

# New Board Member Gathering

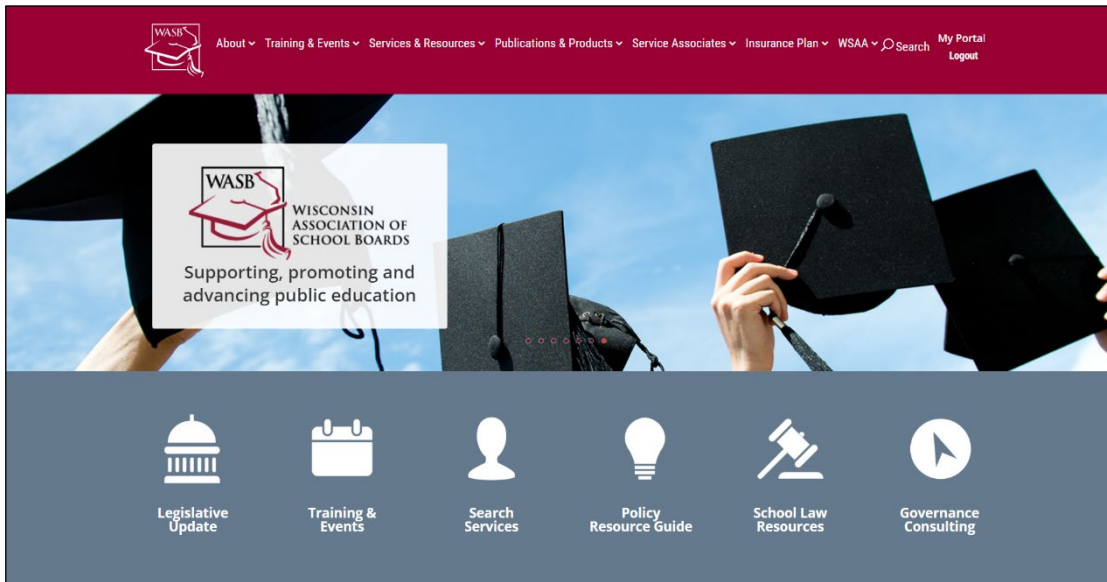


## Taking Office as a School Board Member

*Presented by the WASB Legal Services Staff*

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# Welcome and thank you!



How you can reach the WASB with your questions and comments:

- ▶ [www.wasb.org](http://www.wasb.org)
- ▶ [info@wasb.org](mailto:info@wasb.org)
- ▶ Call WASB by phone, toll-free, at 1-877-705-4422

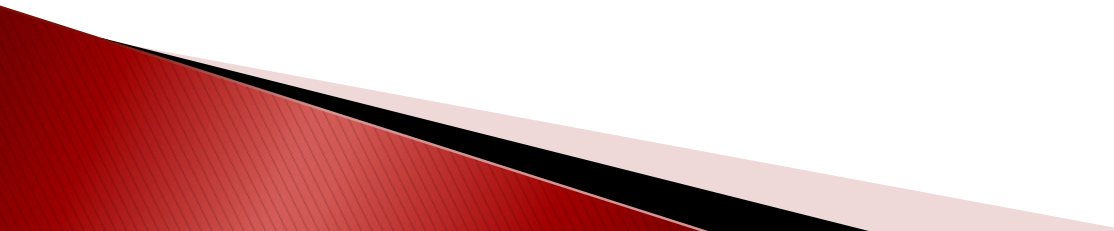
# You've won the election ... what happens next?

- A “Certificate of Election” should be issued by the school board clerk.
- You must have taken and filed the written oath of office on or before the 4<sup>th</sup> Monday in April (April 22, 2024).

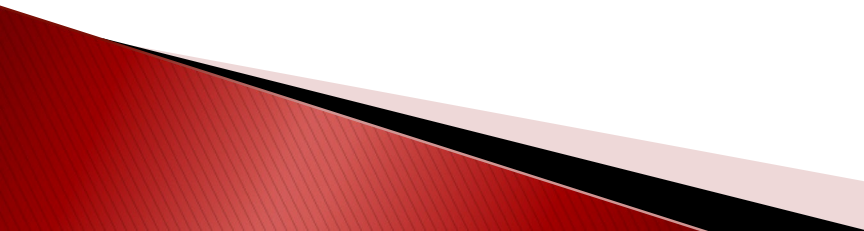
*(NOTE: Taking the oath a second time for purely “ceremonial” purposes at a later school board meeting is OK).*

- Regular terms start on the 4<sup>th</sup> Monday in April.

