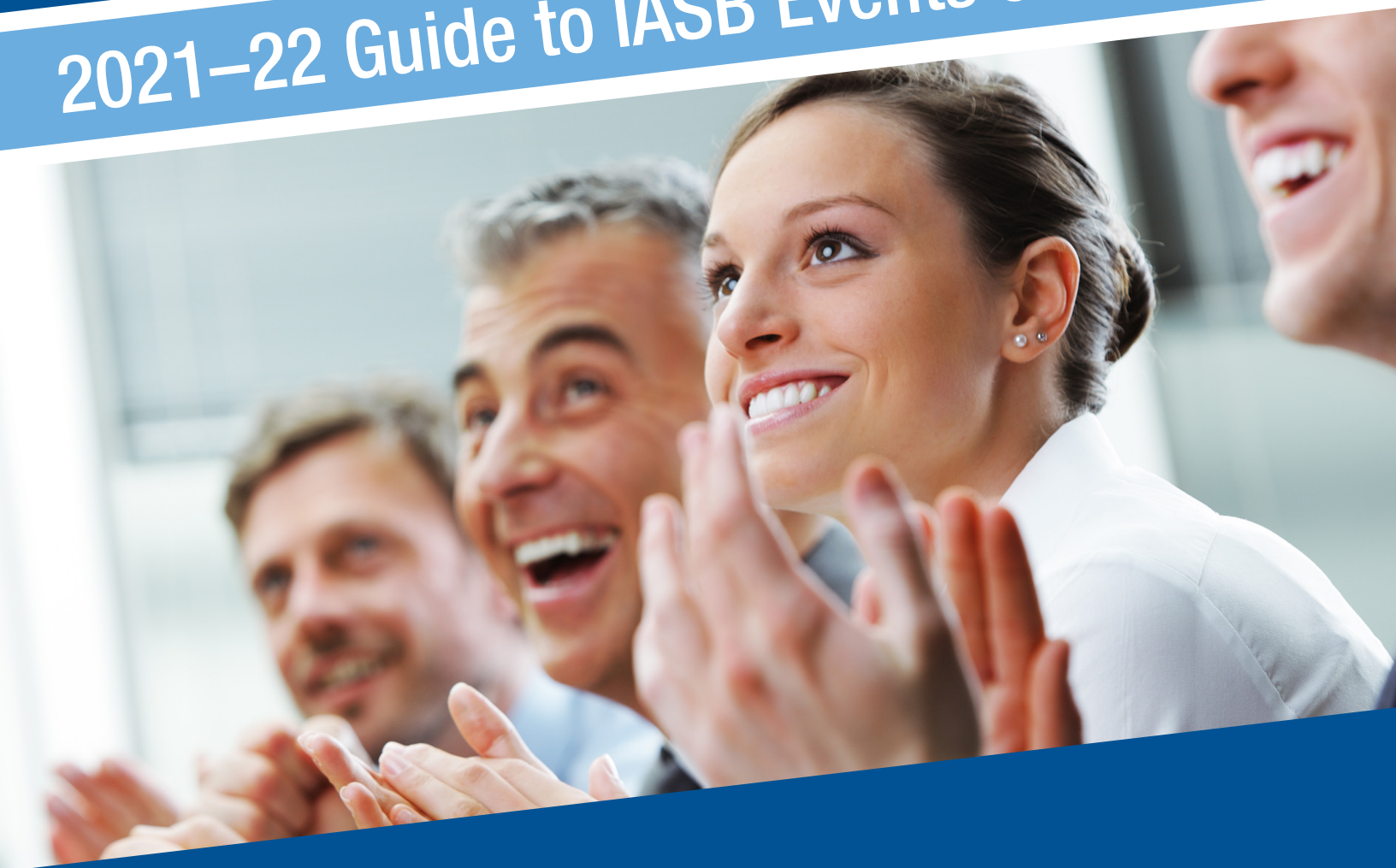




# AT YOUR SERVICE:

## 2021–22 Guide to IASB Events & Services



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# YOUR IASB MEMBERSHIP

[www.ia-sb.org](http://www.ia-sb.org)

IASB is your membership organization. We provide services to help boards stay current and make good decisions through effective governance and leadership. IASB is at your service.

*Membership in IASB brings many benefits.*

**Experts on call:** IASB staff field hundreds of member calls each month, offering consulting and advice on school governance and management.

[www.ia-sb.org/team](http://www.ia-sb.org/team)

**Legislative advocacy and representation:** We collaborate with education organizations as needed on certain issues impacting public education.

[www.ia-sb.org/advocacy](http://www.ia-sb.org/advocacy)

**News you need, when you need it:** The IASB Newsroom is the hub where members go to stay up-to-speed on education in Iowa and across the nation: NewsClips, Board Briefs, Advocacy in Action, Action Alerts, Data Dashboard, Special Reports, On the Agenda and social media channels.

[www.ia-sb.org/newsroom](http://www.ia-sb.org/newsroom)

**Members-only toolbox:** You'll find 24/7 education resources including information, data, research, articles, tools, videos and tips sheets on a variety of topics important to your role.

[www.ia-sb.org/toolbox](http://www.ia-sb.org/toolbox)

**Conferences, workshops, webinars, podcasts and self-study tools:** You name it, we've got it. We know our members have different learning needs, so we offer important information through various formats.

[www.ia-sb.org/learninghub](http://www.ia-sb.org/learninghub)

**Value-added services:** We offer added-value services for an additional subscription fee. These programs are designed to provide one-on-one consultation and detailed assistance for member boards.

[www.ia-sb.org/services](http://www.ia-sb.org/services)



# YOUR GOVERNANCE & LEADERSHIP TOOLBOX

[www.ia-sb.org/toolbox](http://www.ia-sb.org/toolbox)

The members-only website features toolkits organized by the major program areas organized by IASB staff.

## Board Development

**Preparing you to be your best on the board for students and the community.**

IASB equips board members for board service and effective governance through leadership for student learning resources, superintendent evaluation tools and timelines, supports to make board meetings more efficient and focused, board self-assessments, goal setting/strategic planning, and tools to clarify roles and responsibilities.

## Policy/Legal

**Helping you ensure transparent and legal operations through sound board policy.**

We support members with policy development/maintenance and legal compliance through open meetings and public records guidance, breakdown of the board's legal authority, mandatory policies, parliamentary procedure, school calendar templates, cybersecurity resources, policy manual subscription service, and policy manual review.

## School Finance

**Providing you with tools to sustain and enhance district resources through planning and fiscal oversight.**

We develop tools to help you excel in your fiduciary role through school finance basics, budget planning and monitoring resources, financial planning, and risk management practices.

