



**THE SCHOOL DISTRICT OF  
PALM BEACH COUNTY, FL**

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[WWW.PALMBEACHSCHOOLS.ORG/RISKMGMT/INDEX.ASP](http://WWW.PALMBEACHSCHOOLS.ORG/RISKMGMT/INDEX.ASP)

August 9, 2013

**Bulletin #P-14667-COO/RBM**

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**Action By:  
Various Dates**

**TO:** All Principals and Department Heads

**FROM:** Michael J. Burke, Chief Operating Officer *MJB*

**SUBJECT: FY14 EAP + WORK/LIFE WELLNESS SESSIONS**

Risk and Benefits Management, in partnership with HealthAdvocate/Corporate Care Works Employee Assistance Program, is pleased to provide a series of optional professional development sessions during the 2013-14 school year for non-instructional personnel. Classes are held at FHESC, and all District employees are welcome. The sessions are as follows:

Day	Date	Time	Location	Session
Tuesday	8/20/2013	8:30 -10:00 AM	FHESC Thurber C and D	Civility in the Workplace
Tuesday	9/17/2013	8:30 -10:00 AM	FHESC Rear of the Cafeteria	Coping with the Storms of Life
Tuesday	10/15/2013	10:00 - 11:30 AM	FHESC Rear of the Cafeteria	Stress Management Techniques
Wednesday	11/20/2013	10:00 - 11:30 AM	FHESC Rear of the Cafeteria	Creating Work & Life Balance
Tuesday	12/10/2013	10:00 - 11:30 AM	FHESC Thurber C and D	Emotional Eating: Food & Mood
Tuesday	1/21/2014	8:30 -10:00 AM	FHESC Thurber C and D	Ready...set...goal! Goal setting and Work Life Balance
Tuesday	2/18/2014	10:00 - 11:30 AM	FHESC Thurber C and D	Creating a Positive Outlook
Tuesday	3/11/2014	8:30 -10:00 AM	FHESC Thurber C and D	Cubicle Combat: Bullying in the Workplace
Tuesday	4/15/2014	8:30 -10:00 AM	FHESC Thurber C and D	Financial Fitness
Tuesday	5/20/2014	10:00 - 11:30 AM	FHESC Thurber A and B	Humor in the Workplace

Detailed session information and registration is available on the TrainU Learning System, Course EAP + Work/Life Wellness Seminars FY14. To access the course, sign on to TrainU using the following link: <http://trainu.palmbeach.k12.fl.us/course?id=1924>

Participation in the EAP + Work/Life Wellness Seminars will only be two (2) professional development points per session. Total in-service points will not exceed 20 in total if you attend all sessions for the school year. Points will be available to those participants who complete the assigned implementation.

We hope you will consider participating in these in-depth training sessions to find ways to cope with every-day stress, so you can focus on the things you enjoy.

EWG/MJB/DLH/KBS:lb  
Attachments

Approved:



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E. Wayne Gent, Superintendent