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**SERIES: MAKING MEETINGS WORK - FOR DISTRICT STAFF THAT FACILITATE IEP TEAMS AND OTHER STUDENT-CENTERED MEETINGS**

**(Presenter: Marc Purchin, Purchin Consulting)**

Dates: Jan. 12, 2021; Feb. 9, 2021; Mar. 9, 2021; Mar. 30, 2021

Time: 2:00-3:00pm

This four-hour training series (one hour each) is geared towards case carriers and site administrators who run meetings.

Topics of the training will include:

- Best practices for running meetings

- Positive communication skills

- Looking at problems from different perspectives

- Being able to clearly articulate concerns from staff and parent perspective - especially when it is perceived that the request may be viewed as unreasonable and/or unfair

- Dealing with anger

- Tips on working with "difficult" people or situations

**(Presenter: Marc Purchin, Purchin Consulting)**

**CONFLICT RESOLUTION - TIPS AND TOOLS FOR CHALLENGING CONVERSATIONS WITH COLLEAGUES AND PARENTS**

Date: Sept. 22, 2020

Time: 1:00-3:00pm

California Department of Education has documented that the number one reason why parents make a state compliance complaint or file for due process against the school district (i.e., sue) is that they did not feel heard at the site level. Therefore, site administrators are encouraged to attend.

**CULTURALLY SENSITIVE COMMUNICATION**

Date: Oct. 9, 2020

Time: 9:30-11:30 am

Using special education as the umbrella, and through case study and interaction, this training will provide tips and tools for educators and administrators to be able to facilitate discussions across cultures. This workshop will explore differences between unconscious (implicit) bias, racism and the stereotypes we bring to every conversation. Participants will also leave with a "tool kit" they can use in future cross-cultural dialogues.