



2016 Summer Retreat Series

JOIN US IN ONE OF OUR RELAXING AND FUN-FILLED LOCATIONS!

RONALD V. MCGUCKIN AND ASSOCIATES

Post Office Box 2126 Bristol, PA 19007 (215) 785-3400 (215) 785-3401 (Fax) www.childproviderlaw.com

SEMINAR SCHEDULE AND LOCATIONS

Tuesday and Wednesday

9:00 a.m. until 5:00 p.m.

Thursday

9:00 a.m. until 2:00 p.m.

Sessions ONE and THREE

Inn of Cape May

7 Ocean Street, Cape May, NJ

Hotel Reservations can be made by calling
(609) 884-5555

Sessions TWO

Hampton Inn Stroudsburg, PA

114 S. Main St Stroudsburg, PA

Hotel Reservations can be made by calling
(570) 424-0400

Group Rate: \$109/night Group Name: Ronald V. McGuckin and Associates.

Session FOUR

The Springmaid Hotel and Conference Ctr

3200 S. Ocean Blvd Myrtle Beach SC

Hotel Reservations can be made by calling
(800) 770-6895

SC Group Rate: \$169.00/night Group Name: Ronald V. McGuckin and Associates Must book by 6/27/2016.

TRAINING HOURS

All participants will receive a Training Certificate for 18 hours of training per session. **Pennsylvania** participants will receive a PA Keys Training Certificate for any location. **Texas** participants will receive a state specific certificate for any location. In **South Carolina**, our presenter is a certified trainer and participants from SC will receive credit through the SC Training System for Session Four only. CEU's are not available.

SESSION ONE

Management, Leadership and Communication Skills

June 28, 29 and 30, 2016

The Inn of Cape May, Cape May, NJ

This session will focus on developing owners and directors as effective managers, leaders and communicators all of which aren't necessarily the same skill set. We will look at how to manage "Millennials" and use their talents to the agency's advantage. We will discuss the 5 Appreciation Languages to help owners and directors get their employees to want to work for them. We will also explore why it is OK to be the boss and how you can learn to manage with authority and confidence. We will look at some communication and team building activities to use in your workplace to improve communication and enhance the sense of community.

SESSION TWO

Strategic Planning for Business Owners and Administrators

July 12, 13 and 14

Hampton Inn Stroudsburg, PA

Long Range Strategic Planning is a process whereby the Owner/BOD of an agency set out to chart the course of the business. The agency's position is reviewed and goals are set in relation to various indicators including: Agency Mission, Financial Stability, Range of Services Provided, Facilities, Population Served, and Administrative/HR Systems. Participants will learn about the Strategic Planning Process. Participants will be engaged in goal setting discussion and will be given strategies for how to assemble a Strategic Planning Team, promote the open flow of ideas and write a Strategic Plan. Specific attention will be paid to Strategic Planning for a Change in Leadership.

SESSION THREE

Understanding Common Lawsuits

July 19, 20 and 21, 2016

The Inn of Cape May in Cape May, NJ

Participants will take a look at the various types of complaints which can be filed against their agency. We will discuss risk management strategies to help agencies avoid having these complaints filed in the first place. We will then examine the documentation that is needed to respond and defend the agency.

We will look at complaints filed from:

Licensing Agencies, EEOC, Unemployment Compensation, Department of Labor Investigations and others. Participants will also be engaged in discussion related to filing suit against clients for collections and how to best prepare documentation and policies to assure a decision in favor of your program.

SESSION FOUR

Key Employment Issues ECE Owners/Directors Should Know.

August 9, 10 and 11, 2016

Myrtle Beach South Carolina

This session will focus on the latest issues in the area of Employment Law. We will begin with a introduction to At-Will Employment and Protected Classes and Discrimination in the workplace. We will then review key DOL regulations regarding paying employees. Special attention will be paid to overtime, training pay, differentiating rates of pay and exempt employees. Day two will focus on The Hiring Process and Evaluating Employee Performance. Day three will shift focus on Personnel Policy writing to deal with the latest legal and best practice trends in the ECE industry.



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Registration Form

NAME: _____ SESSION _____

NAME: _____ SESSION _____

NAME: _____ SESSION _____

AGENCY: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: _____ FAX: _____

Email Address: _____

REGISTRATION FEE: \$375.00 PER PERSON

DISCOUNTS:

\$325.00 PER PERSON When registering three or more people, for Law Office Retainer Clients, Previous Director's Boot Camp, or Summer Retreat Series Attendees.

\$300.00 PER PERSON for ANY paid registration received BEFORE May 1, 2016.

REGISTRATION FEE INCLUDES TUITION ONLY. MEALS AND ACCOMODATIONS ARE NOT INCLUDED. IF REGISTERING MORE THAN THREE PEOPLE PLEASE INCLUDE NAMES BELOW IN OPEN SPACE.

PLEASE MAIL REGISTRATION INFORMATION TO:

RONALD V. MCGUCKIN AND ASSOCIATES
P.O. BOX 2126 Bristol, PA 19007

OR FAX YOUR REGISTRATION TO: (215) 785-3401

We reserve the right to cancel any session due to an insufficient number of registrants. We are not responsible for any expenses incurred by the participants in the event the session must be cancelled. Please do not make any non-refundable travel arrangements until you have received a confirmation of your registration and a confirmation that the session will be held.

Registrant Cancellation Policy: Cancellations received 20 business days or less prior to the first day of the seminar will not be refunded or credited. Cancellations received between 21 and 30 business days prior to the seminar will be offered full credit for future participation in a RVM and Associates professional development program or towards the purchase of any publications. Cancellations received 31 or more business days prior to the start of the seminar will be fully refunded in the manner in which the registration fee was originally paid.

For questions regarding these seminars call: (215) 785-3400 or email Dawn Martini at dkgt0409@aol.com

PAYMENT	
_____	A check made payable to RONALD V. MCGUCKIN
_____	Please charge my MasterCard Visa/Discover/Amex
Acct. # _____	
Exp. Date: _____	
Billing Zip Code: _____	
3 Digit Sec Code: _____	
TOTAL DUE: _____	

PRESENTERS

Ronald V. McGuckin, Esq & Dawn K. Martini, BS Ed will be presenting our 2016 Summer Retreat Series. This is the 17th summer Ron and Dawn have presented a Summer Retreat Series together and they are excited to offer Myrtle Beach, SC as a new summer training destination. For more information on our presenters go to www.childproviderlaw.com and view the Presenter Biographies.