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MASBO Fall Conference 2009

Thursday & Friday, November 12 & 13, 2009

Holiday Inn Select Minneapolis/St. Paul International Airport Hotel

3 Appletree Square

Bloomington, MN 55425

Join us for the 2009 MASBO Fall Conference—two days of education, information and networking! Plus, be sure to attend the SBOSF Wine Tasting and Silent Auction, immediately following the session on November 12.

On Thursday, there are two not-to-be-missed sessions, with information you need to know now:

How to Handle a Difficult Employee and How to Build a Case for Termination
- Presented by Jennifer Early, an attorney with Knutson, Flynn & Deans, PA

This session reviews hiring practices including application forms, previous employment and credentials and legislation regarding references and exchange of information to help prevent districts from hiring the “difficult” or “problem” employee in the first place. Specific problem employees will be addressed, as well as free speech issues. Suggestions will be given for evaluations for licensed staff and non-licensed staff, as well as tips for conducting an effective investigation.

2009 Benefits and Compliance Update
- Presented by Keith Friede, from the Stanton Group

2009 has been marked by new and unprecedented legislation and regulations. In order to keep your organization’s litigation exposure minimized, stay up-to-date with the latest in compliance developments. Join HR and leadership consultant Keith Friede, a returning MASBO presenter, for a fast-discussion on the latest requirements, regulations and mandates that affect your organization’s benefits and human resources management. Topics include ADA, FMLA & Lilly Ledbetter Fair Pay Act and COBRA & HIPAA. Keith will also discuss GINA, CHIPRA, MHPA and Michelle’s Law.

On Friday, the day starts with a short MASBO meeting with committee reports and other updates, and then hear from Terry Fitzgerald from the Federal Reserve Bank of Minneapolis on “The Recession—in Perspective.” Spend the rest of the day choosing from eight different breakout sessions, including, “How to Report a Settlement,” “Proper Coding on UFARS,” “Introduction to Consumer Driven Health Care” and “Cash Flow Management.”

Complete conference details and registration information follows.....we hope you can join us!



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MASBO Fall Conference 2009 Agenda

THURSDAY, NOVEMBER 12, 2009

8:30 - 9:00 am Registration and Continental Breakfast

9:00 - 10:15 am **How to Handle the Difficult Employee and How to Build a Termination Case**

This session reviews hiring practices including application forms, previous employment and credentials and the legislation regarding references and exchange of information to help prevent districts from hiring the “difficult” or “problem” employee in the first place. Specific problem employees will be addressed:

• **The Chronically Absent/Tardy Employee**

What the employee’s legal rights are as per the MN Human Rights Act, Americans with Disabilities Act, Family Medical Leave Act and the Teacher Continuing Contract Law and what the employer’s right is to require regular and consistent attendance for teachers and the contractual obligations for all employees.

• **The Chemically Dependent Employee**

What the district’s statutory obligations are relating to state and federal laws and alcohol/drug testing.

• **Free Speech Issues**

What the constitutional authority is for both US and Minnesota and the application of free speech rights in the employment context for general considerations, private matters, public matters and classroom speech, conduct and activity.

Suggestions will be given for evaluations for licensed staff and non-licensed staff. In addition, attendees will learn how to conduct an effective investigation – with regard to who should conduct the investigation, planning for interviews and conducting interviews will be discussed. Also the legal issues to consider before making termination/discharge decisions for licensed staff, non-licensed staff and all employees.

Presenters. Jennifer Early; Knutson, Flynn & Deans, PA

11:30 am - 12:30 pm Lunch

12:30 - 4:00 pm **2009 Benefits and HR Compliance Update**

Keith Friede is a returning MASBO presenter, known for his highly informative and entertaining presentations. This is a not-to-be-missed session that will provide up-dates for 2009 for:

• **ADA**

Significant changes in key Americans with Disabilities Act definitions under the ADA Amendments Act, meaning far more employees now fall within the ADA’s protections, resulting in important implications for employers and their managerial processes.

• **FMLA**

New leave entitlements under the National Defense Authorization Act, and sweeping new regulations encompassing most FMLA administrative provisions.

• **Lilly Ledbetter Fair Pay Act**

A new law expanding employees’ ability to challenge alleged discriminatory pay practices

• **COBRA**

New requirements under the American Recovery and Reinvestment Act (ARRA), including new election notices and premium subsidies, and challenges with correctly identifying what constitutes an “involuntary termination”

• **HIPAA**

Expansions of privacy and security requirements under the Health Insurance Portability and Accountability Act (as passed under ARRA), and new regulations on privacy breach notifications

• **GINA**

New requirements under the Genetic Information Non-discrimination Act for group health plans and employers, including regulations for employment requirements under this important new mandate.

• **CHIPRA**

New requirements under the Children’s Health Insurance Program Reauthorization Act, including new special enrollment opportunities, new notification requirements and certain disclosure mandates to state agencies

• **MHPA**

New group health plan mandates under the Mental Health Parity and Addiction Equity Act, which dictate parity requirements for substance use benefits, deductibles and copayments, treatment limitations, out-of-network providers and other plan provisions.

