Jones  
Sessions A, C

For elementary school clerical staff who would like to review the Q Scheduling Module in depth. We will go over the Master Schedule, Assign Students, and Student Schedule Editor. If time allows we will cover Q Scheduling Reports. **Please note:** This class will be held offsite at the ASD Ed Center. Participants will be responsible for their own transportation.

**Employment Magic: How to Move to a New Employment Adventure**

Ruth Schoenleben  
Session C

The Magic Paragraph and other ‘Get a Job’ skills can lead you to your dream job. Discover tips to writing enticing resumes and interviewing that makes you

the candidate of choice. Learn ways to study who you are and what you want to do.

**Explore Google!**

Amy Frackman  
Sessions B2, D1

Learn to use the Chrome browser more efficiently, explore extensions and apps that add functionality to your Google experience. Need to keep lists, pictures, URLs, names... use Google Keep! Come learn what Google Apps has beyond just sheets & docs. This computer class is held onsite at UAA.

**First Aid/CPR**

TOTEM Board  
Sessions E, F

This session provides certification in First Aid and CPR to meet the requirements of the TOTEM contract. To receive your certificate you must attend all day.

**First Aid/CPR  
Recertification**

TOTEM Board  
Sessions B, C, D

This session provides recertification in First Aid and CPR to meet the requirements of the TOTEM contract. You must have a current First Aid/CPR card

**with an expiration date of  
March, 2018 or later.**

**FLIP IT® Training**

Katherine Staples & Kimmer Ball  
Sessions E, F

FLIP IT® is a strategy that includes four supportive steps to help young children learn about their feelings, gain self-control, and reduce challenging behavior. This training was developed by the Devereux Center for Resilient Children. This training is interactive, fun, and worthwhile for any staff members working with young children with challenging behaviors. Audience: Elementary TAs, and Tutors

**Function of Behavior:  
Strategies to Identify the  
Cause of Behavior and  
How to Address It**

Sara Dykstra & Heather LeBlanc  
Session A

Let's talk about working with the "tough" kids and why they behave the way they do! We will learn about research based strategies, practice using them with scenarios and develop plans to support our students.

Come learn how to better support students in both general education and special education settings! Participants will view many tips and tricks that work with

our hard to teach children. There will be an opportunity to ask questions and hopefully get answers. **\*\*Elementary Focus\*\***

**Google Drive & Calendar**

Scott Roleff  
Session A1

Google Drive can become the center of your office productivity tools. We will also cover how to manage and organize your Google Drive as well as using Google Drive for storing other resources such as PDFs, videos and more! In addition, organize your life with Google Calendars! Learn how to create and share calendars, add events, subscribe to other calendars and layer multiple calendars. This computer class will be held onsite at UAA.

**Intermediate/Advanced  
Google Apps & Templates**

Mary St John  
Session B1

Learn to use images, tables & drawings within Docs & Sheets. We'll also explore some of the additional tools available in Docs. Learn how templates can be useful and create templates for ASD. Examples and useful ideas will be shared for everything from calendars to year end checkouts. This computer class will be held onsite at UAA.



**Intermediate/Advanced  
Google Forms**

Mary St John  
Session B2

We'll focus on structure, question types and branching logic -- the ability to send one to different questions or pages of questions based on the answer to a previous question. We'll look at how to use Advanced Settings for data validation and how to set notifications so you know when someone has submitted answers to your form. This computer class will be held onsite at UAA.

**Intermediate/Advanced  
Spreadsheets**

Scott Roleff  
Session D1

Learn to link data on different sheets; Explore filters & functions; Explore add-ons & extensions for sheets. Learn conditional formatting, pivot tables, how to concatenate & text-to-columns, pull queries, right and left formulas & more! This computer class will be held onsite at UAA.

**Introduction to Basic Sign  
Language**

Lee Waters  
Sessions A, B

This a 4 hour workshop that will enable participants to learn basic sign language

skills including their name sign, numbers, letters and basic vocabulary as well as every day phrases that are useful for the classroom setting. This workshop will also provide a brief history of sign language through understanding deaf culture and trivia. There will be breakout sessions to include practice activities and generating needed vocabulary (signs) for classroom application. A couple of breaks will be provided.

**Introduction to Defined  
Contribution Retirement  
(DCRP) PERS Tier IV**

Becky Sheridan  
Session D1

This seminar is designed for Public Employees' Retirement System Tier IV and Teachers' Retirement System Tier III members who entered service after 7/1/2006. The interactive session covers this hybrid retirement plan and includes information about the defined contribution account, financial advice services, retiree insurance plans, Health Reimbursement Arrangement, occupational disability, eligibility, vesting, investment options, distribution and additional resources available.

