

Join your colleagues for

Best Practices for Modifying Employee Behavior

Making the OH Professional Licensure Code of Ethics Work in Your District!



Learn to Lead Your Employees to Success
During this Leadership Staff Development
Event for Principals, Supervisors, HR
Directors, and Superintendents.



Module #1: Setting Employee Behavioral Expectations

REGISTRATION FEE:
\$159.00 BASA Member
\$209.00 Non-Member

REGISTRATION DEADLINE:
October 16, 2026

Registration fee includes materials,
continental breakfast, lunch, breaks,
and parking.

For Principals and Other Supervisors: This workshop provides video-based re-enactments of actual cases that model how to better manage behavioral expectations using informal and formal actions.

For HR Directors: This workshop introduces a rubric-based method for (1) evaluating case facts during investigations and (2) selecting responses that are fair, reasonable, and consistent across the school system.

For Superintendents: This workshop explores methods for modifying the underlying behaviors associated with staff conduct and productivity concerns and underscores how to set expected behaviors in the school system.

Four Dates & Locations to Choose From:

Wednesday, October 21, 2026
ESC of Northeast Ohio
6393 Oak Tree Blvd.
Independence, OH 44131

Thursday, October 22, 2026
Hamilton County ESC
11083 Hamilton Ave
Cincinnati, OH 45231

Friday, October 23, 2026
BASA
8050 N. High Street, Suite 150
Columbus, OH 43235

Monday, October 26, 2026
Wood County ESC
1867 N. Research Dr.
Bowling Green, OH 43402

Schedule

8:30 am - 12:00 pm

- Introduction to Seminar & Types of Employee Discipline
- Sources of Risk During the Employee Discipline Process
- Considerations for Disciplinary Actions Involving Education Employees
- Considerations for Selecting or Recommending Employee Discipline in Specific Cases
- Oral Warnings & When to Use Them

12:00 pm - 1:00 pm

- Written Warnings & When to Use Them
- Working Lunch
- Considerations for the Formal Types of Employee Discipline

1:00 pm - 3:30 pm

- Official Reprimands & When to Use Them
- Suspensions & When to Use Them
- Terminations & When to Use Them
- Culminating Task: Using Reasonable & Appropriate Employee Discipline
- Session Experience Survey

"I had such a positive experience with UpSlope in my former district that one of my very first decisions as a superintendent was to bring this training to my new district. I can truly say that as a district, we are in a better place today by adding this program for our leadership team."

Jeff Holbrook, Superintendent
Sycamore, OH



Ohio's Superintendent Association

Employee Discipline Module 1 "Setting Employee Behavioral Expectations"



UPSLOPE

Demonstrated Strategies for School Success

Complete registration form and enclose a check or purchase order and mail to:

BASA

8050 North High Street, Suite 150

Columbus, OH 43235

Register Online at <https://basa.finalforms-amp.com/members>

*Non-members can also create an account to register online by clicking the link above and go to "Members/Events Guests – Login/Signup"

REGISTRATION DEADLINE: October 16, 2026

Full Name:	Title:
Organization/School District:	
Address: (Street/City/State/Zip)	
Phone #:	Email:
Dietary Restrictions:	

Date/Location (choose one)	
☐	Wednesday, October 21, 2026: ESC of Northeast Ohio
☐	Thursday, October 22, 2026: Hamilton County ESC
☐	Friday, October 23, 2026: BASA
☐	Monday, October 26, 2026: Wood County ESC

Workshop Fees	
☐	\$159.00 BASA Member (single day)
☐	\$209.00 Non-Member (single day)

Workshop Payment Type	
☐	Check Enclosed (payable to BASA)
☐	Purchase Order Number (if applicable): _____
☐	Invoice Me

Cancellations & Refunds:

Refunds or credit will be given only for cancellations made in writing & received by the BASA office up to five business days prior to the event date. Cancellations 5 business days or less prior to the event are subject to a 50% cancellation fee. No refunds will be given for "no-shows."

Additional Information:

Participants will receive a certificate of completion and should discuss the outcomes of their experience with their Local Professional Development Committee (LPDC). Graduate credit is available for the Employee Discipline in an Education Environment program; for details, email gc@upslopes.com prior to the workshop.

Questions?

For additional information, contact BASA via email at hall@basa-ohio.org or by phone at 614-846-4080.