

# 2009-10

## Board Development Guide and Calendar



Learn.

**Build.**

Collaborate.

Understand.

Brainstorm.

Cooperate.

Improve.



Iowa Association of  
School Boards

Be your best on the board.



# Leadership

## Build a board that works.

Gain the skills and knowledge you need to be an effective decision-maker and move your district forward.

**B**eing an effective board member means leading your school district on the journey to improve. As one board member said, “There is no status quo. If we aren’t getting better, we’re losing ground.”

**Leadership:** You’re providing leadership to improve education during changing times. The board/superintendent team must set the district’s direction and goals, ensuring supports exist to move the district forward.

**Training:** The challenges in this journey of improvement are many. There’s not enough time or money for mistakes. IASB board development programming provides you with the skills to be an effective governance team. You can rely on IASB for training on a variety of issues, from policy and finance basics to goal setting and best practices in governance to data analysis and trends in teaching and learning. IASB helps both new and veteran board members expand their knowledge, improve their work and hone their decision-making skills.

**Formats:** IASB programs are designed to meet the needs of busy people: some courses are online, in video format or in print while others are offered at workshops and conferences. IASB also presents custom on-site sessions to address local issues in your district, as needed. All are carefully planned to meet the unique needs of Iowa school board members.

**Staff:** Board development programs are provided by many members of the IASB staff, based on their skills and expertise. All facilitators are dedicated to providing quality, engaging programs to meet member needs.

**Recognition:** The Better Boardsmanship Award is an annual awards program that recognizes board members who commit ongoing time to the learning needed to be effective. The award is a symbol of your personal accountability for being an informed and capable board member. Earning the award requires a minimum of 75 credits, at least 50 of which must be earned through formal learning activities. For complete details, visit the IASB Web site at [www.ia-sb.org](http://www.ia-sb.org).

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# Learning

## 2009-10 Board/Superintendent Development Events

### Employee Relations Conference

Sept. 25, 2009 9 a.m.–3 p.m.

Sheraton Hotel, West Des Moines

Learn timely information about collective bargaining, including significant legislative proposals, best practice, contracts and personnel relationships, district financial impact and other topics. The conference features experts and Iowa practitioners sharing their best insights to help you be effective in your district and as an advocate for fair and balanced state policy.

Registration fee: \$105

*Participants earn 10 Better Boardsmanship credits.*

### Orientation to Governance: Foundations of Effective Board Service

*A must for every newly elected school board member!*

**October – November 2009 (All sessions are 6:30-9:30 p.m. except as noted.)**

Sept. 29	Council Bluffs (Lewis Central CSD)	Oct. 20	Creston
Sept. 30	Cherokee	Oct. 21	Webster City
Sept. 30	Denison	Oct. 22	Maquoketa
Oct. 1	Chariton	Oct. 28	Mason City
Oct. 6	Waukon (Allamakee CSD)	Oct. 29	Mt. Pleasant
Oct. 8	Oelwein	Nov. 4	Sheldon
Oct. 14	Carroll	Nov. 5	Emmetsburg
Oct. 15	Conrad (BCLUW CSD)	Nov. 18	Des Moines, 4–7 p.m.
Oct. 17	Cedar Rapids (College CSD), 9 a.m.–noon		

This dynamic program covers the nuts and bolts of boardsmanship for new board members and provides a comprehensive review for the experienced board member. It provides an overview of the full range of board responsibilities, including board roles, open meetings, policy making, teamwork, advocacy and leadership for improved learning. It highlights key steps to help board members “hit the ground running” and avoid missteps that often keep new board members from making the impact they want.

Registration fee: \$50

*Participants earn 5 Better Boardsmanship credits.*

### Board Officers Handbook and Workshop

Oct. 27, 2009 6:30-9 p.m.

At selected sites via the Iowa Communications Network

The effective board president must be a good leader, navigator, planner, organizer, communicator, interpreter, confidant, liaison, conscience, caretaker and troubleshooter. This workshop and the accompanying handbook provide current and aspiring board presidents with tools for strategic leadership. Board presidents receive tips, tactics and techniques—tried and true successful practices based on research and experience—to help them forge effective governance teams, conduct meaningful meetings and fulfill board responsibilities in a way that focuses all district efforts on improved learning and achievement. The handbook is available online at [www.ia-sb.org](http://www.ia-sb.org).