**Mastering the Workflow**

Karen Kirk  
Session A

In today's workplace we have an overabundance of emails, text messages, voicemails, deadlines and responsibilities... As expectations and demands increase, how do we make the best use of our time? This session will help you re-discover methods of managing the work (rather than the work managing you). Come find out how to identify time wasters and habits which hinder productivity. Learn how the utilization of a simple technique "Brain DDD" can get things done. Identify simple organizational tools and techniques to: stay more focused, manage interruptions, manage multiple tasks – make the best use of the time you have! Learn how to prioritize, taking into account: tasks that need to be done, your time and your energy. Gain tools and techniques which will allow you to: take back control, take back your time and take back your sanity!

**Music Integration – A  
Powerful Tool for ELL  
Language Acquisition**

Benjamin Richardson  
Session A

This class explores research and practice for utilizing music integration to support

language acquisition. The class was developed to share simple ways that music can help English Language Learners. Strategies for teachers of all comfort levels with music will be shared. This will be an active learning experience where participants will be discussing, writing lyrics, and singing.

**Nonviolent Crisis Intervention**  
Melissa Frentzel & LaDonna Rees  
Session E

This training in Non-violent Crisis Intervention (NCI) is a program to provide for the care, welfare, safety, and security of everyone involved in a crisis situation. Staff will learn safe but effective techniques for physical management of students who are in crisis. This is inclusive of the CPI Behavior Crisis Model, Nonverbal Communication, Para verbal Communication, Verbal Escalation Continuum, Precipitating Factors, Rational Detachment, Integrated Experience, Fear and Anxiety, Decision Making Matrix, and Disengagement Strategies. Wear comfortable clothing and footwear (no open-toed shoes).

**Nonviolent Crisis Intervention Refresher**  
LaDonna Rees & Sara Dykstra  
Session D

\*\*Participants must have taken the NCI 1-day or refresher training in the previous school year. Please bring your blue card or evidence (MLP record). This training in Non-violent Crisis Intervention (NCI) is a program to provide for the care, welfare, safety, and security of everyone involved in a crisis situation. Staff will learn safe but effective techniques for physical management of students who are in crisis. This is inclusive of the CPI Behavior Crisis Model, Nonverbal Communication, Para verbal Communication, Verbal Escalation Continuum, Precipitating Factors, Rational Detachment, Integrated Experience, Fear and Anxiety, Decision Making Matrix, and Disengagement Strategies. Wear comfortable clothing and footwear (no open-toed shoes).

**PERS: The Retirement Process**  
Becky Sheridan  
Session D2

This seminar is designed for Tier I members (hired 1/1/1961-6/30/1986), Tier II member (hired 7/1/1986-6/30/1996), and Tier III members (hired 7/1/1996 - 6/30/2006). The interactive session covers the

retirement process, Voluntary Savings Plan, eligibility, vesting, service and benefit calculations, early and normal retirement, increasing service credit, survivor options, retiree insurance options, after retirement increases and the timing of benefits.

**Reports Overview**  
Katherine Jones  
Sessions B, D

For clerical staff who work in Q and would like to learn more about reports. We will work with pivot tables and general reports to review what Q has to offer. **Please note:** This class will be held offsite at the ASD Ed Center. Participants will be responsible for their own transportation.

**Setting Limits: Strategies to Support Students with Challenging Behaviors**  
Sara Dykstra & Heather LeBlanc  
Session B

Working with a student who has challenging behaviors? This is the session for you. We will primarily focus on the strategy of "Setting Limits." Participants will learn in-depth how this strategy works, will practice with other participants using scenarios and will have the

time to problem-solve with others. **\*\*Elementary Focus\*\***

**Social Stories: How to Reach and Teach Children on the Autism Spectrum**

Melissa Frentzel & Heather LeBlanc  
Session C

Social stories are a great research-based strategy to use with children on the Autism Spectrum. Come join us as we provide background information on Social Stories, incorporate hands-on activities, provide time to collaborate with others and the opportunity to create a social story to take with you. **\*\*Elementary focus\*\***

**Stay Fueled**

James Harris  
Sessions A2, D2

This presentation deals with the motivational aspects of finding, keeping and advancing at a job. It is also helpful in everyday life because each day we must decide to take action on one or many things. That action will have either a positive or negative impact on our lives. Learn tools to Stay Fueled and live with confidence.

**Success Starts Between the Ears**

James Harris  
Sessions A1, D1

This presentation is designed to explore the mental aspects of resume writing and interviewing strategies. It deals with the "Who Am I" rather than "What Am I."

