

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

Thursday, April 12, 2012

**Joliet West High School
Joliet THSD 204**
401 North Larkin
Joliet, Illinois 60436

Directions: The high school is on the South West corner of North Larkin Avenue (Rt. 7) and Glenwood Avenue in Joliet, IL.

Parking: Guest parking would be in the Faculty Lot on the North side of the school, facing Glenwood. This parking lot is by the cafeteria, which has a round, half-circle bank of windows seen from the outside.

Entrance would be through Door #5 at the first door, turn left. It is a short hallway through the band area.

At end...turn right. Short left to auditorium foyer and you will see the main door entrances to the auditorium.

Agenda

- | | |
|-----------|-------------------------|
| 6:00 p.m. | Registration and coffee |
| 6:30 p.m. | Presentation |
| 7:45 p.m. | Questions and Answers |
| 8:00 p.m. | Adjournment |



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

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.

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

Cancellation with refund will be accepted up to noon, Thursday, April 5, 2012 by calling Kim Munch at 630-629-3776, ext. 1221

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. 1221)
Kim Munch

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

The Illinois Association
of School Board's
Three Rivers Division
presents

Open Meetings Act Training for School Board Members

Thursday, April 12, 2012

Joliet West High School
Joliet, Illinois



THE ILLINOIS ASSOCIATION OF SCHOOL BOARDS PRESENTS

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



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

2921 Baker Drive
Springfield, Illinois 62703-5929

Open Meetings Act Training Reservation Form

Thursday, April 12, 2012 • Joliet 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