## Employee Relations

**Empowering you to create a culture of excellence and innovation.**

We help boards know the law and have sound data to make informed decisions through HR best practices, collective bargaining guidance and resources, salary and staffing data, sample

job descriptions, employee handbook template, teacher compensation and benefits data, and superintendent search and evaluation resources.

## Advocacy

**Together, we are a strong and effective voice for public education.**

IASB lobbies on behalf of boards both statewide and nationally, guided by the legislative platform developed by members. Advocacy resources include Day on the Hill, advocacy toolkits on legislative issues, Delegate Assembly, and tools to make it easy for you to contact our legislators.

Your IASB team is just a phone call, email or direct message away! For a complete staff list and contact information, visit [www.ia-sb.org/team](http://www.ia-sb.org/team).



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IowaSchoolBoards



IASB\_Iowa





# UPCOMING EVENTS & LEARNING OPPORTUNITIES AT-A-GLANCE

[www.ia-sb.org/learninghub](http://www.ia-sb.org/learninghub)

## 2021

**Aug. 17, Aug. 31 & Sept. 21: Webinar Series: Tuesday Talks with IASB—So, You Want to Run for the School Board?**

**Sept. 9 & 10 (repeat) & Sept. 24: Webinar Series: The New Iowa Standards for School Leaders (ISSL) and the Impact on Superintendent Evaluation and Goal Setting**

**Sept. 16–18: NSBA Council of Urban Boards of Education (CUBE) Annual Conference, Atlanta, GA**

**Sept. 22: ISFLC New Superintendents' Conference, Staybridge Suites, West Des Moines**

**Sept. 24: Webinar: Conversations with Board Presidents—The New Iowa Standards for School Leaders (ISSL) and the Impact on Superintendent Evaluation and Goal Setting**

**Oct. 5: Strategic Budget Reduction Conference, IASB Office, Des Moines**

**Oct. 12: Employee Relations Conference, FFA Enrichment Center, Ankeny**

**Oct. 22–23: NSBA Equity Symposium West, Oklahoma City, OK**

**Nov. 17: Delegate Assembly, Iowa Events Center, Des Moines**

**Nov. 17–18: 76th Annual Convention & Trade Show, Iowa Events Center, Des Moines**

**Dec. 8–9: ISFLC Conference, The Meadows Events & Conference Center, Altoona**

**Dec. 16: New Board President Webinar: Superintendent-Board Team—Fostering Relationships & Unity**

# 2022

**Jan. 20: New Board President Webinar: Facilitating an Effective Meeting**

**Jan. 22: NSBA Equity Symposium East, Washington, D.C.**

**Jan. 23–25: NSBA Advocacy Institute, Washington, D.C.**

**Jan. 27: New Board Member Digital Workshop—School Finance & HR**

**Feb. 1: Day on the Hill, Greater Des Moines Botanical Garden & Iowa State Capitol, Des Moines**

**Feb. (TBA): Certified Budget Workshops, 10–12 workshops across the state**

**Feb. 10: New Board Member Digital Workshop—Superintendent Evaluation & Student Learning**

**Feb. 16–17: ISFLC Conference, The Meadows Events & Conference Center, Altoona**

**March 4: Board Presidents' Conference, FFA Enrichment Center, Ankeny**

**March 30–April 4: NSBA Annual Conference, San Diego, CA**

**April (TBA): Safety Group Risk Management Workshop, Des Moines**

**April 27: Policy Leadership & Legal Issues Conference, FFA Enrichment Center, Ankeny**





# 2021–22 EVENTS & LEARNING OPPORTUNITIES

[www.ia-sb.org/learninghub](http://www.ia-sb.org/learninghub)

IASB offers a diverse selection of learning experiences throughout the year to support board/superintendent teams in governance and leadership. As education leaders, you face many complex challenges, which require you to possess a vast range of knowledge and experience—student learning, school law, finance, labor relations, policy and budgets, not to mention bond campaigns, lobbying, special education and parliamentary procedure—to name a few.

Through convention, conferences, workshops, webinar and podcasts, offered either statewide or regionally, in-district, in-person or digitally, IASB serves member needs for learning and professional development. We are here to help both new and experienced board members build your knowledge, and sharpen your boardsmanship and leadership skills.

As a member of IASB, you also have access to events offered by the National School Boards Association (NSBA). Those events are listed as well. **All fees listed are for IASB members only—non-members pay a higher rate for the limited conferences they can attend.**



*Look for this icon throughout the guide to determine how many Better Boardsmanship credits you can earn per event! See pp. 28–29 for more information.*

## 2021



### **Webinar Series: Tuesday Talks with IASB—So, You Want to Run for the School Board?**

**Aug. 17 & Aug. 31 & Sept. 21, Noon–1 p.m.—Digital Offering via Zoom**

IASB offers a complimentary webinar series designed to help candidates learn the ins and outs of school board candidacy, so they can hit the ground running. Topics include: essential tips for candidates, legal and ethical campaigns, and high and equitable student learning.

**Fee:** Free for all.



## **Webinar Series: The New Iowa Standards for School Leaders (ISSL) and the Impact on Superintendent Evaluation and Goal Setting**

**Sept. 9 & 10 (repeat), Noon–1 p.m.—Digital Offering via Zoom**

The state of Iowa rolled out new Iowa Standards for School Leaders (ISSL), effective July 1, and IASB is set to help. We're offering a slate of webinars to help your board team learn about the legal requirements of superintendent evaluation and to get acquainted with the new leadership standards. We'll also provide guidance for a sound superintendent evaluation process and considerations for goal setting for the coming year.

**Fee:** Free for IASB members.



## **NSBA Council of Urban Boards of Education (CUBE) Annual Conference**

**Sept. 16–18—Atlanta, GA**

CUBE has convened school board members from across the nation for the past 53 years to network and share the continually evolving strategies they are using to address the unique educational challenges that exist in our nation's urban centers. Content is curated specifically to provide you with the tools and support you need to effect change as an empowered, impactful urban school board member.

**Fee:** \$650.



## **New Superintendents' Conference (ISFLC)**

**Sept. 22, 9 a.m.–3 p.m.—Staybridge Suites, West Des Moines**

The Iowa Superintendents' Finance & Leadership Consortium, co-sponsored by IASB and the Institute for Educational Leadership at UNI, welcomes educational leaders new to the superintendency and new to the state of Iowa. This one-day conference will provide new superintendents with a thorough introduction to Iowa school finance and other information essential to success.

