

2019 Summer Leadership Institute

Marriott Griffin Gate, Lexington

Friday, July 12 & Saturday, July 13



#KSBAsummer19



Friday, July 12

BONUS SESSIONS: ETHICS, SUPERINTENDENT EVALUATION, FINANCE AND CHARTER AUTHORIZER

1 – 4:30 p.m.

(Up to 3 hours credit available)

Bonus Session 1A

Ethical Governance in a Divisive Era

E 1 – 2 p.m.

Meets mandated ethics training requirement.

C Counts toward annual charter authorizer training requirements. (Charter topics met: Ethics, Conflict of interest)

School board members and charter school authorizers must be at the forefront in respecting ethical boundaries. They must take ethical decisions and behavior seriously, removing any personal issues or political views from their agendas in order to address student needs. After all, they set a public example for all students to learn to make ethical choices, to think critically and to believe they can make a difference through their words and actions.

Bonus Session 1B

KSBA Superintendent Evaluation

1 – 2 p.m.

S *Meets mandated superintendent evaluation training requirement.*

Learn about this KSBA-modified version of the Superintendent Professional Growth and Effectiveness System, with updates based on input from school board members. The SPGES-KSBA hybrid focuses on evidence and performance expectations using research-based effectiveness standards and district goals agreed upon by board members and the superintendent.

Bonus Session 2A

Ethics and the School Board Meeting

E 2:15 – 3:15 p.m.

Meets mandated ethics training requirement.

C Counts toward annual charter authorizer training requirements. (Charter topics met: Ethics, Conflict of interest)

Effective school board and charter school authorizer leadership often involves making ethical decisions. This session looks at board member and charter school authorizer roles and responsibilities, as well as best practices before, during and after the school board meeting.

Bonus Session 2B

The Annual Financial Audit

2:15 – 3:15 p.m.

F *Counts toward annual finance training requirements. Counts toward annual charter authorizer training requirements.*

C (Charter topic met: Financial governance)

School district staff may be involved with various types of audits throughout the year. The Kentucky Department of Education may audit attendance, transportation or testing; the federal government may audit any of its education programs. But the school board is responsible for the district financial audit. This session helps board members better understand their role in choosing an auditor, the audit process, the timeline and specific responsibilities.

Bonus Session 3A

The Biggest Piece of the Budget Pie: Salaries & Benefits

F 3:30 – 4:30 p.m.

Counts toward annual finance training requirements. Counts toward annual charter authorizer training requirements.

C (Charter topic met: Financial governance)

State laws and local board policies call for Kentucky school boards to set the qualifications, duties and compensation for all school district employees. This session helps board members better understand the budget impact of salaries and benefits, salary schedules, staff funding sources, additional staff pay, and benefits for both certified and classified staff.

Bonus Session 3B

Essentials of Effective Evaluations

S 3:30 – 4:30 p.m.

Meets mandated superintendent evaluation training requirement.

One of board members' most important responsibilities is to hire and evaluate the superintendent. Effective evaluation takes planning, preparation and board/superintendent team conversations. This session helps board members find answers to essential questions such as why, what and how, while exploring the skills necessary to become effective evaluators.



Denotes session counts toward mandated finance training requirement



Denotes session meets mandated ethics training requirement



Denotes session meets mandated superintendent evaluation training requirement



Denotes session counts toward annual charter training requirements

KSBA Summer Leadership Institute registration form

The **conference registration fee is \$235** per person. This fee includes admission to all general sessions, clinic sessions, materials, and the continental breakfast. The fee does not include lunch. Tickets for Saturday's lunch must be purchased prior to the conference. Registration must be received by **June 28**. Cancellations for refunds must be received by **June 28**. All requests received after June 28 will be subject to a \$75 cancellation fee to cover the food, beverages and materials reserved in anticipation of your attendance. A substitute may be sent at no additional charge.

Each registrant should pre-register for workshop selections in the space provided as this helps ensure workshops are assigned to rooms of sufficient size. Specify the number of each conference workshop the registrant will attend and if the participant is buying a ticket for lunch (Example: A3, B2, C4).

