



SCHOOL
BOARD

LeaderShop

KNOWLEDGE, SKILLS AND RESOURCES
FOR SCHOOL DISTRICT LEADERSHIP SM



New Board Member Workshops

Spring / Summer 2009



Congratulations!

The voters have
elected you ...

Now What?

If you are a newly elected school board member, both of these workshops are designed with your immediate needs in mind. Together, they will prepare you for a fast, productive start on your school board.

If you are an experienced board member or school administrator who has never attended these workshops, you are sure to find plenty that's new and useful.

Register for all three and save \$50!!

And bring your district superintendent – IASB believes it is so important for school board members and their superintendent to pursue shared goals that we will reduce the tuition fee for any superintendent accompanied by a board member to cover the cost of meals and materials only.

The Basics of Governance & Law on Board Meetings and Practices

This two-day workshop will be offered in September of 2009. **The Basics of Governance** portion of the workshop will focus participants on board and board member roles and responsibilities and what effective school district governance looks like. Topics will include:

- the role and work of the school board and how to distinguish it from the role and work of the superintendent and staff
- the school board's relationship to the community
- how each member relates to the full board
- some practical tips as well as pitfalls to avoid

Participants will also have an opportunity to try out some tools and procedures that make a school board effective and to sharpen their own decision-making skills...plus a great deal more.

The Basics of Law on Board Meetings and Practices will focus on legal requirements related to board work and will help school leaders understand the legalities that govern school boards.

- The workshop presents the meeting requirements contained in the Open Meetings Act and the *School Code* – especially critical since a board may take action only at a legally convened meeting.
- Discussion will cover meeting types, reasons for closed sessions, voting, e-mail use, remote participation, committees, agendas, and minutes.
- The workshop also reviews the key legal duties of the school board as well as the legal considerations regarding records, conflict of interest, gift ban, district take-over, etc.

Participants will also have an opportunity to get answers to their questions on legal issues related to board work!

Together, the two sections of this workshop will help school leaders be more effective in their policy-making and governance functions.

Agenda

Friday Session:

9:30 a.m.	Registration
10:00 a.m.	Governance Session
12:00 p.m.	Lunch
1:00 p.m.	Governance Session
5:30 p.m.	Adjournment

Saturday Session:

8:00 a.m.	Continental Breakfast
8:30 a.m.	Governance Session
11:30 a.m.	Lunch
12:30 p.m.	Law Session
4:00 p.m.	Adjournment

Dates and Places

The Basics of Governance & Law on Board Meetings and Practices

September 25-26, 2009, NIU Naperville

Accreditation

IASB's Master Board Member Program – 20 credits
IASB's School Board LeaderShop Academy – This Core Program fulfills the Governance requirement.

The Basics of Governance & Law on Board Meetings and Practices & The Basics of School District Finance

Combine all three workshops in a three-day training event scheduled for August 2009.

Agenda

Thursday:

The Basics of Governance, Part I

9:30 a.m. Registration
10:00 a.m. Governance Session
12:00 p.m. Lunch
1:00 p.m. Governance Session
5:30 p.m. Adjournment

Friday:

The Basics of Governance, Part II & The Basics of Law on Board Meetings and Practices

8:00 a.m. Continental Breakfast
8:30 a.m. Governance Session
12:00 p.m. Lunch
1:00 p.m. Law Workshop
4:00 p.m. Adjournment

Saturday:

The Basics of School District Finance

8:30 a.m. Continental Breakfast
9:00 a.m. Finance Session
12:00 p.m. Lunch
1:00 p.m. Finance Session
3:00 p.m. Adjournment

Dates and Places

Or Attend All Three Workshops in a Single Weekend:

August 6-8, 2009 – Oak Brook, Doubletree Hotel — FULL

August 20-22, 2009 – Springfield, Crowne Plaza

Accreditation

IASB's Master Board Member Program – 30 credits

IASB's School Board LeaderShop Academy – Two Core Programs; fulfills Governance requirement

When and Where

The Basics of Governance & Law on Board Meetings and Practices

September 25-26, 2009

Illinois Association of School Boards

NIU Naperville
1120 East Diehl Road
Naperville, Illinois

Rooms at Holiday Inn Select
1801 North Naper Boulevard
630/505-4900
Room Rate: \$79

OR ALL THREE WORKSHOPS IN A SINGLE WEEKEND

August 6-8, 2009 — FULL

DoubleTree Hotel • 1909 Spring Rd.
Oak Brook • 630/472-6009
Room Rate: \$129

August 20-22, 2009

Crowne Plaza
3000 South Dirksen Parkway
Springfield • 217/529-7777
Room Rate: \$115

Registration and Tuition – Attend Both and Save:

The Basics of Governance & Law on Board Meetings and Practices: (September 25-26) Tuition is \$250 per person, which includes materials and meals and a valuable coupon for your choice of two IASB publications.