**Fee:** Free for IASB members.



## **Webinar Series: Conversations with Board Presidents—New Leadership Standards Follow-up for Board Presidents**

**Sept. 24, Noon–1 p.m.—Digital Offering via Zoom**

In tandem with our new webinar series, The New Iowa Standards for School Leaders (ISSL) and the Impact on Superintendent Evaluation and Goal Setting, we're pleased to offer this conversation on leadership considerations for board presidents. Vice presidents are also encouraged to join the webinar, and anyone is welcome to attend!

**Fee:** Free for IASB members.



## **Strategic Budget Reduction Conference**

**Oct. 5, 9 a.m.–4 p.m.—IASB Office, Des Moines**

Thinking budget cuts? This workshop is designed to provide you with practical strategies to use when your district is faced with making budget reduction decisions—including how to know if your



district is headed for financial trouble, transparent methodologies you can use to identify budget reduction options and ensuring careful monitoring and follow-through for your new budget. We recommend that you consider bringing a team—your board president, superintendent, school business official and HR director.

**Fee:** \$140. After Sept. 24, registration is \$170.



## Employee Relations Conference

**Oct. 12, 9 a.m.–4 p.m. — FFA Enrichment Center, Ankeny**

Your goal is to promote positive relations with employees to encourage an environment that supports innovative approaches to teaching and learning. Just as important is the responsibility to maintain efficient, cost-effective organizational operations. This day-long conference features experts who will examine issues and help you be prepared.

**Fee:** \$140. After Oct. 1, registration is \$170.



## NSBA Equity Symposium West

**Oct. 22–23—Oklahoma City, OK**

Over the last year, education leaders have convened virtually to discuss issues of inequities plaguing our education systems. As we return to in-person meetings, now is the time to go beyond the conversations. Put your ideas into action!

**Fee:** \$350. After Sept. 10, registration is \$450.

## 76th Annual Convention & Trade Show—Wednesday Pre-Convention

**Nov. 17—Iowa Events Center, Des Moines**

**REGISTER NOW!** We have carefully crafted a lineup of pre-convention workshops that allow you to customize your day of learning. Check out Wednesday’s program offerings below.

**Fee:** \$95 for IASB members. **Board Secretaries:** Save time and help with early planning. Register staff, board members not up for election and unopposed incumbents early.



## New Board Member Academy Series: Ready, Set, Govern! New Board Member Onboarding Workshop

**9–11:30 a.m. OR 1–3:30 p.m. (repeat)**

Take advantage of the Ready, Set, Govern! training series, which consists of three workshops to set you on the road to success. The first workshop in the series will cover board roles and responsibilities, board meeting practices and government transparency laws, and an overview of board policy basics. Continue your learning with two digital workshops this winter—January 27 and February 10. Find out more info on pp. 12–13.

**Pre-Convention workshop topics:**

**Governing 101**—A foundational overview of board roles and responsibilities. We'll review fundamental board responsibilities, how your role relates to district staff, and provide a framework for helping you learn critical information about the district.

**Meetings and Transparency Laws**—The work of the board occurs at its meetings, so we'll acquaint you with handy information about common board meeting practices such as placing items on the agenda and other procedures. Plus, you'll learn about government transparency laws (Iowa Open Meetings Law) which set explicit responsibilities for boards to ensure public access to meetings and deliberations of the board, minutes and executive sessions.

**Policy Basics**—Boards have the authority to lead their districts by setting policies. Learn what policy is, legal requirements for policy alignment with state and federal law, policy development and review, and the role the administration plays in the implementation of policy. A firm command of your existing policies will help you answer countless early questions of board service—this session will help you prioritize where to start.

**Bonus!** All attendees will receive a complimentary hard copy of the *2021–22 School Board Member Handbook!*



## **Division, Discourse and Decision-Making—The Board's Role in Adaptive Times**

**9–11:30 a.m. OR 1–3:30 p.m. (repeat)**

In a society that's more polarized than ever, is civil discourse a lost art? Skilled facilitator Bill de la Cruz doesn't think so. This interactive workshop is designed to help board members explore the impacts of division in discussion and decision-making. This session will equip you with techniques and practices designed to help foster a culture of belonging and inclusion.



## **RIPE Innovations: What's the Low-Hanging Fruit?**

**1–3:30 p.m.**

Students, families, and communities' expectations of schools continue to expand. In this session, we delve into why specific innovations focused on Relationships, Interests, Practice, Equity (RIPE) help prepare students for a dynamic and turbulent world. Joining Andrew are two students who will share how deeper learning experiences positively impacted their lives.

## **Board Secretary Workshop**

**1–3:30 p.m.**

Our popular Board Secretary workshop is a staple in our Wednesday workshop lineup! With all new content, we'll once again shape an afternoon of interactive networking and learning focused on issues and questions most pressing to Iowa's school and AEA board secretaries. This session offers SBO credit.



## **School Finance 101, 201 and 301**

**9–11:30 a.m. OR 1–3:30 p.m.**

Newer board members will value School Finance 101's introduction and overview of basic school finance concepts and terminology. Board members with intermediate level knowledge will learn about authorized budgets, unspent balance and real-world data trends in School Finance 201. Attend School Finance 301 for an in-depth analysis of important concepts like cash/fund balance, spending authority, use of the School Budget Review Committee and more. All sessions earn SBO credit.



## Delegate Assembly

9 a.m.–Noon or until completion

Make your district's voice heard at the Delegate Assembly! Representatives from school boards across the state will vote to set the 2022 legislative platform that guides IASB's legislative work. Delegate Assembly is offered annually in conjunction with the IASB Annual Convention.

**Fee:** Free for delegates. \$25 for guests staying for lunch, unless registered for Wednesday Pre-Convention Workshops.



## 76th Annual Convention & Trade Show—Thursday Convention

Nov. 18—Iowa Events Center, Des Moines

**REGISTER NOW!** We are planning a vibrant in-person Annual Convention for 2021 and look forward to welcoming you. Our three keynote speakers are sure to challenge and inspire your governance team, and our full lineup of education sessions for both experienced and newly-elected board members will focus on issues and trends that matter most.

After many months of Zoom meetings, Cisco webinars, Slack messages and Teams calls, we know you are just as excited as we are to learn (in person), network (in person) and simply be together (in person). There will be many innovations to share, obstacles to commiserate over, and memories that make us laugh (or cry).

This year we have three keynoters whose messages align with each other so well that we encourage you to attend all three in order to reap the benefits. Brandon Fleming will kick off the event with his heartbreaking yet hopeful journey from at-risk youth to award-winning Harvard educator, setting the stage to learn how the life of every single student can be impacted; Yong Zhao will lay out what the future of education should look like and how to position students to thrive in the modern world through individualized, passion-based learning; and Andrew Frishman and his student co-presenters' real-life success stories will drive home the idea that school boards can create a culture of continuous innovation and activate potential for students.