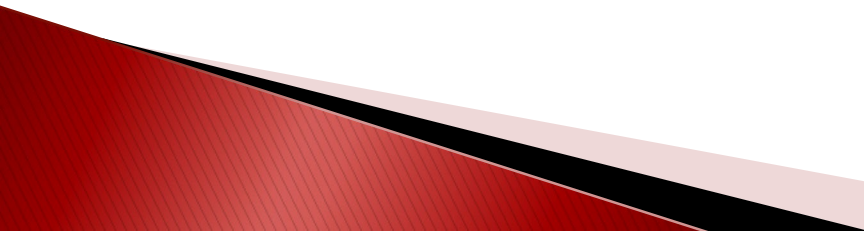
# **You will want to learn more about laws governing school boards**

- Open Meeting Law.
  - Public Records Law.
  - Code of ethics and conflict of interest laws.
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# Get your bearings and find some direction!

- Use the time between the election and taking office for orientation-type activities
  - Some school boards have an established orientation process for new members
  - In some school districts, the process is very informal
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# **Review some of the key documents through which the school board governs**

- The strategic plan and the board's priority goals
  - School board policies
  - The annual budget
  - Handbooks and collective bargaining agreements (if any)
  - The district administrator's contract and job description
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# Attending board meetings before the start of your term

- Open session meetings
- Closed session meetings

# Board Job Description

- ▶ Make **strategic decisions**.
  - ▶ Provide **general oversight** for administration and district.
  - ▶ Hire and evaluate District Administrator.
  - ▶ Review **board policies** and update as needed.
  - ▶ Adopt a **budget and allocate resources** consistent with board priorities and district goals.
  - ▶ Oversee negotiation and administration of critical contracts.
  - ▶ Be **advocates** for the district in the community and at the state, federal and other local governments.
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# More resources about roles and responsibilities of school board members

- The WASB “[New School Board Member Handbook](#)” (available both online and in a printable format; a copy will also be included in a WASB welcome packet)
- The “[Basic Legal and Governance Resources for School Board Members](#)” webpage

# What is the WASB?

- ▶ A non-profit, voluntary association serving Wisconsin's 421 school boards and 12 CESA boards of control.



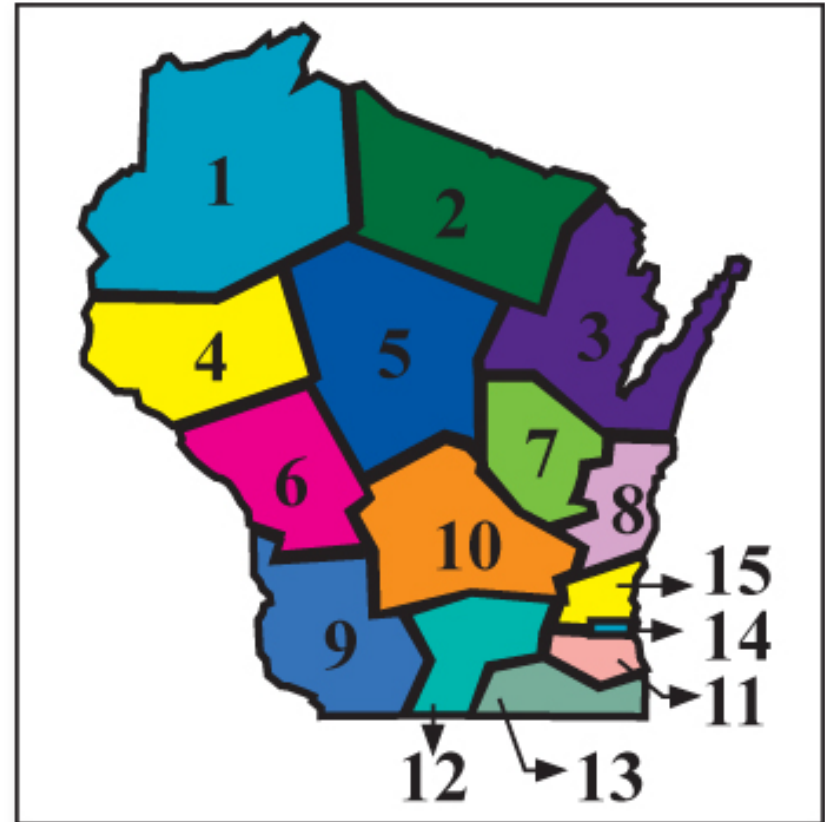
# Why Choose the WASB?

- ▶ **Your State Association**
- ▶ Innovative ideas
- ▶ Timely information
- ▶ Legislative advocacy
- ▶ Essential services
- ▶ Quality resources
- ▶ Relevant programs



# WASB Board of Directors

- ▶ Each member board has one vote to elect a regional representative to the WASB Board of Directors.
- ▶ The executive director is responsible for carrying out the policies of the Board of Directors and coordinating Association programs and services.





# WASB Delegate Assembly



- ▶ Each member board has one vote on the policy positions determined at the annual WASB Delegate Assembly, held in conjunction with the State Education Convention.