Registration fee: Free to IASB members

*Workshop participants earn 5 Better Boardsmanship credits.*

## Convention 2009

IASB's 64th Annual Convention will take place in a new location this fall, at Hy-Vee Hall in Des Moines. Convention is a unique opportunity to hear from other school districts and national experts regarding hot topics in education, so set this time aside for your own training and development.

### Pre-Convention: Nov. 18, 2009

Come in a day before the IASB Convention and take part in unique learning experiences featuring several three-hour workshops that go in-depth on topics relevant to board members.

**School Finance Bootcamp**, 8:30-11:30 a.m.

Registration fee: \$65

**Delegate Assembly**, 1 p.m.–adjournment

Registration fee: Free to IASB member delegates

**Early Bird Workshop**, "What Works: The Board's Role in Student Achievement," 1-3:45 p.m.

Registration fee: \$50

**Orientation to Governance**, 4-7 p.m.

Registration fee: \$50

*Participants in pre-convention sessions earn 5 Better Boardsmanship credits per activity.*

### Convention: Nov. 19, 2009

The IASB Convention brings together some of the nation's top education experts and dozens of state and local practitioners for an inspiring yet practical event. You'll learn from your Iowa colleagues as they share solutions and techniques to improve public education. A variety of speakers, nearly 20 breakout sessions, and a trade show of more than 120 exhibits are all designed to help your school board become more effective and understand current trends and issues.

This year's convention keynote speakers include internationally recognized instructional improvement consultant Mike Schmoker, and compelling stories of working with young people from coach Jim Johnson. Breakout sessions will help you understand emerging issues such as the Iowa Core Curriculum, federal stimulus funds and Iowa's state budget situation, instructional technology, and many stories of board leadership.

Consider attending with your entire board/superintendent team, and either attend sessions relevant to your district together, or split up to cover more ground.

Registration fee: \$125

*Convention participants earn 15 Better Boardsmanship credits.*

More information and a registration form is available at [www.ia-sb.org](http://www.ia-sb.org).

## Supports for Superintendents

**Iowa Superintendents Finance and Leadership Consortium**  
**Sept. 23, 2009; Dec. 16-17, 2009; and Feb. 10-11, 2010**

IASB, in partnership with the Institute for Educational Leadership (IEL) at the University of Northern Iowa, formed the Iowa Superintendents Finance and Leadership Consortium (ISFLC), a professional development program for Iowa superintendents to expand their knowledge base and develop fiscal management and leadership skills. ISFLC offers training sessions to meet the varied fiscal management and leadership needs of Iowa superintendents. The series includes a focused experience for new superintendents in September along with seminars in December and February.

For details and locations, visit the ISFLC Web site at: [www.uni.edu/isflc/](http://www.uni.edu/isflc/).

## Legislative Issue Training and Updates

**Jan. 13, 2010, 11:45 a.m. via Webinar**

**Jan. 14, 2010, 6:30 p.m. via Webinar**

Sit in on one of two hour-long Webinars to start off the legislative session with information on priority issues and the state budget. Learn everything you need to know to confidently advocate on priority legislative issues set by the IASB Delegate Assembly. IASB lobbyists will help you prepare for connecting with your legislators from home or participating in an IASB regional lobby day. Register online for this free event.

**March 4, 2010, 6 p.m. via the Iowa Communications Network (ICN)**

The March 4 workshop via the Iowa Communications Network provides the latest updates on education funding and policy bills that survived the legislative funnel date. Learn the advocacy steps you can take to help the Legislature provide the resources and policy supports you need.

*Participants earn 5 Better Boardsmanship credits.*

## 2010 Regional Lobby Days

**Jan. 19, Feb. 16, March 9**

Legislative advocacy is critical, especially in tight budget years. Your participation in the process this year is key to ensuring that legislators maintain education as a top priority.

In order to have a more constant and effective presence at the Capitol this year, IASB is changing its winter lobbying events. Instead of one Legislative Conference, IASB will host three regional Lobby Days, when we invite members to come to the Capitol and meet with their representatives. This is a chance to impact the legislative process and build relationships with elected officials.

