


MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	 Performance & Development SOLUTIONS http://learnatpds.iowa.gov/	3	 State Holiday	5
8	9 Discipline, Grievance & the Merit System (MTS NC 903) Diversity Training for Employees (MTS GI 450) (1/2 day)	10 Crucial Conversations (MTS CC 101) (Day 1)	11 Crucial Conversations (MTS CC 101) (Day 2)	12
15 Developing Employees (MTS DE 101)	16 Ethical Issues in Today's Workplace (MTS PT 992)	17	18 Performance Evaluation (MTS NC 401)	19
22	23 From Interview to Hire (MTS NC 301) CANCELLED: Investigating Employee Misconduct (MTS NC 118)	24 Ethics of Leadership & Influence (MTS LI 001)	 Take advantage of State pricing on computer classes through New Horizons. Learn More	26 Managing Stress & Workplace Accountability (MTS MS 001)
29 Leading Through Change (MTS LC 001)	30	31 Strategic Planning & Systems Thinking (MTS ST 001) Project Management (MTS PT 103) (Day 1)	1 Project Management (MTS PT 103) (Day 2)	