Complete this form and fax it to (502) 783-1182 or mail it with your payment to: Conference Registration, Kentucky School Boards Association, 260 Democrat Dr., Frankfort, KY 40601. **You also may register and pay with credit card online at www.ksba.org.**

District name: _____ Contact email: _____

Full name (for badge)	Position	Email address for each attendee	Bonus sessions	Workshop selections	Sat. lunch (\$25 a person)
			1 ____ 2 ____ 3 ____	A ____ B ____ C ____	
			1 ____ 2 ____ 3 ____	A ____ B ____ C ____	
			1 ____ 2 ____ 3 ____	A ____ B ____ C ____	
			1 ____ 2 ____ 3 ____	A ____ B ____ C ____	
			1 ____ 2 ____ 3 ____	A ____ B ____ C ____	
			1 ____ 2 ____ 3 ____	A ____ B ____ C ____	
			1 ____ 2 ____ 3 ____	A ____ B ____ C ____	
			1 ____ 2 ____ 3 ____	A ____ B ____ C ____	

Please note how many of your registrants will be attending each of the following activities:

Friday opening session: _____ Continental breakfast: _____ Saturday plenary session: _____

KOSAA Registration

The registration fee for the July 12 daylong session is \$85 per person and includes lunch.

Full name (for badge)	Title	District/Organization

Payment Section

Institute registration x \$235 = _____

Saturday lunch x \$25 = _____

KOSAA conference x \$85 = _____

KOSAA lunch guest x \$45 = _____

TOTAL \$ _____

Check enclosed _____

P.O. number _____

If paying by credit card,
register online at
www.ksba.org

Hotel Information

A block of rooms has been reserved at the Marriott Griffin Gate from Thursday, July 11 - Saturday, July 13. Rooms are \$145 for a single or double. Reservations must be made by calling the Marriott at 877-901-6632 or online by visiting KSBA's Summer Leadership Institute page at www.ksba.org. Look for the link "KSBA Summer Leadership 2019 Hotel Reservations." The deadline to make reservations at the conference rate is 5 p.m. ET on Thursday, June 27. If calling, please mention KSBA to get the conference rate.



Friday, July 12
OPENING SESSION
7 – 8:45 p.m.
(1.25 hours training credit)

**Being the Faithful Elephant:
Consistent Words – Consistent Actions**

Successful leadership is neither mysterious nor guaranteed; however, there are common traits that can strengthen probabilities of success. Even the most unlikely characters can evolve into the greatest heroes and leave a legacy once thought to be impossible. The first, yet most difficult, step in successful leadership is learning how to become faithful and consistent through words and actions and realizing the consequences of discarding faithfulness. This session discusses the importance of “practicing what you preach” and how perceptions of one’s leadership can be positively and negatively influenced.

Camille Towns, Ed.D., national associate trainer, Center for Teacher Effectiveness



Saturday, July 13
PLENARY SESSION
8:30 – 9:45 a.m.
(1.25 hours training credit)

**Advocacy and Policymaking:
Interconnected Roles for School Board Members**

*A/S Level II Required Topic: Board/Superintendent Relations
Charter credit is pending approval*

Advocacy means “the act of supporting a cause.” It takes many forms, and when public schools are the cause, advocacy is connected to all the roles and responsibilities of a school board member. Eric Kennedy, KSBA’s director of governmental relations, will discuss how board members can advocate for their students, staff and schools, not as an extra task but as a part of their work. Information on issues facing boards, such as the state budget process and charter authorization, will be presented.

