

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT
Human Resource Services**

2015-2016 CLASSIFIED PROFESSIONAL DEVELOPMENT - SERIES III SEMINARS

<p>ATTENTION ALL SPOMS, CUSTODIANS, SUPERVISORS & CLASSIFIED EMPLOYEES! INVITATION TO JOIN US at the 2015-2016 SERIES III PROFESSIONAL DEVELOPMENT SEMINARS. CALENDAR THESE PROFESSIONAL DEVELOPMENT SEMINAR DATES for CAREER DEVELOPMENT OPPORTUNITIES and MORE! RSVP CONFIRMATION REQUIRED. Share your Questions & Interests with Joyce Compton via Email at joycec@scusd.edu or (916) 643-7492 **WE WELCOME ALL to JOIN in ATTENDING these INFORMATIVE and FREE SEMINARS!</p>	<p><i>The most powerful form of learning, the most sophisticated form of staff development comes not from listening to the good works of others. By reflecting on what we know with others, craft knowledge, and by sharing and giving it conversation.</i></p>	<p>PROFESSIONAL GROWTH PROGRAM Article 17: Deadline for filing prof. growth units shall be August 1 for changes effective September 1 and March 1 for changes effective April 1. Compensation for professional growth credit shall be September 1 and March 1 by the August 1 deadline and April 1 for units filed Development. PSL-F002 Request for Fast Track Final Approval of Classified Professional</p>									<p>*SAVE THE DATES! Human Resource Services looks forward to sharing a wealth of knowledge with everyone. *Shared Reasons to Make Professional Development a Priority: Career Learning Opportunities, Keeping Up with Current Trends, It's Fun, There's Money In It, Growth, Leadership, Discovery, Expertise, Inspiration, Learning, Networking, Motivating, Informative, Educational, Include on Resume and Share at Interviews, Support Colleagues, Staff, Students *Attendees interested in Professional Growth FAST TRACK credit will be required to SIGN IN for attendance verification. A Certificate of Accomplishment, with verified hours of attendance, will be issued by Human Resource Services for each classified employee, upon completion of this series of seminars.</p>
<p align="center">SERIES III PROFESSIONAL GROWTH FAST TRACK Seminar Topics (10)</p>	<p align="center"><u>Location/Date/Time</u></p>	<p align="center"><u>Maximum Enrollment Capacity</u></p>	<p align="center"><u>Guest Speaker(s)</u></p>	<p align="center">CONFIDENTIAL</p>	<p align="center">SEIU (Custodians)</p>	<p align="center">Non-Represented Supervisors</p>	<p align="center">Classified Mgt. (not applicable toward In-Service Growth)</p>	<p align="center">CSA, Supervisors</p>	<p align="center">Teamsters (SPOM's)</p>	<p align="center">Refer to your Collective Bargaining Agreement, Article 17, for Salary Stipend Eligibility</p>	
<p>*Setting Performance Expectations: Tools for setting expectations for staff and supporting professional growth and development; Demonstrate how supervisors & staff should collaborate to articulate & ensure mutual understanding of expectations; Discuss strategies on providing on-going feedback; Present a communication model so supervisors & staff can discuss performance issues and adjust if needed.</p>	<p align="center">September 24 , 2015, Thursday 4:00 p.m. to 6:00 p.m. (2 hours) at The MET High School, Conference Room, 810 V Street, Sacramento, CA 95818</p>	<p align="center">80 for each class session, RSVP required</p>	<p align="center">*Carol Rivero, MHN: Managed Health Network</p>	X	X	X	X	X	X		
<p>*Betco & Clean Source: The Cleaning Supply Experts; Chemical Do's and Don'ts</p>	<p align="center">October 29, 2015, Thursday 4:00 p.m. to 6:00 p.m. (2 hours) at The MET High School, Conference Room, 810 V Street, Sacramento, CA</p>	80	<p align="center">*Phil Davis, BETCO * Mike Velasquez, Clean Source</p>	X	X	X	X	X	X		
<p>*Communicating Effectively When the Stakes are High: Dealing with the Elephant in the Room: Understand what and who the elephant is; Know when the elephant exists; Address the elephant: risks & rewards; Communicate effectively & strategically when both emotions & stakes are high.</p>	<p align="center">November 12, 2015, Thursday 4:00 p.m. to 6:00 p.m. (2 hours) at The MET High School, Conference Room, 810 V Street, Sacramento, CA</p>	80	<p align="center">*Carol Rivero, MHN: Managed Health Network</p>	X	X	X	X	X	X		

