

If you are interested in the Leadership track, select this all-day course:

NEA Leadership Core Competencies (AM & PM, non-clock hours) - ESP leaders who understand their leadership not only enhance the capacity of their association, they can also use those new skills to become better professionals, regardless of the job family. For ESPs, gaining new skills has a residual impact on the students, families, and communities where they work, all of which provides an opportunity to discuss why the NEA Leadership Competency Framework is valuable and can support growth, along the Professional Growth Continuum. The session will allow participants to self-assess their current set of leadership competencies, determine strengths and weaknesses, and create an individual plan with an identifiable pathway to determine what additional training or experiences they need to achieve the goals in their plan. **Ideal for ALL ESP job categories**

If you are interested in learning more about organizing, select this all-day course:

Organizing & doorbelling (AM & PM, non-clock hours) - The Organizing Track will teach you about the story of self, organizing in your local and the power of political organizing. In the afternoon, you will go doorbelling for a wonderful candidate, Kristine Reeves, who has been an advocate for public school employees. Rep. Reeves was a champion for fully funding education and coming into compliance with the McCleary decision. We need to make sure she continues to be an advocate and voice for public education and public education employees. Here is a quote from Rep. Kristine Reeves, *"Most importantly, I would just say THANK YOU for doing what you do. You are saving kids' lives and may not even know it, may never get to hear them say thank you or see where they end up, so on their behalf, THANK YOU. As long as you are fighting for our kids and their future, I will be in Olympia fighting for you, your family and your future!"* If you feel passionately about public education in Washington State, we've got a great way you can make a difference. Education is the most pressing need facing our state right now, and the top issue for voters. We are looking for passionate, hard-working ESPs to be part of our effort. If you are up for the opportunity, choose this track. **Ideal for ALL ESP job categories**

If you are interested in Professional Development, you will select one (1) morning & one (1) afternoon session or select one (1) six-hour (6) session.

Select one (1) three-hour (3) MORNING session:

Microsoft Excel - Beginner (AM) - Covers introductory Excel skills, focuses on using the toolbar, working with simple formulas, and entering, sorting and formatting data. This class is for you if you only know how to open Excel and enter data into a work-sheet. This course is designed for Windows users, but Mac users are welcome. **Laptop with Excel installed required. Ideal for Clerical Services &**

Paraeducators

Financial Wellness 101 (AM) - We all know that our overall health is greatly impacted by our financial matters and some of the biggest underlying causes of health problems. These stresses can cause issues beyond the immediate to include family and even one's ability to do his/her job. Get basic personal financial tips and tools regarding budgeting, goal setting, savings and investing, retirement planning, credit management and credit scores. If you are interested in learning more about taking control of your financial life, this class is good for you. **Ideal for ALL ESP job categories**

Intro to ESP Bargaining (AM) - Many people imagine that collective bargaining is a mysterious ritual in which cigar-chomping big wigs and thugs sit in a smoke-filled back room, pounding the table with their fists and cutting secret deals. The reality of the bargaining process is very different. In this session, you will learn how bargaining is how ESP members can have an equal voice with management and help to shape a future with reasonable pay and working conditions. You will learn how bargaining works, your rights under the law, the conditions that can be controlled through your contract, and how you and your local can build the strength to be successful at the table. **Ideal for ALL ESP job categories**

Implicit Bias & Microaggressions (AM, 3 clock hours) - This class is designed to explore implicit bias and how it impacts students, colleagues and the people in our lives. Implicit bias refers to the attitudes or stereotypes that affect our understanding, actions, and decisions in an unconscious manner. We will also explore the impact of micro-aggressions on under-represented groups (People of color, LGBTQIA community, people with disabilities, etc.). **Ideal for ALL ESP job categories**

NEW! Front Office Management (AM) - Feel like you are on the front line? Feeling stressed and overwhelmed when you enter your workspace while dealing with long lines of students and parents before and after the bell rings? This session will help you set your priorities and organize your day while tackling many outside interferences. With a group discussion you will find out what is working and what is only adding to your frustration. **Ideal for Clerical Services & Paraeducators**

NEW! Advocating for Yourself as an ESP (AM) - ESP's are a crucial part of the educational team working directly with students in many capacities. They deserve the same respect, professional development and inclusion that other educators receive. It is critical that ESP's are equipped with the skills and knowledge to effectively advocate for themselves at their worksite, in their school district and in their community. In this workshop participants will learn how to advocate for self by recognizing and identifying the importance of embracing one's self-worth and value as an educator. They will also learn how to effectively share their story and build relationships to engage others (i.e. colleagues, parents and other members of the school community) in understanding and respecting the important role they play in student success. The more ESP's champion for themselves the more effective they will be for students! **Ideal for ALL ESP job categories**