Be sure to check [www.ia-sb.org/convention](http://www.ia-sb.org/convention) periodically for more information on keynote speakers, education sessions, key dates and deadlines.

**Fee:** \$200 for IASB members. No late registration fee.



Brandon Fleming



Yong Zhao



Andrew Frishman



## ISFLC Conference

**Dec. 8–9—The Meadows Events & Conference Center, Altoona**

Iowa school finance is complex. The Iowa Superintendents’ Finance & Leadership Consortium (ISFLC) allows the participant to spend a day and a half looking in depth on one aspect of district finance—budget development, internal control, financial statements and current fiscal topics are just a few of the topics to choose from.

**Fee:** \$325 per person, or \$300 with a group of two or more from the same school district.



## New Board President Webinar: Superintendent-Board Team—Fostering Relationships & Unity

**Dec. 16, 6–7 p.m.—Digital Offering via Zoom**

To maximize governance effectiveness, your board-superintendent team must operate together with unity. As a new board president, a chief responsibility is to promote collaboration and cultivate cohesion among your board members and with your superintendent. Where do you start? What matters most and what should you avoid? In this interactive conversation, IASB staff and experienced board leaders will discuss foundational communication practices and concrete steps to help you establish a tone of cooperative leadership and strategies to strengthen trust.

**Fee:** Free for IASB members.

# 2022



## New Board President Webinar: Facilitating an Effective Meeting

**Jan. 20, 6–7 p.m.—Digital Offering via Zoom**

Chairing a productive, efficient board meeting takes preparation, skill and practice. What do board leaders do to make the magic happen? What steps do they take (before, during and after) the meeting to help promote effective discussions and decision making? How important is the agenda in meeting planning and management? In this conversation, we’ll share tried and true practices and discuss guidance from experienced board presidents to equip newer board presidents with skills and techniques to support effective meeting management.

**Fee:** Free for IASB members.



## NSBA Equity Symposium East

**Jan. 22—Washington, D.C.**

The NSBA Equity Symposium East provides a forum for school board members, public school advocates, and community leaders to examine and discuss the strategies, current trends, research, and best practices around equity in our nation’s public K-12 schools.

**Fee:** TBA.



## NSBA Advocacy Institute

Jan. 23–25—Washington, D.C.

The Advocacy Institute brings together education leaders to explore and discuss the latest developments in key education policy and legislation, champion the interests of public K-12 students, advocate for education priorities and federal policies on Capitol Hill, and network with colleagues from across the country.

**Fee:** TBA.



## New Board Member Academy Series—Ready Set, Govern! Finance & HR Digital Workshop

Jan. 27, 6–7:30 p.m.—Digital Offering via Zoom

The second workshop in the New Board Member Academy Series covers two critical topics—budgeting and personnel matters.

**Board's Role in the Budget**—School finance is one of the most important topics for boards but can be one of the most challenging for new board members. We are here to help break down critical timelines such as publication, hearing, action and statutory deadlines for the budget; clarify the board's role in budget issues; learn why it's critical to unite under the same common messages when communicating to the public about the budget; and discover why audit reports are an integral part of the process.

**Personnel Matters**—Spring is the prime season for evaluating, hiring and terminating staff. Does the board have a role in this? Why or why not? How can the board make a difference, without undercutting the superintendent's authority? Clarify the work of the board, superintendent and other administrators around personnel matters.

**Fee:** \$45.



## Day on the Hill

Feb. 1, 9 a.m.–4:30 p.m.—Greater Des Moines Botanical Garden & Iowa State Capitol, Des Moines

IASB's annual Day on the Hill is your day to lobby at the Capitol in Des Moines. It gives you an opportunity to meet with your local legislators to discuss legislative issues impacting public education, network with education leaders from across the state and learn new advocacy strategies.

**Fee:** \$45. After Jan. 21, registration is \$75.



## Certified Budget Workshops

Feb. (TBA)—10–12 workshops across the state, dates and sites to be announced in Dec. 2021

IASB, in collaboration with Affiliated Program Forecast5 Analytics, is offering these free workshops for IASB members. Using 5Cast forecasting tools, attendees will leave the workshop with a completed FY 2023 certified budget, including the aid and levy worksheets, as well as all supporting documents.

**Fee:** Free for IASB members.



## **New Board Member Academy Series—Ready, Set, Govern! Student Learning & Superintendent Evaluation Digital Workshop**

**Feb. 10, 6–7:30 p.m.—Digital Offering via Zoom**

The third workshop in the New Board Member Academy Series delves into high and equitable student learning and effective superintendent evaluation.

**Student Learning**—High and equitable learning is something boards strive to accomplish for all students. But what does that mean? And how can it be accomplished? You’re in luck—we’ll get you up-to-speed on the importance of beliefs, keeping the focus on student learning, and how to support conditions for success. Before you know it, you’ll be well on your way to setting clear, focused goals on student learning with your board.

**Superintendent Evaluation**—Iowa law requires boards to evaluate superintendents each year. This critical process includes many key steps, including a thorough review of the Iowa Standards for School Leaders, the evaluation process, and key dates. Additionally, it’s important that boards learn how to conduct the superintendent evaluation as a team. You’ll explore the board’s role in superintendent evaluation and leave with a clear understanding of how to ensure this process is successful.

**Fee:** \$45.



## **ISFLC Conference**

**Feb. 16–17—The Meadows Events & Conference Center, Altoona**

Iowa school finance is complex. The Iowa Superintendents’ Finance & Leadership Consortium (ISFLC) allows the participant to spend a day and a half looking in depth on one aspect of district finance—budget development, internal control, financial statements and current fiscal topics are just a few of the topics to choose from.

**Fee:** \$325 per person, or \$300 with a group of two or more from the same school district.



## **Board Presidents’ Conference**

**March 4, 9 a.m.–3 p.m.—FFA Enrichment Center, Ankeny**

We’re thrilled to offer an extended learning experience for board presidents and aspiring board presidents. Join IASB staff and your peers in this interactive event devoted to the issues, challenges and opportunities facing board presidents today. We’ll meet in an inviting new location where you’ll network with peers, tackle the tough stuff and explore practical strategies and solutions. You’ll leave inspired, connected and equipped with new resources to support your crucial leadership work.