Eric Kennedy, director of governmental relations, KSBA

CLINIC SESSIONS A

Saturday, July 13; 10 – 11:15 a.m.
(1.25 hours credit each)

KSBA Summer Leadership Institute

Marriott Griffin Gate, Lexington



A1 Ethical Governance in a Divisive Era

E Meets mandated ethics training requirement.
A/S Level I required topic: Ethics
Counts toward annual charter authorizer training requirements.
(Charter topics met: Ethics, Conflict of interest)

C School board members and charter school authorizers must be at the forefront in respecting ethical boundaries. They must take ethical decisions and behavior seriously, removing any personal issues or political views from their agendas in order to address student needs. After all, they set a public example for all students to learn to make ethical choices, to think critically and to believe they can make a difference through their words and actions.
KSBA Training Cadre

A2 Finance III: Dollars and Decisions

F Counts toward annual finance training requirements.
A/S Level III required topic: School finance
Counts toward annual charter authorizer training requirements.
(Charter topic met: Financial Governance)

C This session extends the budgeting and resource allocation down to the students. Participants learn how school boards can support district goals and prioritize allocation of resources to drive student achievement, and how policy and discretionary decisions impact instructional quality, classroom sizes and instructional material. The session covers the decision-making process from student data disaggregation to identifying needs and prioritizing allocation of funds. Other topics include school resource allocations, data-driven decision making, staffing formulas, and procurement laws and policies.
KSBA Training Cadre

A3 KSBA Superintendent Evaluation

Meets mandated superintendent evaluation training requirement.
A/S Level II required topic: Superintendent evaluation
Learn about this KSBA-modified version of the Superintendent Professional Growth and Effectiveness System, with updates based

S on input from school board members. The SPGES-KSBA hybrid focuses on evidence and performance expectations using research-based effectiveness standards and district goals agreed upon by board members and the superintendent.
KSBA Training Cadre

A4 Intro to Charter Law and How it Affects Board Members Repeated as B4

C A/S Level I-III Elective
Counts toward annual charter authorizer training requirements.
(Meets all charter topic requirements)
School boards are now charter school authorizers, charged with vetting charter applications and making the best decisions under the law. This training session provides an overview of the statutes and regulations governing this authority and charter schools generally.
Amy Peabody, KSBA staff attorney, Legal Training Services

A5 Leading Effective Meetings: A Board's Guide to Parliamentary Procedure

A/S Level II Required Course
Are your meetings disorganized and chaotic? This session provides a basic understanding of Robert's Rules of Order as well as the concepts of parliamentary procedures for school board meetings. Basic terms and motions also are covered.
KSBA Training Cadre

A6 2019 Policy and Procedure Update

A/S Level I-III Elective
KSBA Policy staff will provide an overview of the 2019 Annual Policy and Procedure Update. Proposed changes reflect new legal requirements, as well as best practice recommendations from KSBA. This session will provide information on how the actions of the 2019 General Assembly and changes in state and federal regulations impact local board policies and procedures.
Katrina Kinman, director of policy and eMeeting services, KSBA

F Denotes session counts toward mandated finance training requirement

E Denotes session meets mandated ethics training requirement

S Denotes session meets mandated superintendent evaluation training requirement

C Denotes session counts toward annual charter training requirements

Don't miss these networking opportunities
on Saturday, July 13

Continental Breakfast: 7:15 – 8:15 a.m.

Trade Show Visitation: 11:15 – 11:45 a.m.

Lunch: 11:45 a.m. – 1 p.m.* (*A ticket is required for lunch)

CLINIC SESSIONS B

Saturday, July 13; 1:15 – 2:30 p.m.
(1.25 hours credit each)



B1 Legal & Ethical Considerations for School Board Members



Meets mandated ethics training requirement.
A/S Level I required topic: Ethics
Counts toward annual charter authorizer training requirements.
(Charter topics met: Ethics, Conflict of interest)



This session offers a refresher of the School Board Member Code of Ethical Conduct and best practices for local school board members and illuminates issues such as conflicts of interest, nepotism and confidentiality.

Further, it relates these issues to board members' legal and ethical responsibilities in considering charter school applications and oversight.

KSBA Training Cadre

B2 Capital Funds



Counts toward annual finance training requirements.
A/S Level III required topic: School finance
Counts toward annual charter authorizer training requirements.
(Charter topic met: Financial governance)



Capital funds are the source of protected monies to support the renovation and construction of school facilities. Would you like to know how these funds are generated? Would you like to know the restrictions on

these funds? This session provides details about capital funds, bonding capacity and issuing bonds as well as the capital funds request form and how the funds may be used for operating expenses.