Register for all three workshops and save \$50: Individuals may register for all 3 workshops for a total tuition of \$325.

The Basics of Governance & Law on Board Meetings and Practices and The Basics of School District Finance: (August 6-8—FULL and August 20-22): Tuition for this combination workshop is \$325 per person, which includes materials and meals.

Superintendents attending with their board members may register for **The Basics of Governance & Law on Board Meetings and Practices** for only \$60 to cover the cost of materials and meals. Superintendents attending all three workshops or the three-day combined session with their board members may register for \$90. Don't miss this opportunity to work and learn as a team.

Advance registration is required. In school districts where the board of education has authorized reimbursement of expenses, the district superintendent may be providing group registration and lodging arrangements. Contact the superintendent's office for assistance.

For individual registration, send purchase order number, check or credit card information (Visa or MasterCard only) with the attached form to: IASB Registrar, 2921 Baker Drive, Springfield, IL 62703

You may fax your registration form and payment information to 217/528-2831 or register online by visiting www.iasb.com. Locate the Board Training Events section and click on Upcoming Events. Online registration requires use of credit card or purchase order number.

Cancellation Policy: Advance registrants who later find they cannot attend are urged to promptly notify the IASB Registrar. Registration fees will be refunded if cancellation is received by IASB in time to either (a) cancel meals and related expenses or (b) fill the vacated space with another registrant. To cancel, call IASB at 217/528-9688 or 630/629-3776, extension 1103.

Registration Confirmation and Directions: Registrants will receive written confirmation along with driving directions to the workshop.

Make learning a family affair. We are offering several family-friendly locations:

- Springfield, home of the new Abraham Lincoln Presidential Library and other Lincoln sites

Overnight Lodging: Overnight lodging is not included in the workshop tuition. To arrange lodging at the host hotel for the workshop you plan to attend, call the hotel at the telephone number listed and indicate that you are attending the IASB workshop. A limited number of rooms at these special discounted rates have been set aside at these facilities. Dress is business casual.

Registration Form

This form may be used for individual or group registrations.

The Basics of Governance & Law on Board Meetings and Practices

1. NIU Naperville, September 25-26 (GLL9)

3 Workshops in a Single Weekend

7. Oak Brook, August 6-8 — FULL

8. Springfield, August 20-22 (BGS9) (FS09)

School District Name/No.: _____

Address: _____

City/State/Zip: _____ County: _____

Daytime Telephone: _____

Registrant Names:

Enter workshop # from above

Superintendent Registration \$60 per workshop (\$90 if registered for all 3 workshops or for the three-day combined session) with the registration of at least one board member.

Name: _____ Workshop Number(s): _____

Total Registrations:

_____ registration(s) The Basics of Governance & Law on Board Meetings and Practices workshop at \$250 per person = \$ _____

_____ registration(s) Combined workshop in August at \$325 per person = \$ _____

Payment method:

Purchase Order No. _____ Check enclosed; Credit Card (Visa or MasterCard)

Credit Card information if applicable:

Please charge to my Visa or MasterCard

Credit Card No. _____ Expiration Date: _____

Card Security No. _____ Signature: _____

Mail or FAX your registration to: IASB Registrar, 2921 Baker Drive, Springfield, IL 62703-2236
FAX: 217/528-2831



The Basics of Governance & Law on Board Meetings and Practices

September 25-26, 2009 – NIU Naperville

Or Attend All Three Workshops in a Single Weekend

August 6-8, 2009 – Oak Brook, Doubletree Hotel — FULL

August 20-22, 2009 – Springfield, Crowne Plaza



2921 Baker Drive
Springfield, Illinois 62703-5929

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