



CERTIFIED HR SPECIALIST FOR K-12 ADMINISTRATORS

ACTIVITY DESCRIPTION

Knowing the many challenges that face school districts today, Michigan State University's School of Human Resources & Labor Relations and Novi Community School District (NCSD) are teaming up to offer a special educational opportunity to all school districts.

OVERALL GOAL/OBJECTIVE OF PROGRAM

Intended for superintendents, HR administrators, HR staff, and building administrators, this program will expand your HR knowledge base so you can confidently serve as an HR resource for your School and District.

SPECIFIC LEARNING OUTCOMES FOR PARTICIPANTS

- Drive organizational success through **strategic HRM** practices
- **Complying with state and federal employment and labor laws**, including, but not limited to:
 - » Title IX
 - » FOIA
 - » FERPA
 - » FMLA
- Create a **safe and healthy** work environment
- Follow **ethical standards** of conduct
- **Strategies for recruiting, onboarding, and retaining** teachers, substitutes, and paraprofessionals
- Implement performance management, appraisal methods, and disciplinary methods that **increase employee effectiveness**
- Utilize **compensation and benefits**, including wellness programs, to achieve and **maintain a competitive edge**
- Build or expand your **professional HR network**
- Participants will **receive the leading graduate-level HR textbook**, *Human Resource Management*, by Noe et al, a **set of 5 course manuals**, and **access to an online HR Learning Management System**, containing a myriad of additional resources.

PROGRAM DETAILS

This is an engaging and highly interactive 10-week program meeting via Zoom.

Sessions will be Friday mornings from 9:00am - 12:00pm ET with the exception of week 9. Meeting date will be Thursday, November 10, 2022 instead of Friday, November 11, 2022.

- September 16, 23, & 30, 2022
- October 7, 14, 21, & 28, 2022
- November 4, 10*, & 18, 2022

REGISTRATION FEE: \$2,800

READY TO BEGIN?

To register or learn more about this program, please contact Kristi White, Outreach Program Coordinator, at whitekr@msu.edu or visit us online at <https://hrlr.msu.edu/chrsk12>