**Fee:** \$140. After Feb. 21, registration is \$170.



## **NSBA Annual Conference**

**March 30–April 4—San Diego, CA**

The NSBA 2022 Annual Conference & Exposition is the one national event that brings together education leaders to learn about best governance practices, gain insight into child development and learn about new programs and technology that can help enrich student learning. NSBA 2022 is one of the few—if not the only—places where school board members from around the country can

receive the training necessary to address the instructional needs of students and to improve the efficiency of district operations.

**Fee:** TBA.



## **Safety Group Risk Management Workshop**

**April—Date and Location TBA**

Risk management is important and if done well can help districts reduce their liability over the long term. Each spring Jester Insurance, EMC and IASB offer workshops in different regions of the state to allow participants (both local insurance agents and school leaders) the opportunity to learn more about managing risk through discussion of a variety of risk topics, such as board member liability, workers compensation and property liability and loss.

**Fee:** Free for IASB members.



## **Policy Leadership & Legal Issues Conferences**

**April 27, 9 a.m.–4 p.m. — FFA Enrichment Center, Ankeny**

Strong policies set the foundation for a board and district to achieve its goals. Join policy and legal experts from across the state to learn best practices in policy leadership and explore important legal issues facing public education in Iowa. This annual event offers board members and school administrators the opportunity to ask the experts and gain resources for meeting the challenges of leadership.

**Fee:** \$140. After April 10, registration is \$170.

**For information or to register for any upcoming events, visit [www.ia-sb.org/learninghub](http://www.ia-sb.org/learninghub) or call (515) 288-1991.**



# VALUE-ADDED SERVICES

## Specialized Subscription Services for School Boards

IASB offers value-added services for an additional subscription fee. These programs are designed to provide one-on-one consultation and detailed assistance for member boards.

### Legal & Policy

#### Online Policy Subscription Service

The IASB *Policy Reference Manual* contains more than 600 pages of downloadable sample board policies, administrative regulations and forms needed by school districts to comply with state and federal laws and to effectively operate a school district. In addition, this subscription includes quarterly and special release updates through our *Policy Primer* newsletter. This newsletter issues new policies and/or updates to existing sample policies including explanations of why the policies are needed or laws that have changed impacting policy.

#### Legal Service Fund

The IASB Legal Service Fund was developed to assist school districts, AEAs and community colleges in legal cases that have statewide significance. Monies in the fund are protected in a separate account and invested to maximize school district dollars.

The Legal Service Fund Committee consists of nine voting school board members from participating schools. This committee decides whether financial assistance will be provided to a participant that applies for such assistance. Learn more about the Fund and the Committee at [www.ia-sb.org/legalservicefund](http://www.ia-sb.org/legalservicefund).

### Survey Services

Our suite of surveys ranges from school improvement needs assessments, to superintendent search, to custom surveys built for the specific needs of your district. We manage everything—from designing and posting the survey, to tracking, downloading and analyzing the data, to preparing and delivering the reports. Learn more at [www.ia-sb.org/surveyservices](http://www.ia-sb.org/surveyservices).



# Affiliated Programs

IASB provides members with access to programs that can assist the governance team in critical areas of support, including governance and leadership, risk management, financial responsibility, human resources compliance and facilities management. IASB strives to lessen the burdens of government for Iowa public school boards, area education agencies and community colleges by providing these services. Visit [www.ia-sb.org/affiliatedprograms](http://www.ia-sb.org/affiliatedprograms) to learn more about these programs that are uniquely designed to serve the needs of these public education institutions.

## Governance & Leadership

**Simbli by eBOARDsolutions**—Meet the needs of transparency, efficient workflow and effective leadership with this set of web-based tools that allow school leadership teams to streamline and align their governance and leadership work.

## Risk Management

**Safety Group Insurance Program**—IASB collaborates with Jester Insurance Services, Inc., and EMC Insurance Companies to bring Iowa schools a comprehensive and competitive insurance program.

**Iowa Medicaid Education Disbursement (IMED)**—IASB collaborates with healthcare consulting service ClaimAid to assist school districts in obtaining Medicaid reimbursement for students who are Medicaid eligible and receive certain non-educational special education services.

**CyberProtectED**—IASB collaborates with security company RSM US LLP to offer members the CyberProtectED program. CyberProtectED provides several packages, including risk assessments, cybersecurity training and awareness, and staff support.

## Financial Management

**Iowa Schools Joint Investment Trust (ISJIT)**—IASB collaborates with PMA Financial Network, Inc. to provide ISJIT. ISJIT assists more than 325 school corporations in safely increasing their investment income.

**Forecast5 Analytics**—Forecast5 Analytics offers 5Sight, 5Maps, 5Share and 5Lab to support school districts with data discovery, decision making, and enhanced communication.

**OPEB Valuation Compliance Service (GASB 74, 75)**—IASB collaborates with Gallagher Benefit Services, an actuarial service, to offer Governmental Accounting Standards Board (GASB) Statement Number 74 actuarial and consulting services for other post-employment benefits (OPEB).

## Human Resources

**Iowa Schools Employee Benefits Association (ISEBA)**—ISEBA, IASB and the Iowa State Education Association collaborate with Reynolds & Reynolds Inc. to deliver a comprehensive, accessible, user-friendly and affordable employee benefits program for Iowa school employees.

**Iowa Drug and Alcohol Testing Program (IDATP)**—IASB collaborates with Medical Enterprises Inc. to provide the Iowa Drug and Alcohol Testing Program (IDATP). IDATP assists school corporations

and contractors transporting students to economically and efficiently comply with state and federal drug and alcohol testing requirements.

**Employee Background Screening Service**—To meet background screening needs for Iowa’s education employees, IASB collaborates with One Source The Background Check Company to offer the Employee Background Screening Service. The service provides school districts with the ability to check multiple background-information sources and make confident employment decisions.

## Facilities

**Iowa Construction Advocate Team (ICAT) & Integrated Project Delivery**—IASB collaborates with Estes Construction to create the ICAT program. ICAT offers services including facility assessments, architect selection process, RFP/RFQ templates, organizing master planning services, community engagement, radon testing and mitigation support, and a full compliment of construction services statewide.

## Service Recognition Program

IASB offers a variety of customizable awards for sale to help your school district honor school board members and staff for their service, hard work and dedication to public education. Visit [www.ia-sb.org/servicerecognition](http://www.ia-sb.org/servicerecognition) for more details or to place your order!



