

## STATE BOARD OF EDUCATION – TOPIC SUMMARY

**Topic:** NASBE Annual Conference

**Date:** June 25, 2015

**Staff/Office:** Jessica Nguyen-Ventura

**Action Requested:**  Informational Only  Adoption  Adoption/Consent Agenda

**ISSUE BEFORE THE BOARD:** The NASBE Annual Conference will be held October 22<sup>nd</sup> -24<sup>th</sup> in Baltimore, Maryland.

### **BACKGROUND:**

State Board policy # 106 provides that board members are allowed to attend conferences for professional development purposes. Those who participate in conference are asked to share their experience with the rest of the board members.

Board member Anthony Veliz has requested to attend the NASBE Annual Conference. If no other members want to attend, Advisor Mary Morton has also requested to attend.

**RECOMMENDATION:** Ask for a motion to approve the travel.

Attachment: Policy # 106 from the State Board of Education Policy & Procedure manual.

## **BOARD MEMBER PROFESSIONAL DEVELOPMENT<sup>1</sup>**

### **A. Orientation**

The board administrator will orient each new board member and advisers concerning the board's functions, rules, policies, and procedures.

The appointee will be given materials to assist in the orientation to the board's work.

Prior to taking office, the appointee will be invited to attend board meetings and participate in discussions.

Staff will supply material pertinent to meetings and will explain its use.

The appointee will be invited to meet the state superintendent, commissioner, and others to discuss services they perform for the board.

### **B. On-Going Professional Development**

Board member professional development opportunities may include but are not limited to participation in conferences, workshops, and conventions held by state and national associations, and subscriptions to publications.

The superintendent will inform board members in a timely manner of upcoming conferences, conventions and workshops. The board will decide which meetings appear to be most likely to produce the greatest benefit to the board.

Funds for participation at such meetings will be budgeted. When funds are limited, the board will designate which members would be most appropriate to participate at a given meeting and approve the participation at a board meeting. If the board does not have an opportunity to approve the participation prior to the event date, the board chair may approve the participation. The participation shall be placed on the agenda for approval, and the member will report on the event at the next board meeting.

If authorized to attend, reimbursement will be for reasonable and necessary expenses actually incurred.

When a conference, convention or workshop is not attended by the full board, those who do participate will be requested to share, by means of written or oral reports, information, recommendations and materials acquired at the meeting.

**END OF POLICY**

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<sup>1</sup> 1997 State Board of Education Policy Manual, Code BH, BHB