IASB members are welcome to attend any Lobby Day, but in order to get a broad cross-section of constituents, the following AEAs will be present on the following Lobby Days:

**Jan. 19** - AEA 267, Prairie Lakes (AEA 8), Mississippi Bend (AEA 9)

**Feb. 16** - Keystone (AEA 1), Great Prairie, Northwest

**March 9** - Grant Wood (AEA 10), Heartland (AEA 11), Loess Hills (AEA 13), Green Valley (AEA 14)

All events will start at the Wallace Building auditorium. The schedule will start with registration at 9:30 a.m., followed by a legislative discussion from 10 to 11:30 a.m., and time to meet with legislators from 11:30 to 2 p.m. There is no fee for these events, but we do ask that people register for planning purposes at [www.ia-sb.org](http://www.ia-sb.org).

*Participants earn 10 Better Boardsmanship credits.*

## Responsible Decision-Making and the Iowa Core Curriculum

**Feb. 11-April 8, 2010: 6:30-9 p.m.**

**Various Locations:**

Feb. 11	Chariton	March 25	Mt. Pleasant
Feb. 16	Parkersburg (Aplington-Parkersburg)	March 29	Sheldon
March 16	Denison	March 31	Nevada
March 17	Garner (Garner-Hayfield)	April 6	Decorah
March 23	Red Oak	April 8	DeWitt (Central Clinton)
March 24	Cedar Rapids (College Community)		

These regional workshops will dig deep into the school board's role regarding the Iowa Core Curriculum, a promising, major statewide effort to ensure high levels of instruction and learning for all students. You'll learn about state legislation and administrative regulations, supports available to aid your staff, and clarify the actions and role your board can play to help ensure students benefit in your district.

Register online for this new workshop. The registration fee is \$50 for IASB members. This includes a meal which is served beginning at 6 p.m. Bring your whole board team and receive a \$100 discount! IASB encourages district teams to attend together, but please remember, if a majority of the board is present, the meeting must be posted.

*Participants earn 5 Better Boardsmanship credits.*

# Development

## Getting what you need: Custom On-Site Workshops

IASB provides specialized inservice programs that are custom-tailored to your board's needs. IASB staff will work with the board president and superintendent to schedule meetings or workshops at your convenience, in your district. The most popular sessions are highlighted below, but other topics can be addressed.

Fee: Half-day workshops are typically \$500, plus mileage expenses for the facilitator.

*Participants earn 5 Better Boardsmanship credits for taking part in IASB's half-day custom workshops.*

### **Team Vision and Goal-Setting**

This program is designed to bring the board team together to articulate a clear vision for the future of the district and determine central beliefs that influence your decision-making process. The program can be extended to create a district mission statement and goals. IASB staff provide a framework that allows the board to develop its vision in an atmosphere that allows free expression of opinions and ideas.

### **Board Job Descriptions/Roles and Responsibilities**

In this custom session, an IASB consultant helps board members and superintendents discuss the roles and responsibilities of school board members. The board/superintendent team builds a strong, shared understanding of how each team member contributes to the district through their appropriate role.

### **Board Leadership Self-Evaluation**

Governance teams are effective when they take collective responsibility for their effectiveness and ability to create a positive organizational culture focused on improved student achievement. The board self-evaluation workshop helps boards have productive, collegial conversations about what they are doing well and areas in which they would like to improve in their leadership and focus on student achievement. The results of the self-assessment are discussed in a work session. Each board develops goals to improve performance and create accountability.

### **Superintendent Evaluation**

IASB staff members provide individual board consultation for superintendent evaluation, facilitating custom workshops for your board and superintendent. This workshop will help your board understand the requirements for superintendent evaluation identified under Iowa law; establish goals and indicators for the board/superintendent team; review the Iowa School Leadership Standards in relation to your district's situation; and determine best practice processes for board/superintendent team evaluation.

### **Coming Together: Sharing and Change**

This series assists boards that are engaged with other districts in whole-grade sharing or sharing a superintendent. The focus is to identify common interests, goals and concerns and to develop specific techniques to help boards communicate and work together. These sessions can also be designed for boards engaging in reorganization discussions.