NEW! Maintenance & Safety (AM) - This course will offer information on class room organizing and setup for safety and cleaning. We will be reviewing and explaining standard maintenance of classroom

and custodial equipment. There will also be a review of the communication between building staff and custodians and the critical importance of both. Understanding custodial operating procedures to help enhance those in that field. Most importantly, you will leave this training knowing how to better work with all building staff to create a healthy, clean, and a safe learning environment for all. **Ideal for Custodial & Maintenance Services**

NEW! Building Winning Teams (AM) - This training will address roles and responsibilities, the characteristics of effective teams, communication, conflict management, and problem-solving. Further, participants will examine how generational differences and various communication styles can affect the teaming process. Participants will learn about the collaborative problem-solving process and practice applying problem solving skills to a variety of scenarios. Teams will identify a problem or challenge that they want to improve upon and develop an action plan around that problem/challenge to implement after the training. **Ideal for Paraeducators**

NEW! Mental health & Fetal Alcohol Syndrome Awareness (AM) – Depression, anxiety disorders, eating disorders, OCD, psychotic behaviors, etc. Up to 1 in 5 students living in the US shows signs or symptoms of a mental health disorders in a given year. This class will cover some of the main issues they deal with and tips to take with you. **Ideal for ALL ESP job categories**

Effective & Collaborative School Communication Tools for Paras (AM, 3 clock hours) - This class is designed to further develop communication skills that can increase effectiveness at work with students and staff. After this training, Paraeducators will be able to list, define, and give examples of specific strategies for listening, questioning, and sharing feedback that can help with understanding others and being understood. This class is designed to strengthen work teams using strategies for resolving conflicts and making good decisions that support students as well as improve performance, productivity, and clarify misunderstandings. The class is also designed so that paraeducators will be able to identify strategies used to initiate and receive feedback regarding student learning and/or personal performance. **Ideal for Paraeducators**

Select one (1) three-hour (3) AFTERNOON session:

Microsoft Excel - Intermediate (PM) - This class covers basic intermediate Excel skills, focusing on formulas for manipulating text, formulas for calculation, and linking worksheets. This class is for you if you can enter, sort and format data in Excel, but have little experience using formulas. This course is designed for Windows users, but Mac users are welcome. **Laptop with Excel installed required. Ideal for Paraeducators & Clerical Services**

Difficult Conversations with Parents & Educators (PM, 3 clock hours) - Do you often face challenging situations while communicating with parents, students, administrators or colleagues? This course will examine effective strategies to help you communicate clearly and effectively under even the most difficult circumstances. We'll look at conversation models and resources from the texts of "Difficult", "Crucial" and "Fierce" "Conversations" as well as examine principles of non-verbal communication. Identify your communication "style under stress", learn to avoid climbing the "ladder of inference" and review and apply practical approaches to managing conversation conflicts. **Ideal for ALL ESP job categories**

Gripe vs Grievance (PM) - Worried about grievances? Maybe you're not even sure what a grievance is? This 3-hour course provides participants with the knowledge and confidence to deal with *grievance* issues. We will address how to define a grievance; discuss how to handle a request for a meeting; review just cause and due process; review sample language; and put into practice our learning. **Ideal for ALL ESP job categories**

True Colors (PM 3 clock hours) - True Colors is a training dedicated to building relationship with your colleagues, and the diverse students in the classroom setting. This training creates a foundation for differentiated instruction as well as managing behavioral issues. The information attained from the training helps educators increase student achievement by meeting the diverse needs of our ever-changing student populations. The core of the True Colors system identifies intrinsic values, motivations, self-esteem, sources of dignity and worthiness, causes of stress, communication styles, listening styles, non-verbal responses, language patterns, social skills, learning styles, environmental motivators, cultural appeal, negative mental states, relationship orientation, and ethical behaviors. A True Colors training provides:

- Increased understanding of self and others
- Expanded appreciation for valuing differences
- Communication skill-building
- Avenues for a more harmonious, productive environment
- Easy integration into existing organizational framework and previous programs
- A universal language that accelerates problem solving, increases trust, and reduces conflict

Ideal for ALL ESP job categories

Your Best You - Stress Management (PM) - Energy waning? Feeling burned out? Forgotten what makes you tick? Spend 3 hours examining what drains and feeds you. Learn skills that will help you find your passions and how to commit to yourself first. Through assessment, reflection and facilitation each participant should be able to identify personal stressors and learn techniques to lessen the stress and find a little joy. Time management, meditation, creative arts, and physical movement will all be covered. **Ideal for ALL ESP job categories**