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<p>*Safety Resources for Slips, Trips & Falls: Walking & Working Surfaces, Ladders & Scaffolding Safety; Fall Protection; Environmental Safety Hazards: Chemical Storage, Spill Containment, Combustible Dust; Medical & First Aid: Emergency Eyewash & Shower Equipment, Bloodborne Pathogens, Automated Emergency Defibrillator (AED)</p>	<p align="center">December 10, 2015, Thursday 4:00 to 6:00 p.m. (2 hours) at The MET High School, Conference Room, 810 V Street, Sacramento, CA</p>	<p align="center">80</p>	<p align="center">*Thomas Cabral, Grainger</p>	<p align="center">x</p>	<p align="center">x</p>	<p align="center">x</p>	<p align="center">x</p>	<p align="center">x</p>	<p align="center">x</p>		
<p>*Small Equipment Use: Hands On Demos: Auto Scrubbers, Water Vacuums, Belts, Battery Chargers and more!</p>	<p align="center">January 28, 2016, Thursday 4:00 p.m. to 6:00 p.m. (2 hours) at The MET High School, Conference Room, 810 V Street, Sacramento, CA</p>	<p align="center">80</p>	<p align="center">*Michael Breverly, Power Equipment, Building & Grounds/Operations SCUSD</p>	<p align="center">x</p>	<p align="center">x</p>	<p align="center">x</p>	<p align="center">x</p>	<p align="center">x</p>	<p align="center">x</p>		
<p>*Time Management: Most would agree that there are not enough hours in the day. An effective strategy for time management can help to achieve goals & focus on what is important. Identify ways to do more in less time.</p>	<p align="center">February 25, 2016, Thursday 4:00 p.m. to 6:00 p.m. (2 hours) at The MET High School, Conference Room, 810 V Street, Sacramento, CA</p>	<p align="center">80</p>	<p align="center">Victoria Brown, MHN, Managed Health Network</p>	<p align="center">x</p>	<p align="center">x</p>	<p align="center">x</p>	<p align="center">x</p>	<p align="center">x</p>	<p align="center">x</p>		

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<p>7 *Violent Intruder Training: Pro-active preparedness for pro-active approaches in responding to a Violent Intruder event.</p>	<p align="center">March 31, 2016, Thursday 4:00 p.m. to 6:00 p.m. (2 hours) at The MET High School, Conference Room, 810 V Street, Sacramento, CA</p>	<p align="center">80</p>	<p align="center">*Nina Delgadillo, Manager, Safe Schools with School Resource Officer, Carlos Martinez</p>	X	X	X	X	X	X				
<p>8 *Cyber Safety: Social Networking, Sexting, and Cyberbullying. The Internet, Social Media and Apps, Grooming and Predators, Internet Safety</p>	<p align="center">April 28, 2016, Thursday 4:00 p.m. to 6:00 p.m. (2 hours) at The MET High School, Conference Room, 810 V Street, Sacramento, CA</p>	<p align="center">80</p>	<p align="center">*Nina Delgadillo, Manager, Safe Schools with School Resource Officer, Carlos Martinez</p>	X	X	X	X	X	X				
<p>9 *Energy Management: Energy efficiency projects & programs designed to protect the environment, reduce operating costs and educate the students and staff of the District on energy consumption.</p>	<p align="center">May 12, 2016, Thursday 4:00 p.m. to 6:00 p.m. (2 hours) at The MET High School, Conference Room,</p>		<p align="center">*John Borges, Manager, Energy (Proposition 39), Facilities & Maintenance SCUSD</p>	X	X	X	X	X	X				

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<p>10 *Association of Financial Educators: Financial Strategies for Planning Ahead</p>	<p>June 9, 2016, Thursday 4:00 p.m. to 6:00 p.m. (2 hours) at The MET High School, Conference Room, 810 V Street, Sacramento, CA</p>	<p>80</p>	<p>*Andy Berleth, Association of Financial Educators</p>	<p>X</p>	<p>X</p>	<p>X</p>		<p>X</p>	<p>X</p>	

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