**Board President’s 10.5” Engraved Gavel & Sounding Block**

\$50



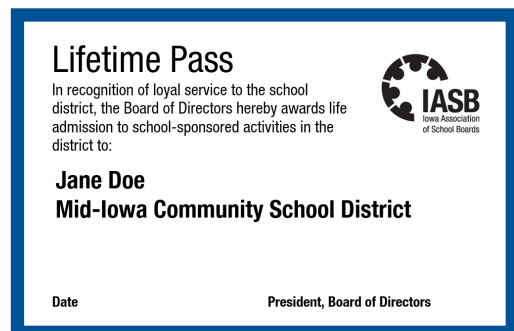
**Friend of Iowa Public Education 6x8” Plaque**

\$30



**Award of Merit 8x10” Plaque**

\$40



**Lifetime Pass Card**

\$8.50



# AT THE BOARD TABLE

[www.ia-sb.org/attheboardtable](http://www.ia-sb.org/attheboardtable)



*At the Board Table* is an opportunity to add a board development item to your agenda. Boards that take time to discuss how they will work together generally find their common work at the board table to be easier and more effective. Estimated time commitment varies between 15 and 45 minutes per discussion.

It's possible to consider this section as an individual board member, but it is much more effective if the entire board engages in the discussion. Working as a team is improved when boards come to a common understanding of ground rules and responsibilities.



## STANDARD 1: VISIONARY TEAM

### Considering Board Priorities at the Board Table

This discussion helps the board team clarify where they want to focus their time and energies as they consider the most important goals for the district's future.

#### Whose Job Is It? Part One

Using a scenario of a typical board member situation, determine "Whose Job Is It?" and what role the whole board would play in the situation.

#### Whose Job Is It? Part Two

Another discussion on "Whose Job Is It?" focusing on the board's role in school improvement by looking at specific tasks and considering areas of work to be done.

#### Board and Superintendent Relations, Part One

This scenario-based discussion will help your team reflect on essential elements for building a productive board/superintendent relationship.

#### Board and Superintendent Relations, Part Two

A continued discussion tool including true/false questions and quotes to consider for building a productive board/superintendent relationship.

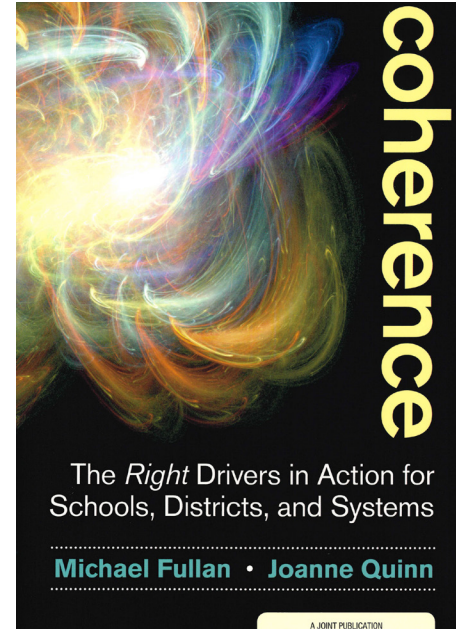
## Promises and Pitfalls of Superintendent Evaluation

The board can assess its readiness for effective superintendent evaluation and support for the superintendent's performance goals.

## STANDARD 2: STUDENT LEARNING

### **Coherence: The Right Drivers—What is the Work of the Board?**

These *At the Board Table* discussion exercises are based on Michael Fullan and Joanne Quinn's book, *Coherence: The Right Drivers in Action for Schools, Districts, and Systems*. These digital modules feature audio narration and support thoughtful board discussion with little prep time.



- **Part One: Focusing Direction**

The first exercise in this four-part series introduces the Coherence Framework and encourages discussion on how the board can provide challenge and support for a system focused on a common purpose, ambitious goals and the change leadership it takes to achieve them.

- **Part Two: Cultivating Collaborative Cultures**

This module provides a framework for the board's discussion on how board behaviors impact district culture and how the board can foster and support innovation.

- **Part Three: Deepening Learning**

Through essential questions and building common understanding, this discussion helps the board consider the moral imperative of ensuring that all children reach deeper levels of learning—and how the board can help make that happen.

- **Part Four: Securing Accountability**

This final exercise gives the board a chance to discuss responsibility and understand how accountability can foster excellence in education and the key roles the board can play to secure accountability for results.

### **Graduating All Students Innovation Ready**

An article and discussion guide help the board contemplate the need to go beyond the “status quo” to ensure students are ready for a changing future.

### **Thoughts Posed by Sir Ken Robinson**

Three discussion exercises spotlight the board's role in nurturing innovative and creative cultures focused on personalized learning for all students. Listen to Sir Ken Robinson's thoughts on school transformation and discuss essential questions related to your board's vital work.

## **STANDARD 3: DISTRICT CULTURE**

### **Discussing School Staff Performance with the Public**

This module uses a scenario and discussion questions to help the board consider citizen complaints objectively, away from the pressures of the actual situation.

### **Promises and Pitfalls of Superintendent Evaluation**

The board can assess its readiness for effective superintendent evaluation and support for the superintendent's performance goals.

### **What Can the Board Know?**

Dealing with personnel issues can be difficult. This discussion tool will help you think through possible actions and consequences related to the board's role in human resources.

### **Promises and Pitfalls of Superintendent Evaluation**

The board can assess its readiness for effective superintendent evaluation and support for the superintendent's performance goals.

## **STANDARD 4: POLICY AND LEGAL**

### **Considerations on the Open Meetings Law**

A three-part discussion on how the Open Meetings Law affects board procedures.

### **Four Ethical Dilemmas**

What is ethical behavior? This module includes scenarios for the board to discuss with accompanying considerations from IASB and an opportunity for boards to consider how their own Code of Ethics policies help them govern well.

## **STANDARD 5: FISCAL RESPONSIBILITY**

### **Simplifying School Finance**

Take a quick true/false quiz as a whole board to assess your knowledge of some basic school finance concepts; consider a scenario which will seem familiar to all; and finally arrive at common-ground definitions of basic finance terms.

## **STANDARD 6: ADVOCACY**

### **Advocating for Our Students' Future**

Using a scenario and discussion questions, this module helps boards focus on the importance of advocacy and determine specific action steps that "make sense" for each local board.



# CUSTOM BOARD WORKSHOPS

[www.ia-sb.org/customworkshops](http://www.ia-sb.org/customworkshops)



Bring a customized, facilitated board learning workshop directly to your district. IASB will work with your board and superintendent to design a workshop just for you, based on your board development goals and district needs.

**Fees:** Workshop fees vary based on the length of the workshop. Costs cover the workshop and all materials for your board/superintendent team. Visit [www.ia-sb.org/customworkshops](http://www.ia-sb.org/customworkshops) for more information. The following are sample workshop topics. Need something different? We'll customize a workshop just for you!