Strategies for Addressing LGBTQ Bias (PM, 3 clock hours) - Designed for all school personnel, this unique workshop explores the relationship and commonalities among gender, race, and LGBTQ issues, with an emphasis on enhancing race and gender awareness when addressing LGBTQ issues in schools. **Ideal for ALL ESP job categories**

Academic & Behavioral Data Collection for Paras (PM, 3 clock hours) - This class is designed to maximize the effectiveness of a paraeducator by examining the consistent concepts of good instruction, understand how to give clear directions and how to use appropriate scaffolding. Paraeducators will be able to create opportunities for students to practice what they are learning as well as provide constructive feedback. Participants will also be able to show understanding of the different types of data that can help students succeed, comprehension of terminology used by administrators and teachers to describe various assessments and data uses, demonstrate how to take academic and behavioral data, and understand what student data must be kept private. **Ideal for Paraeducators**

Bullying & Sexual Harassment Prevention & Intervention (PM, 3 clock hours) - Recognizing the

pervasive role bullying plays in the lives of today's students, NEA offers a national program to engage members in bullying prevention providing members with resources and skills to prevent student-to-student bullying, cyberbullying, sexual harassment, and sexting. **Ideal for ALL ESP job categories**

De-escalation & Behavior Modification for Paras (PM, 3 clock hours) - The de-escalation training is designed to empower para-educators and school staff to address student agitation and escalating behavior and to calm and refocus the behavior back to student learning and time on task. The course teaches educators to understand that behavior is a form of communication and as a result, identify the aspects of escalating behavior, address the escalation, and select the correct response options. Participants will be provided with practical strategies, ideas, resources, and tools to better engage with students during times of escalation. This course is specifically designed for para-educators by paraeducators but other educators will see the connection to behavior management components in their instructional framework. **Ideal for Paraeducators**

The Paraeducator's Role in Supporting Students who use Assistive Technology (PM, 3 clock hours) - Assistive Technology (AT) can play a vital role in student success by reducing barriers to participation and learning. Successful AT implementation requires a team approach, and participants in this course focus on parent and paraeducator roles in the process. Case studies that illustrate how parent and paraeducator participation in AT implementation can impact student achievement are discussed. Participants will:

- Be introduced to AT tools and resources
- Learn about AT legal mandates in IDEA, 504, and ADA
- Understand the basics of AT consideration and assessment processes
- Review the components of a successful implementation plan

Ideal for Paraeducators

Select one (1) all-day (6 hours) session:

Students with Autism (AM & PM, 6 clock hours) - This course offers an in-depth look at autism characteristics in areas such as social reciprocity, shared attention, and perspective taking. Attendees learn how these deficits translate into academic, social, motor, communication and adaptive difficulties in schools and communities. This course provides an overview of the various behavioral, developmental and structured teaching approaches as well as a variety of effective classroom strategies to use in serving students with autism. Participants will:

- Examine the definition and characteristics of autism
- Learn successful strategies and interventions for use when serving students with autism in the classroom
- Obtain current and reliable resources focused on meeting the needs of students with autism

Ideal for ALL ESP job categories

Special Education & the Law – ESP Focused (AM & PM, 6 clock hours) - Understanding the Federal and State laws for providing special education programs in our public schools is imperative to ensure the compliant delivery of services to qualified students. This course provides an overview of the rules and regulations required for providing special education services. Based on WAC 392-172A and specific court cases, instruction provides participants with the tools needed to provide compliant services. Participants will:

- Gain awareness of the definition of Free Appropriate Public Education (FAPE) as it applies to students eligible for special education

- Walk through the IEP process – from referral through IEP development and implementation
- Gain awareness of the law as it applies to least restrictive environment (LRE)
- Know the importance of parent and student participation in all program decisions
- Gain awareness of procedural due process

Ideal for ALL ESP job categories

Behavior Intervention in Your School (AM & PM, 6 clock hours) - This course provides participants with a broad understanding of the what is behind student behavior and looks at successful strategies for teaching appropriate replacement behaviors. Attendees will have the opportunity to write appropriate individual behavior IEP goals as well as learn the steps for conducting a Functional Behavioral Assessment (FBA) and designing a Behavior Intervention Plan (BIP) based on FBA results.

Participants will:

- Learn the difference between discipline and changing behavior
- See and practice effective strategies for student de-escalation
- Examine strategies for re-teaching appropriate behaviors
- Complete a Functional Behavioral Assessment (FBA) interview
- Develop a positive Behavior Intervention Plan (BIP)
- Evaluate the effectiveness of the BIP by collecting student data

Ideal for ALL ESP job categories