2019 NAEP ANNUAL WORKSHOPS

REFRESH & CONNECT

JULY 16 | GERING **JULY 16 | LINCOLN**

JULY 17 | KEARNEY **JULY 17 | NORFOLK**

NAEP
Nebraska Administrative Education Professionals

REGISTRATION

**REGISTER NOW FOR THE 2019 NAEP ANNUAL WORKSHOPS
"REFRESH & CONNECT"**

July 16 | Gering
Gering Civic Center

July 16 | Lincoln
NASB Offices

July 17 | Kearney
ESU 10

July 17 | Norfolk
Lifelong Learning Center

TO REGISTER:
- **Go to www.NASBonline.org, and log in using your email and password**
- **If you do not have an email and password to log in or have forgotten it, please contact NASB at 800-422-4572 for assistance. $20 cancellation fee by the registration deadline of July 9th. No refunds after July 9th.**

Online Registration fees for the conference are as follows:

NAEP MEMBER	**$75**
NON-MEMBER	**$125**

Onsite Registration fees for the conference are as follows:

NAEP MEMBER	**$85**
NON-MEMBER	**$125**

SUGGESTED AUDIENCE
Administrative Assistants, Secretaries, Bookkeepers and Business Managers

The mission of NAEP is to provide opportunities for collaboration to support the success of the Board of Education, administration, staff, students, and communities.

NAEP
Nebraska Administrative Education Professionals

AGENDA

8:15 AM	**Registration**
8:30 AM	**NAEP Community Updates** Region Officer Elections (Eastern and South-Central Region) NAEP Website/Discussion Board 2019-2020 Membership Drive
9:15 AM	**Secret Kindness Agent Follow Up**
9:45 AM	**SPARQ: Meetings, eFunds, Document Imaging & Scanning** Craig Caples & Nicole Kobus
10:55 AM	**Group Table Talk Timeouts** 0-250 Enrollment Size 250-750 Enrollment Size 750-2,000 Enrollment Size 2,000+ Enrollment Size
12:00 PM	**Lunch and Learn!**
12:30 PM	**Healthy Habits: Food and Fitness** UNL Extension
1:30 PM	**Group Table Talk Timeouts** ESSA Coding/AFR Upload Human Resources Social Media/Marketing Board Member Support
2:40 PM	**Tools, Tips, and Tricks for Organization & Time Management** Marcia Herring & Melissa Lusk
3:40 PM	**Evaluation, Final Prize Giveaway**
4:00 PM	**Adjourn Annual Meeting**

Save the Date for the 2020 NAEP State Convention
March 31-April 1, 2020 | Ramada - Grand Island

NAEP
Nebraska Administrative Education Professionals

NAEP
Nebraska Administrative Education Professionals

1311 STOCKWELL STREET
LINCOLN, NE 68502
WWW.NASBONLINE.ORG

RETURN SERVICE REQUESTED