KSBA Training Cadre

B3 Essentials of Effective Evaluations



Meets mandated superintendent evaluation training requirement.
One of the most important responsibilities of board members is to hire and evaluate the district superintendent. Effective evaluation takes planning,

preparation and board/superintendent team conversations. This session helps board members find answers to essential questions such as why, what and how, while exploring skills necessary to become effective evaluators.

KSBA Training Cadre

B4 Intro to Charter Law and How it Affects Board Members Repeated as A4



A/S Level I-III Elective
Counts toward annual charter authorizer training requirements.
(Meets all charter topic requirements.)

School boards are now charter school authorizers, charged with vetting charter applications and making the best decisions under the law. This training session provides an overview of the statutes and regulations in place governing this authority and charter schools generally.

Amy Peabody, KSBA staff attorney, Legal Training Services

B5 Toolbox Talk for Leaders

A/S Level I Required Topic: Staff/Media/Community Relations

A good leader needs to be skilled in using a number of leadership tools. In this session we will explore the leadership toolbox and discuss how each tool impacts your performance as a leader. Sharpen your skills and become a better leader for your school district and community.

Kimber Fender, board member, Campbell County Schools

B6 Construction Management vs. General Contracting

A/S Level II required topic: School facilities*

When you begin your next construction project, you may find yourself asking, "What project delivery method should we select?" In this session you will learn the differences and the advantages and disadvantages related to each delivery method so you can consider which method will work best for you.

Thomas E. Gumm, vice president, Alliance Corporation; Kerry Young, board chairperson, Warren County Schools

***Level IV/V elective credit will be given
to anyone who attends both B6 and C6**



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Board members may attend any workshop of their choice, regardless of current level in the Academy of Studies. To receive Academy credit for a conference, attendance at a general session (Friday night or Saturday morning) and at least one workshop is required.

CLINIC SESSIONS C

Saturday, July 13; 2:45 – 4 p.m.
(1.25 hours credit each)

KSBA Summer Leadership Institute

Marriott Griffin Gate, Lexington



C1 Avoiding Conflicts of Interest in Board Service and Charter Authorizing



Meets mandated ethics training requirement.

A/S Level I required topic: Ethics

Counts toward annual charter authorizer training requirements.

(Charter topics met: Charter school contracting; Conflict of interest; Ethics; Financial governance and transparency; Charter school closure; Charter school renewal, nonrenewal, and revocation; Curriculum and instruction; Educational services provided for special needs, at risk, English learner, gifted, and other special population students; Physical restraint and seclusion of students; Charter school monitoring)

This session discusses financial conflicts of interest in general board service as well as those specific to charter authorizing. Statutory conflicts of interest that are unique to school board members are also covered, along with tips for avoiding perceived conflicts of interest in all aspects of board service, including conducting charter authorizer responsibilities.

Amy Peabody, KSBA staff attorney, Legal Training Services

C2 The Annual Financial Audit



Counts toward annual finance training requirements.

A/S Level III required topic: School finance

Counts toward annual charter authorizer training requirements.

(Charter topic met: Financial governance)



School district staff may be involved with various types of audits throughout the year. The Kentucky Department of Education may audit attendance, transportation or testing; the federal government may audit any of its education programs. But the school board is responsible for the district financial audit. This session helps board members better understand their role in choosing an auditor, the audit process, the timeline and specific responsibilities.

KSBA Training Cadre

C3 Success with SPGES



Meets mandated superintendent evaluation training requirement

A/S Level II required topic: Superintendent evaluation

This session, designed for experienced board members, focuses on effectively using the Superintendent Professional Growth and Effectiveness System for district improvements. It covers the board's role in using SPGES to

positively effect change and includes scenarios of success stories, along with examples of how the evaluation process improved board/superintendent relations and how growth plans positively impacted the district.