• **Michelle’s Law**

A new mandate requiring extended coverage for individuals who would lose dependent eligibility under a group health plan due to a medically-necessary leave of absence from college or other post-secondary educational institution.

Presenter. Keith Friede

4:00 - 5:00 pm Membership Committee Meeting



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Agenda

FRIDAY, NOVEMBER 13, 2009

8:30 - 9:00 am.....Registration and Continental Breakfast

8:00 - 9:00 am.....Resource Meetings: Legislative, Communications & Engagement and School Finance

9:00 - 9:15 am State of MASBO
Presenter..... Connie Nordquist

9:00 - 9:15 amAnnouncement of Scholarship Recipients
Presenter..... Tom Gallagher, SBOSF

9:15 - 9:30 am Certification
Presenter..... Tina Burkholder

9:30 - 9:45 am Legislative Update and Platform
Presenter..... Valerie Dosland, Ewald Consulting

9:45 - 10:45 am **The Recession - In Perspective**
Terry J. Fitzgerald is a senior economist and assistant vice president at the Federal Reserve Bank of Minneapolis, who will share his thoughts on our current economic situation.
Presenter..... Terry Fitzgerald, Minneapolis Federal Reserve Bank

11:00 am - 12:00 pm.....**Educational Sessions:**

• **How to Report a Settlement**
Experts from MSBA and Education Minnesota show you how each organization reports and analyzes a settlement.
Presenters..... Bob Lowe, MSBA

• **GASB 16, 27, 45 and 47 - How to Deal with Them**
GASB reporting requirements are intended to standardize accounting results and provide a consistent measure for various benefit promises; however, even after initial implementation, many plan sponsors can be confused about the scope and purpose of each standard. This presentation will compare the scope of GASB Statements 16, 27, 45 and 47, discussing how they are related and explain how to know when each applies.
Presenter..... Mark Schulte, Van Iwaarden & Associates

• **Proper Coding on UFARS and How It Relates to Special Ed and SERVS**
Specific topics are MOE, IEP MA Services Identification, Objects 303 and 304, Indirect and strategies on use of funds and budgeting. This session guides you through the changes that affect your district and how your report special ed costs.
Presenter..... George Holt, MDE

12:00 - 1:00 pm..... Lunch

1:00 - 2:00 pm..... **Educational Sessions:**

• **Update on TRA**
This session provides you with information service credit, leaves of absence, maximum earnings, TRA annuitants and other items related to TRA.
Presenter..... Joe Crawford, TRA

• **UFARS 201 Workshop Questions and Feedback & SERVS Financial Update**
This session provides additional information on the numerous UFARS changes and the on-going SERVS Financial System with emphasis on the draw schedule available in October.
Presenter..... Cathy Wagner and Janna Duffy, MDE

• **Introduction to Consumer Driven Healthcare**
With the high costs of health insurance, employers need to become ever more creative in establishing their employee benefit programs. Explore ways employers can implement CDHC options to keep costs in check and still offer full medical coverage.
Presenter..... James Olney

2:15 - 3:15 pm **Educational Sessions:**

• **The Veterans Preference Act: How It Applies to Your Employees, Including Teachers**
The Veterans Preference Act previously applied to non-certified staff. Now, it also applies to certified staff. This session will provide a refresher on how the Act applies to current employees especially in termination cases and how it applies to non-tenured teachers.
Presenter..... Pat Maloney, Ratwik, Roszak & Maloney

• **Addressing the Needs of Deferred Maintenance with Fewer Dollars**
This session offers suggestions on how to improve deferred maintenance with declining budgets.
Presenter..... Troy Miller, DLR Group

• **Cash Flow Management: More Important Than Ever**
This session offers suggestions on cash flow management, which will be needed so that districts have sufficient cash resources to meet their obligations with no new revenue, the revenue shift and the federal stimulus process.
Presenters..... Kent Johnson, Steve Pumper, Dave Anderson; PMA



Registration Information

Fall Conference 2009

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Thursday & Friday, November 12 - 13, 2009

	Full Conference	November 12 Only	November 13 Only
Members	\$150	\$100	\$75
Non-Members	\$210	\$130	\$105
Retired/Life Members:	\$125	\$75	\$65

Payment Options

- VISA
 MasterCard
 American Express
 Check (payable to MASBO)

Enclosed: \$_____

CARD #	EXP. DATE
NAME ON CARD (PLEASE PRINT)	
AUTHORIZED SIGNATURE	

NAME
COMPANY
ADDRESS
CITY - STATE - ZIP
PHONE
EMAIL

Lodging Information

Holiday Inn Select Minneapolis/St. Paul
International Airport Hotel
3 Appletree Square (I-494 & 34th Ave So)
Bloomington, MN 55425
952-854-9000

Guest should ask for the "MASBO Block of Rooms" to receive the special rate of \$99. Reservations must be made by Wednesday, October 28 to receive the discounted rate.

Complete this form and fax back to the MASBO office at 651-917-1835
or register online at: www.mnasbo.org/events/2009_fall_conference.htm