### **Custom Policy Manual Development**

School boards developing their policy manual are assisted by an IASB staff member who provides guidance and direction. The goal is a clear understanding of the importance of developing and maintaining a policy manual that complies with current laws and reflects the intent and goals of the board. School boards contracting with IASB to develop their custom policy manual are also provided with hands-on assistance by an IASB staff member in drafting and editing their material.



# Growth

## On your own: Self-study and online learning tools

IASB has created several learning toolkits, videos/ DVDs, online learning courses and other tools to help busy board members learn on their own schedule and board teams learn together at the board table. Our suites of self-study tools are constantly growing. Visit the IASB Web site for details on new tools as they are being developed. *Participants completing IASB self-study processes earn 5-10 Better Boardmanship credits.*

### **School Boards and Student Achievement: Insights from the Iowa Lighthouse Research**

**(Video Learning Package: Available Online or via DVD)**

This two-part video learning tool and supporting materials cover important insights gained from IASB's Lighthouse Research Studies on the impact of school boards on student achievement. You'll learn about the results of the nationally recognized research and consider how they apply to your own board work.

Cost: Free upon request to IASB members.

### **Board Member Accountability Workbook (Self-Study Workbook and Consultation)**

School board members are held accountable to fulfill their responsibilities and to provide the best possible learning environment for students in their district. Being accountable requires being informed and clear about key data and processes. This self-study workbook helps board members draw together important information about their district on topics regarding student achievement, budget and population trends and board policy. The self-study process is reviewed in a personal consultation with an IASB staff member.

Cost: \$50, includes consultation.

### **Introduction to School Finance in Iowa (Video Learning Package)**

Understanding how school finance works in Iowa is complicated at best, so this 40-minute video is a must watch that allows board members to stop and review or refresh their memories on key terms and concepts.

Cost: \$50 per package.

### **School Board Member Handbook**

The IASB *School Board Member Handbook* is a must-read publication for every board member and a handy reference for administrators. The handbook covers the gamut of board learning needs: board roles and responsibilities, leadership for student achievement, board policy, board meetings, superintendent relations, employee relations, school finance, community relations and other topics.

Cost: \$17 per copy with discounts for multiple orders.

### **Budgeting Decision Points for School Board Members**

**(Online Learning Center Course)**

There are key places in the budget that the board can exercise policy level decision-making. These key places, which we call "decision points," are not operational decisions, but strategic questions on revenues and expenditures. This online segment helps board members understand these decision points and their implications. Watch it as an entire team and discuss questions to further your understanding of school finance in Iowa.

Cost: Free to IASB members.

### **Legislative Advocacy Toolkit (Self-Study Workbook)**

This grassroots-level toolkit allows board/ superintendent teams to work through materials at their own pace either individually, at the board table or with neighboring school boards. The chapters cover everything from how to build productive legislative relationships to how to best work with the media and community. The toolkit includes a workbook at the end, with questions and activities to go with each chapter.

Cost: Free to IASB members.

### **Facilitation Tools for Tough Budget Times (Toolkit and Tips)**

This step-by-step guide will help you achieve community buy-in on the tough decisions you make.

Cost: Free to IASB members.



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RETURN SERVICE REQUESTED

## Inside: IASB 2009-10 Training and Events Listing

Schedule time to learn from experts - and your colleagues.

Your association offers numerous resources to help you best serve the students in your district. Learn about self-study tools, like the one below, that cover the basics of boardsmanship and student achievement, as well as workshops, conferences and online resources.

**Leadership for Student Learning:  
The School Board's Role in Creating School Districts  
Where All Students Succeed**  
*(Publication and Study/Discussion Guide for Individuals or Entire Boards)*

Based on widely accepted practices of school improvement and IASB's original Lighthouse research, this book describes the key roles of school boards that can have a positive impact on student achievement. It includes highlights of research studies on districts making significant gains in achievement and insights from school improvement experts. A great reference for staff leadership teams and school improvement committees. The accompanying study guide makes it easy for the whole board team to read and reflect on the content together.

Cost: \$18 per book. Study guide (can be copied for an entire board) \$15.

