

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

Date and place

Wednesday, May 9, 2012

**Warren Township High School
O'Plaine Campus
Lecture Hall**
500 North O'Plaine Road
Gurnee, Illinois 60031
847/662-1400

Directions:

Take Grand Avenue (Route 132) to O'Plaine Road. South on O'Plaine Road to school. Park in either the north or south lot and enter the building through the main entrance.

Agenda

- | | |
|-----------|-------------------------|
| 6:30 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.

4 easy ways to make reservations

Online: www.iasb.com

Mail to: Registrar
Illinois Association of
School Boards
2921 Baker Drive,
Springfield, Illinois 62703

Fax: 217/528-2831

Telephone: 630/629-3776 (ext. 1220),
Judy Niezgoda

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

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

Cancellation

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 Judy Niezgoda at 630/629-3776, x1220.



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

The Illinois Association
of School Board's
Lake Division
presents

Open Meetings Act Training for School Board Members

May 9, 2012

Warren Township High School
O'Plaine Campus
Gurnee, Illinois



THE ILLINOIS ASSOCIATION OF SCHOOL BOARDS PRESENTS

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



Non-Profit Org.
U.S. Postage
PAID
Illinois Association
of School Boards

2921 Baker Drive
Springfield, Illinois 62703-5929

Open Meetings Act Training Reservation Form

Wednesday, May 9, 2012 • Warren Township O'Plaine Campus

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

LAOM12 OLA2