## Roles and Responsibilities/Board Job Descriptions

In this custom session, an IASB facilitator helps the board/superintendent team identify and discuss the different roles and responsibilities of school board members and the superintendent. The IASB facilitator will provide information and research on effective practices to enhance the discussions. The board/superintendent team uses these insights to build a strong, shared understanding of how each governance team member contributes to the district through their appropriate role.

## Introduction to Strategic Planning: Mission, Vision and Goals

Is your district ready to begin the strategic planning process? This experience will support the board/superintendent team as they initiate the first phase of the strategic planning process: revising or creating the district's mission and vision and identifying goal areas for the district to pursue over the next three to five years. Workshops are typically two hours each—choose between one, two or three separate sessions depending on district needs. Sessions can focus on the board/superintendent team only or can include administration, staff, parents and community members. Additional sessions on data analysis and action planning are also available and can be added to complete the strategic planning process. The cost is customized based on the number of sessions, participants and facilitators involved.

## **Team Vision and Goal Setting**

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

## **School Boards and Student Achievement**

Board/superintendent teams looking to strengthen their focus on student learning at the board table would benefit from this workshop. Participants can select entry points such as, data study, student learning goals, or understanding and supporting key initiatives. An IASB facilitator will consult with your district's board leadership and superintendent to determine an effective starting place. These workshops are developed based on effective practices for board teams influenced by IASB's groundbreaking Lighthouse Research and other studies on school board leadership.

## **Leadership for Student Learning Five-Part Workshop Series**

This workshop series is an intensive five-session commitment for the whole governance team to strengthen their role for improved teaching and student learning. Research shows that school boards who are well-informed with a strong belief system can positively influence student learning in their districts. Studies by IASB and other organizations have identified important leadership and policy-level roles for the school board in improving student learning. IASB is partnering with local board/superintendent teams to support their efforts in this work through this in-depth workshop series.

## **Defining the Well-Educated Student**

As the governance team, it's the board's duty to establish a vision of high expectations for every child. In this workshop, an IASB facilitator will help the board/superintendent team create a customized visionary statement designed to inspire and elevate learning, provide direction and support sound policy and decision making.

## **Board Self-Assessment**

Governance teams are most effective when they foster a positive culture focused on improving instruction and student learning. An IASB facilitator will provide three to four self-assessment options and help the board identify the tool that best matches current needs.

## **Superintendent Evaluation**

Is your team interested in enhancing the superintendent evaluation process?

In this customized board workshop, an IASB facilitator will lead your team's learning and discussion on key areas of superintendent evaluation including legal requirements, the state's standards for school leaders, tools/practical tips, and effective practices.

## **Coming Together: District Sharing**

This workshop is designed to assist boards whether they want to explore possibilities for sharing with nearby districts, or their district is already engaged in sharing with other districts. The focus is to identify common interests, goals, 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.

## **Creating a Culture of Excellence and Innovation: The School Board's Role**

What is the board's role in working with and guiding district staff? How does the board's role compare to that of the superintendent? How can your board/superintendent team work from your respective roles to create a culture of excellence and innovation that focuses the school community on student learning?

## **Sound Policy Development Practices for School Boards**

Sound written board policy clarifies the goals and intent of the board. In this custom session, an IASB consultant works with the board/administrative team to understand the board's policymaking role, strengthen your policy development and maintenance practices, identify policies most relevant to your district's current goals and needs and ensure your policies align with state and federal laws.

## **District Finance Consultation**

An IASB staff member will facilitate a customized review of your district's financial condition, based on your own data and trends, and help the board/superintendent team consider appropriate oversight and decision points to address the district's financial condition. IASB staff will work with the board, either at a board meeting or a board work session, to understand your district's finances. Free for the first consultation. IASB can also provide a half-day session one-on-one with a district's new superintendent or school business official to support these key administrators in gaining knowledge of Iowa school funding laws, processes and the district's current financial condition.

## **Developing Your Boards' Advocacy Action Plan**

To have a say in the legislative process, your board needs voice. In this session, an IASB staff member will work with your board to develop an advocacy action plan customized to your school district. You'll focus on specific issues facing your district and construct an advocacy plan based on maximizing efforts that will have the greatest impact in persuading your elected officials. The workshop can take a broad view on advocacy, or dig deep on a specific advocacy practice, such as legislator relations, community engagement, social media communications and more.

## **New Superintendent and Board Leadership—Establishing a Strong Foundation**

**Establishing a Strong Foundation:** If your superintendent is new to your district, IASB can help your team establish the foundation for a strong working relationship. An IASB facilitator will work with your board and superintendent leadership to develop a customized workshop to help your team set the stage for a successful school year. Popular topics for this workshop include areas such as: board-superintendent communications, operating practices, roles and responsibilities, expectations, or goals.





# RECORDINGS, RESOURCES & PODCASTS

[www.ia-sb.org/learninghub](http://www.ia-sb.org/learninghub)

## Recordings & Resources

### Conference, Event & Workshop Recordings

Throughout the year, IASB offers a wide variety of conferences, events and workshops. Recordings of select conferences (along with any accompanying resource materials) and digital workshops are available for purchase on the IASB website. Visit [www.ia-sb.org/recordings](http://www.ia-sb.org/recordings) for more information.

### Webinar Recordings

IASB offers live webinars periodically on a range of topics and timely issues important to the governance roles of board teams. Content experts and facilitators offer crucial updates and guidance to inform good decision making at the board table. Webinars are recorded, so you have access anytime, anywhere, even if you are unable to attend the live event. Webinar topics center around the IASB Standards for Effective School Boards. Visit [www.ia-sb.org/recordings](http://www.ia-sb.org/recordings) for access to available webinar recordings. Webinars are included in IASB member benefits.

## Podcast Series

### IASB *BoardCast* Podcast

IASB launched the *BoardCast* podcast series in 2020, as another way to provide members with governance tips and information through a popular format. This podcast joined IASB's original podcast, *Capitol Chats: Across the Aisle with IASB*, which focused on advocacy and legislative issues. Both podcasts have proven popular with members, and in order to streamline our offerings and better serve members, we are merging the *Capitol Chats* series with *BoardCast*. Now, all your favorite podcast episodes, no matter the topic, will be featured in *BoardCast*.

*BoardCast* features IASB staff, members and other education experts. Episodes focus on hot topics and best practices in advocacy and legislative issues, school finance, board governance, legal and policy issues, HR and more.

