AGENDA

8:00 - 8:30 a.m. ~ Registration and Continental Breakfast

8:30 - 8:40 a.m. ~ Welcome and Introductory Remarks
  Holly Couturier, Assistant Executive Director, MPA
  Jill Adams, Executive Director, MADSEC

8:40 - 11:30 a.m. ~ Dealing with Difficult Situations
  with Keynote Stan Davis

11:30 - 12:15 p.m. ~ Lunch
  Presentation of the 2017 “Secretary of the Year” Award

12:15 - 1:30 p.m. ~ Concurrent Session I
  • Dealing with stress, compassion fatigue, and resilience – how do you take care of yourself in stressful times? with Allegra Hirsh-Wright, Training Manager, Maine Behavioral Healthcare
  • Special Education Issues – Jill Adams

1:30 – 1:45 ~ Break

1:45 – 3:00 p.m. ~ Concurrent Session II
  • Dealing with stress, compassion fatigue and resilience – how do you take care of yourself in stressful times? With Allegra Hirsh-Wright, Training Manager, Maine Behavioral Healthcare (REPEAT OF SESSION I)
  • Thorny Issues in Maine Schools – Holly Couturier

3:00 - 3:10 p.m.
  Door Prize Drawings, Seminar Evaluation, and Concluding Remarks

About The Program...

Secretaries and Administrative Assistants juggle many tasks and responsibilities in schools and school systems. In addition to their many organizational and data-focused roles, they are often present when emotional or difficult issues surface. They hear about and experience difficulties between staff members and administrators. They spend time with students in crisis who are waiting to see an administrator. They hear from upset parents. Sometimes strong feelings boil over in the office. Stan, a school counselor with more than 20 years of public school experience, will focus on strategies for dealing with anger, bullying, stress, and conflict.

About The Presenters...

Stan Davis is a Maine therapist and guidance counselor and has been among those at the forefront of this work. As a trainer, consultant, and researcher, he has continued to develop and modify research-based techniques for both macro- and micro-interventions related to peer mistreatment. Teachers, counselors, and administrators from almost every Maine school system (and many schools in other parts of the United States and Canada) have attended his past workshops at the Maine Principals’ Association. This year Stan is presenting two separate and complementary workshops. The first day focuses on school wide interventions to reduce mistreatment and build belonging and inclusion. The second day focuses on supportive interventions to reduce harm, build resiliency, encourage youth leadership, and help persistently mistreating youth change.

Allegra Hirsh-Wright, LCSW, RYT is Clinical Implementation Coordinator for the Maine Children’s Trauma Response Initiative, a SAMHSA funded National Child Traumatic Stress Network (NCTSN) project site. Allegra oversees implementation of evidence-based trauma treatments statewide, provides training, locally and nationally, on multiple topics related to working with children exposed to violence and trauma and is a nationally certified TF-CBT Clinician and Clinical Supervisor.

Cancellation Policy—The MPA and MADSEC make every attempt to hold events as scheduled, taking into account forecasted weather, participants who may have traveled to the site the night before, the availability of the conference speaker(s), and meals and rooms, which have been guaranteed by contract, with cancellations available only in the event of a state-declared weather emergency. If a secretaries' seminar is cancelled, the decision will be made by noon of the day prior to the event. The cancellation will be posted on the MPA website at www.mpa.cc and participants will be called or e-mailed if possible. If you are unsure about the status of a seminar, call the MPA at 622-0217.