**Technology Vs. Humanity: Why Can't You Put That Thing Down?**

Deborah Maynard  
Session C

This presentation covers the obvious and, not-so-obvious effects of constant social media and technological intrusion into our lives. The presenter will discuss the physical, social and emotional issues facing our youngest generation as well as the dramatically changing face of education in light of these issues. She will also present ideas for teachers and support personnel in dealing with tech devices and behavioral issues.

**Trauma, Miracles, Advocacy, Empathy – The Journey of Strong Leaders**

Shelly Vendetti-Vuckovich  
Sessions B1, B2

We want the leaders of tomorrow to be strong advocates of all cultures and groups; a world that recognizes and values the worth of others. Early years

are the time to reach out to children to help guide them on a path to that world. A parent's story of 2 little girls surviving abuse and trauma; the miracle of finding each other; sharing their success and helping create success by building an empathetic environment around us. How they have grown and become advocates, even speaking to a national audience. What a testament to the impact a school environment can play in our lives.

**Understanding Your District Benefits & the Vera Health Clinic**

ASD & Aetna  
Sessions A2, B1

This course will provide a brief overview of the District Health, Dental and Vision Benefits that are currently available to you. Additionally, representatives from Alliant Employee Benefits and Vera Whole Health Clinic will be present to talk to you about selecting the best plan for you and your family, as well as the Vera Clinic experience. The course will discuss the important difference between the PPO and Consumer Driven Health Plans (CDHP), using the Vera Clinic for Preventive, Primary and Acute care, Travel Benefits for health treatment, and they will help you learn how a patient can become a consumer in

today's ever-changing healthcare environment.

**Using Games & Puzzles to Develop Math Concepts & Skills, Part 1**

Arva Carlson  
Session B1

Games and puzzles can replace worksheets if used appropriately. Most games and puzzles are self-correcting so students can quickly identify when they make a mistake in a non-threatening situation. Unlike worksheets most students will persist until they complete the puzzle or game. A variety of math skills will be covered and you will go home with master copies of all handouts. You do not need to attend Part 2 to attend Part 1.

**Using Games & Puzzles to Develop Math Concepts & Skills, Part 2**

Arva Carlson  
Session B2

The format is the same as *Using Games and Puzzles to Develop Math Concepts and Skills Part 1*. However, the puzzles and games are different from those presented in Part 1. In addition, we will discuss math related books and how to use them in the classroom. You do not need to attend Part 1 to attend Part 2.

**Visual Supports: Strategies to Support Children on the Autism Spectrum**

Melissa Frentzel & Heather LeBlanc  
Session D

Visuals, visuals, visuals! Come join us as we discuss the importance of using visuals with children on the Autism Spectrum. We will have examples, how-to tips on creating your own, and hands-on activities. \*\*\*Elementary Focus\*\*\*

**We Know What Trauma Is: Now What Can We Do About It?**

Shelly Vendetti-Vuckovich  
Session D

A brief review of ACES (Adverse Childhood Experiences) and discussion of the impact on children in our schools. Building blocks, techniques and discussion about creating a Trauma Sensitive Environment throughout our schools, not just special education; but general education and support staff resources as well. Identify our own triggers and refine our own mission statements to become part of the positive change moving forward. Discuss the importance of selfcare and brainstorm ideas with others. It starts with us.....Better me =

better kids = better community!

**What is a Geoboard and Why Is It a Great Math Tool?**

Sandra Emmons  
Session A1

This workshop focuses on the use of Geoboards in the classroom. Geoboards can be used to develop a range of mathematical concepts plus an ability to work systematically and to think strategically. Geoboards are an invaluable, manipulative for any classroom—at primary or secondary level—to support children's mathematical development. Using hands-on and virtual activities, participants will learn various ways to teach mathematical concepts such as time, fractions, basic shapes, perimeter and area, as well as the characteristics of triangles and other polygons.

**When the World Or Your Life Goes Upside Down**

Ruth Schoenleben  
Sessions A1, D1

This is an interactive, hands on workshop to help you deal with the changes of life and work. What is the secret of thinking of change without falling apart, screaming or quitting your job or your life. HANG-ON! The cavalry is coming!

**Youth Resilience and How  
to Maximize It**

Ruth Schoenleben

Sessions A2, D2

How do I support the development of the individual student? How do I engage youth so they excel in every aspect of their lives? You can count on practical, hands on advice, and tricks of the trade to move youth from apathy or low self-esteem to DYNAMIC life adventures.