*BoardCast* is available for listening anywhere podcasts are offered: Apple, Spotify, Android, etc. Be sure to subscribe so you are notified when a new episode drops! Visit [www.ia-sb.org/boardcast](http://www.ia-sb.org/boardcast) to listen to the latest episodes!



# BOARDSMANSHIP BOOKS

## Online and Printed Versions Available

IASB offers digital versions of the *Board Member Handbook*, a reference tool for boards and administrators, the *Leadership for Student Learning* book and study guide, which offers insights into the board's role in promoting student achievement, and *IASB's Discussion Guide for Coherence: The Right Drivers in Action for Schools, Districts and Systems*, which provides implications and bottom line guidance for boards. These can also be ordered as paperback versions, from an online bookstore.

### **UPDATED FOR 2021–22!**

#### ***Board Member Handbook***

IASB's invaluable *Board Member Handbook* is a must-read for every board member and a handy reference for administrators. The handbook covers roles and responsibilities, leadership, student achievement, board policy, board meetings, superintendent relations, employee relations, school finance, community relations and much more!

*Board Member Handbooks* are updated during school board election years.

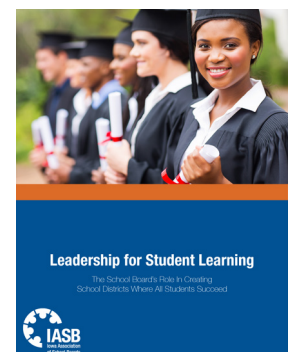
**Fee:** The PDF is free for IASB members. Printed copies are available for a fee of \$15 for IASB members. Download the PDF or purchase a print copy at [www.ia-sb.org/handbook](http://www.ia-sb.org/handbook).



#### ***Leadership for Student Learning Book & Study Guide***

##### **The School Board's Role in Creating School Districts Where All Students Succeed**

Based on widely accepted practices of school improvement and original, objective research, this book identifies the key roles of school boards that can have a positive impact on student achievement. This book is a quick read that provides board members with expert guidance and fundamental information in easy-to-understand language. It is also a great reference for staff leadership teams and school improvement committees.



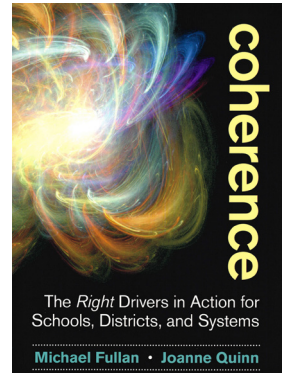
The *Leadership for Student Learning Study Guide* is available to help your entire board/superintendent team consider and discuss issues raised in the book. This practical tool includes complete instructions and reflection questions that can be used to facilitate 20–45-minute study sessions. Use it as part of board work sessions or board meeting learning segments.

**Fee:** The *Leadership for Learning and Study Guide* PDFs are free for IASB members. Printed copies are available for a fee of \$18 for IASB members. Download the PDFs or purchase a print copy at [www.ia-sb.org/LSL](http://www.ia-sb.org/LSL).

## ***IASB’s Discussion Guide for Coherence: The Right Drivers in Action for Schools, Districts and Systems***

This discussion guide summarizes 2017 convention keynoter Michael Fullan’s book and provides implications and bottom line guidance for boards as they contemplate what this work means. This guide provides an outline for a book study and discussion for school boards. It could be used as a guide for a series of board learning discussions and the development of a pattern of action for the board. This tool can also be used as a resource for the *At the Board Table* modules.

**Fee:** The PDF is free for IASB members. Printed copies are available for a fee of \$12 for IASB members. Download the PDF or purchase the print copy for \$12 at [www.ia-sb.org/coherence](http://www.ia-sb.org/coherence).





# BOARDSMANSHIP AWARDS PROGRAM

[www.ia-sb.org/boardsmanshipawards](http://www.ia-sb.org/boardsmanshipawards)

The IASB Boardsmanship Awards Program acknowledges the extensive time and effort required of school board members who continually strive to expand their knowledge and skills for better board governance.

## Basics of Boardsmanship Certificate

### One-Time Recognition for Foundational Learning

The Basics of Boardsmanship is composed of learning experiences that provide essential concepts and a solid foundation for school board governance. This curriculum is designed especially for new board members, but anyone can complete the program to build their understanding. New members are encouraged to complete the Basics of Boardsmanship within their first year of board service.

Attend one New Board Member Academy: Ready, Set, Govern! Workshop and one School Finance (101, 201 or 301) Workshop to earn this certificate. No application required. Board members who complete the Basics of Boardsmanship are recognized with a pin and certificate.

## Better Boardsmanship Awards

### Annual Recognition for Commitment to Ongoing Learning

Better Boardsmanship Awards highlight commitment to professional growth. Individual board members and superintendents/AEA administrators/community college presidents can earn credits for the awards listed below through participation in IASB learning opportunities, a desire to take on leadership roles and engagement in service and advocacy.



### DID YOU KNOW?

73 members earned the Individual Achievement Award in 2019–20, five board teams earned the Team Achievement Award, and eight superintendents earned the Award of Honor. Thank you for your commitment to learning!

There are three types of Better Boardsmanship Awards:

### **Individual Achievement Award**

Board members are eligible to receive an Individual Achievement Award certificate for earning a minimum of 100 credits in one year. 70 of those credits must be earned in the Formal Learning category.

### **Team Achievement Award**

A Team Achievement Award plaque is presented to a whole board when a majority of its board members receive Individual Achievement Awards for the year, and the board has a policy that supports board development.

### **Award of Honor**

An Award of Honor certificate is given to each superintendent, AEA administrator or community college president who earns a minimum of 100 credits as an individual and has at least two board members who have earned Individual Achievement Awards.

**For complete details on learning opportunities, credits and applications for these awards, visit [www.ia-sb.org/boardsmanshipawards](http://www.ia-sb.org/boardsmanshipawards).**

## **2021–22 IASB AT YOUR SERVICE GUIDE**

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IowaSchoolBoards



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# PUTTING THE 'FUN' IN FUNDAMENTALS

Find 30 Words Related to School Board Service in Iowa

Words can go in any direction and can share letters as they cross over each other.

H	F	O	V	E	R	S	I	G	H	T	E	C	I	O	V	W	N	L	B
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- Accountability
- Achievement
- Advocacy
- Boardsmanship
- Budget
- Candidate
- Commitment
- Communication
- Community
- Convention
- Culture
- Education
- Election
- Engagement
- Equity
- Ethics
- Governance
- Innovation
- Iowa
- Leadership
- Learning
- Oversight
- Policy
- Recognition
- Service
- Superintendent
- Teamwork
- Trust
- Vision
- Voice



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