# WASB Areas of Service



- ▶ Advocacy & Government Relations
- ▶ Communications
- ▶ Governance & Leadership Development
- ▶ Legal Services
- ▶ Organizational Consulting Services
- ▶ Policy Services
- ▶ Superintendent Search Services

# Advocacy & Government Relations

Advocacy that is heard in the Capitol.



- ▶ A strong voice representing the interests of Wisconsin school boards.
- ▶ Resources and regular updates to help school board members be the most effective advocates possible.

# Governance & Leadership Development

## Building effective leadership.

- ▶ Providing information, tools and support to help boards respond to emerging trends, engage with their communities and foster strong relationships.





# Legal Services

Helping you make sound management decisions.

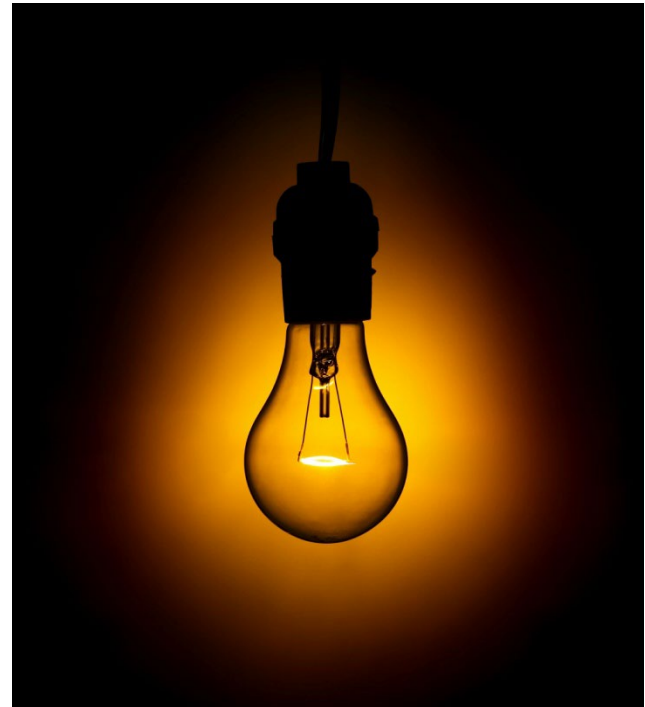


- ▶ General legal and human resources information
- ▶ Sample employment policies, compensation data and other resources
- ▶ Individual, fee-based services

# Policy Services

From development through implementation.

- ▶ The [Policy Resource Guide](#) (PRG) is a web-based policy tool designed to assist Wisconsin school boards and administrators in the important tasks of policy development and implementation.
- ▶ Policy Library, including thousands of sample policies, articles, guidance documents and other resources.



# Organizational Consulting



- ▶ The WASB provides comprehensive, customized training, support, resources and inspiration to school boards and superintendents to maximize their effectiveness in carrying out their respective leadership roles.

# Superintendent Search Service

Helping you find the right match.



- ▶ Customized search process for each board.
- ▶ Transition services to help boards and their new administrators begin their journey together.



# Events

- ▶ State Education Convention
- ▶ School Law Conference
- ▶ Day at the Capitol
- ▶ Spring Workshops
- ▶ Summer Learning Symposium
- ▶ Fall Regional Meetings
- ▶ Legislative Advocacy Conference
- ▶ Workshops and Webinars
  - Legal & Legislative Video Update



# Publications & Subscriptions

- ▶ Wisconsin School News magazine
- ▶ Legislative Update blog
- ▶ Weekly eConnection newsletter
- ▶ Legal and Policy newsletter
- ▶ Policy Resource Guide
- ▶ Model Employee Handbook
- ▶ Special Issue Publications and Bulletins
- ▶ WASB Connection Podcast



# Upcoming Learning Opportunities

- ▶ Recorded webinar on **School Board Organizational Meetings, Officer Roles, and Board Member Orientation** (from April 2024; [link posted on WASB website](#))
- ▶ [Spring Workshops](#) (May 7-16; advance registration is required for these workshops)
- ▶ **Save the Date:** Summer Learning Symposium (July 12-13, Green Bay; Registration coming soon)

# Get to know the WASB ... it is your Association!

- Test your login ID and establish your personal password for the WASB website ([www.wasb.org](http://www.wasb.org))
- Consider attending WASB programs (upcoming programs are listed on the WASB website and promoted in various WASB publications)
- Look for WASB materials to arrive by both email and mail
- Contact us directly via email ([info@wasb.org](mailto:info@wasb.org)) or telephone (toll-free: 1-877-705-4422)
- WASB  
122 W. Washington Ave., Suite 400  
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877-705-4422 (toll-free)  
[wasb.org](http://wasb.org)



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