

ORDER FORM

Each audio conference/webinar registration includes one session with either one telephone connection or one webinar log-on connection, as applicable, at one physical location with unlimited participants from that one location. Additional telephone or webinar connections or multiple participating locations can be arranged at an additional charge. Permission is granted to distribute written materials to any attendees at your participating location.

Yes! I would like to register.

CONTACT NAME Mr / Ms / Dr _____ TITLE _____
(CIRCLE ONE)

SCHOOL DISTRICT/ORGANIZATION _____

BILLING ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE NUMBER _____

EMAIL _____

CHOOSE ONE: P.O. # _____ OR CHECK # _____

IMPORTANT NOTES:

- ➔ Please ask your technology department to enable your District's email system to receive email from info@wabsa.com so that you can receive our emails regarding the conferences. Confirmation that your order has been received, the dial-in instructions, and conference materials will all be emailed to the designated contact person.
- ➔ Registrations will be accepted through the end of the day before each conference.
- ➔ All registrations and orders must be pre-paid with a purchase order or check.
- ➔ Cancellations are subject to a \$15.00 processing fee. Registered participants who are unable to participate on the day of the conference will automatically receive the conference materials. No requests for refunds will be granted after the conference handout has been forwarded to all conference registrants.

Mail completed form to P.O. Box 2156, Austin, Texas 78768 or fax to 512-467-9318.

Questions? Call Tonya in our Austin office at 512-454-6864 or email tonyae@wabsa.com

1 FREE
AUDIO CONFERENCE
FOR RETAINER
CLIENTS



AUDIO CONFERENCES, WEBINARS AND SYMPOSIUMS
2011-2012 SCHOOL YEAR

GENERAL EDUCATION

All conferences begin at 10:00 a.m. unless stated otherwise

	REGISTER \$250 a session per ISD \$350 a session per ESC	add CD or DVD (check one) (\$65 extra)	CD or DVD only (check one) (\$175)	One Free Session (retainer clients)
August 31: Stand Up & Be Counted: Changes in Election Laws and How it Impacts School Trustee Elections and Redistricting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
September 7: Discipline Drama: How to Avoid Common Mistakes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
September 14: Procurement: Goods, Services, . . . and Exactly What Constitutes a Professional Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
September 28: Employee Documentation Strategies That Get Results	<input type="checkbox"/>	CD <input type="checkbox"/> DVD <input type="checkbox"/>	CD <input type="checkbox"/> DVD <input type="checkbox"/>	<input type="checkbox"/>
October 4: The Almighty WADA: Admissions, Attendance & Residency Considerations for Campus Administrators	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
October 11: Good Grief: Essential Tips for Maneuvering Grievances & EEOC/OCR Complaints with Ease	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
November 3: Back to Basics: Top 5 Student Issues for the New Administrator	<input type="checkbox"/>	CD <input type="checkbox"/> DVD <input type="checkbox"/>	CD <input type="checkbox"/> DVD <input type="checkbox"/>	<input type="checkbox"/>
November 10: Unemployment, Workers' Compensation & FMLA: The HR Professional's Survival Kit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
January 10: Austerity Measures: How to Cut Costs, Implement a RIF, & Still Come Out on Top	<input type="checkbox"/>	CD <input type="checkbox"/> DVD <input type="checkbox"/>	CD <input type="checkbox"/> DVD <input type="checkbox"/>	<input type="checkbox"/>
January 18: Construction Projects: From Brilliant Idea to Project Completion and Move-In	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
February 7: Decision Time: Gearing Up for a Successful Nonrenewal Season	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
February 15: Family Ties: Practical Tips for Keeping Your District Out of Parent Disputes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
April 4: Hiring Considerations in Tough Financial Times	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
April 10: Take a Byte Out of Bullying, Cyber-bullying & Student Use of Technology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
April 12: The Dirt on Buying, Selling & Leasing School District Real Property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
May 2: Getting Through Graduation with Ease	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SPECIAL EDUCATION

All conferences begin at 10:00 a.m. unless stated otherwise

	REGISTER \$250 a session per ISD \$350 a session per ESC	add CD or DVD (check one) (\$65 extra)	CD or DVD only (check one) (\$175)	One Free Session (retainer clients)
September 27: Prior Written Notice Made Easy: What, When, How	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
October 13: Legal Issues in Disciplining the Student with a Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
November 15: How to Handle Special Education Records: Retention, Destruction and Requests for Copies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
December 6: They Sued Me! What Now?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
January 24: What are the Courts Up To? Recent Special Education Cases	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
February 22: When the Parent Requests an IEE: How to Respond	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
April 17: "But the Doctor Says": Dealing With the OHI Student	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

HUMAN RESOURCES SYMPOSIUM 8:00 - 12:00

Please check the session you are registering for:

- Jan 18** – Region 13 ESC - Austin
- Jan 19** – Regions 10/11 - Irving at SpringHill Suites
- Jan 19** – Region 1 - Edinburg - location TBD
- Jan 20** – Region 4 - Houston at Holiday Inn Westchase
- Jan 23** – Region 20 ESC - San Antonio
- Jan 25** – Region 12 ESC - Waco
- Jan 26** – Region 2 ESC - Corpus Christi

Up to 3 attendees - \$100 Each additional attendee - \$25

A T T E N D E E S

Name/Title _____
 Email _____
 Name/Title _____
 Email _____
 Name/Title _____
 Email _____

Registration is limited to the indicated ESC member districts. Contact us if you would like a symposium in your region.

If needed, list names and email addresses on a separate sheet.