

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, February 29, 2012

Maine West High School

Room H-106

1755 South Wolf Road
Des Plaines, IL 60018
847/827-7746

Directions:

Maine West High School is located at the corner of Wolf Road and Oakton Street. Park in the south end of the parking lot off of Oakton Street.

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
North Cook Division
presents

Open Meetings Act Training for School Board Members

February 29, 2012

Maine West High School
Des Plaines, Illinois



THE ILLINOIS ASSOCIATION OF SCHOOL BOARDS PRESENTS

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



Non-Profit Org.
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Illinois Association
of School Boards

Open Meetings Act Training Reservation Form

Wednesday, February 29, 2012 • Maine West High School

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: 217/528-2831

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