KSBA Training Cadre

C4 Look in the Mirror: Board Member Self-Evaluation

A/S Level II Required Course

School boards evaluate the performance of the superintendent. They monitor finances, programs and policies. But they don't always take a critical look at themselves. High-performing school boards know that the only way to build on strengths and address challenges is to examine their own governing performance. This session discusses the process that uses current, research-based school board effectiveness standards to help any board function more efficiently and effectively.

KSBA Training Cadre

C5 It Was Just a Hug

A/S Level III Topic: Liability

Is your district protected from a lawsuit because of misconduct? In a recent survey, 86 percent of Kentucky K-12 school counselors stated they had witnessed questionable behavior between an educator and student. This session will cover mandatory reporting laws regarding sexual harassment or abuse by an educator.

Elaine Wilson-Reddy, M.Ed., J.D., consultant, GEWR Consulting

C6 How to Create an Energy Conservation Program with Student Leadership

*A/S Level II required topic: School facilities**

This session will describe how to get started on a behavioral-based energy conservation program focused on student leadership and involvement. It will provide a student engagement blueprint and include best practices for how to create an energy saving culture by implementing a districtwide energy conservation standard. It will share case studies of how this dynamic program has achieved significant energy savings.

David Gorsage, energy leader, David Dowdell, business development manager, Performance Services

***Level IV/V elective credit will be given to anyone who attends both B6 and C6**

EILA credit has been requested.

All sessions qualify for Academy of Studies (A/S) general elective credit unless otherwise noted.



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14th Annual KOSAA Summer Meeting

Friday, July 12
Marriott Griffin Gate, Lexington



F.R.O.G.S. Leaping into the new year

The meeting features sessions on:

A cartoon illustration of a green frog with large, expressive eyes, standing on its hind legs and holding a white rectangular sign with both hands.

Eat that
Frog (Don't
Procrastinate)

A cartoon illustration of a green frog with large, expressive eyes, standing on its hind legs and holding a white rectangular sign with both hands.

Board Member
Training Hours

A cartoon illustration of a green frog with large, expressive eyes, sitting on its hind legs and holding a white rectangular sign with both hands.

Policy and
Procedure
Annual Update

A cartoon illustration of a green frog with large, expressive eyes, sitting on its hind legs and holding a white rectangular sign with both hands.

Roundtable
Topics

Schedule

8 a.m. Registration
8:30 a.m. Meeting begins
3 p.m. Meeting adjourns

Note: The KOSAA Board of Directors will meet at 8 p.m. Thursday, July 11.
More information will be provided later to directors and officers.

Cost: \$85 (includes lunch)

Members may invite their superintendent, board members and/or other guests to enjoy lunch with us. The cost is \$45 per additional luncheon guest. After you register your guest(s), please call or email names to Kim Barker-Burton at kim.barker@ksba.org.

Full refunds will be made for cancellations that are made prior to June 28. Cancellations after that date cannot be refunded. However, other district personnel may attend in lieu of the original registrant.

Register online at www.ksba.org
or complete the billing information
on page 2 and fax to (502) 783-1446
or mail to 260 Democrat Drive,
Frankfort, KY 40601

A green starburst graphic with a jagged, sun-like border.

Total KOSAA
Academy
training credit
- 5 hours



**If you have other questions, please contact Kim Barker-Burton
at 1-800-372-2962, ext. 1223 or kim.barker@ksba.org,
or Amanda Hale, ext. 1106, amanda.hale@ksba.org**



260 Democrat Drive
Frankfort, KY 40601

Nonprofit Organization
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Permit 850
Lexington, KY

2019 Summer Leadership Institute

**The deadline to reserve a room for SLI
at Marriott Griffin Gate is 5 p.m., Thursday, June 27**

**Reservations must be made by calling the Marriott at 877-901-6632
or online by visiting KSBA's Summer Leadership Institute page at www.ksba.org.
Look for the link "KSBA Summer Leadership 2019 Hotel Reservations"**

Hurry! Rooms will fill up fast!

Rooms are \$145 for a single or double.
If calling, please mention KSBA to get the conference rate.

