

Open Meetings Act Training for School Board Members

Attendance at this program satisfies the Open Meetings Act requirement that each member of a public body complete a course of instruction in the Act's legal requirements.

This presentation is designed specifically for school board members and addresses some of the unique issues applicable to school boards. Topics covered include: agendas and minutes, Internet posting, public comments, executive sessions, voting and other issues your board encounters at every meeting.

A certificate of completion will be provided to those attending the full session.

Presented by: IASB Office of
General Counsel

Agenda

6:45 p.m.	Registration and coffee
7:00 p.m.	Presentation
8:30 p.m.	Adjournment

Registration and fees

The Open Meetings Act training workshop is \$50 per person. Handouts and coffee are included in the cost. Note: This is a legitimate school board expense.

Advanced registration is required and must be received at least two days prior to the workshop. Mail or fax your registration form with payment information to:

Illinois Association of School Boards Registrar
2921 Baker Drive
Springfield, IL 62703-5929
Fax: 217/528/2831

You may also register online at
www.iasb.com/calendar/calendar.cfm.

Workshop will be cancelled one week in advance, if fewer than 25 have registered.

Cancellation with refund will be accepted up to noon one week prior to the meeting date by calling IASB at 630-629-3776, x1229.

Registration will be accepted in the order received, as space is limited. Register early.

4 easy ways to make reservations

- **Online** at www.iasb.com
- **Mail** to: Illinois Association of School Boards, 2921 Baker Drive, Springfield, Illinois 62703
- **Fax** to 217/528-2831
- **Telephone** 630/629-3776 (ext. 1229),
Cindy Rispens

Date and place

Thursday, February 9, 2012

Sycamore Middle School

150 Maplewood Drive
Sycamore, IL 60178
815-899-8170

Directions:

Sycamore Middle School is located at the corner of Maplewood Drive and Highway 23 about one mile north of downtown Sycamore. Coming in from the north or south on Highway 23, turn west on Maplewood Drive (stoplight) and turn left into the first school driveway. Park in the east lot and enter the main entrance on the east side of the building that faces Highway 23. The meeting will be held in the "Commons Area."



If you need special arrangements, contact IASB at 217/528-9688, ext. 1115.

The Illinois Association
of School Board's
Kishwaukee Division
presents

Open Meetings Act Training for School Board Members

February 9, 2012

Sycamore Middle School
Sycamore CUSD 427
Sycamore, Illinois



THE ILLINOIS ASSOCIATION OF SCHOOL BOARDS PRESENTS

This flyer was mailed to all member district superintendents
and board members in the Kishwaukee Division.



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U.S. Postage
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Illinois Association
of School Boards

Open Meetings Act Training Reservation Form

Thursday, February 9, 2012 • Sycamore CUSD 427

You may REGISTER ONLINE AT www.iasb.com/calendar/calendar.cfm or
This form may be used for individuals or group registrations.

School District Name & No. _____

Telephone: _____

Address/City/Zip: _____

Registrant Name: _____

E-mail Address: _____

Total Registrations: _____ registration(s) at \$50 per person. Total amount: \$ _____

Payment Method:

Check enclosed Purchase order No. _____ Please charge to my Visa Master Card Discover

Credit Card #: _____ Exp. Date: _____ Signature: _____

Mail to: IASB Registrar, 2921 Baker Drive, Springfield, IL 60148-6120 or Fax to: 217/528-2851

KWOM12 2012