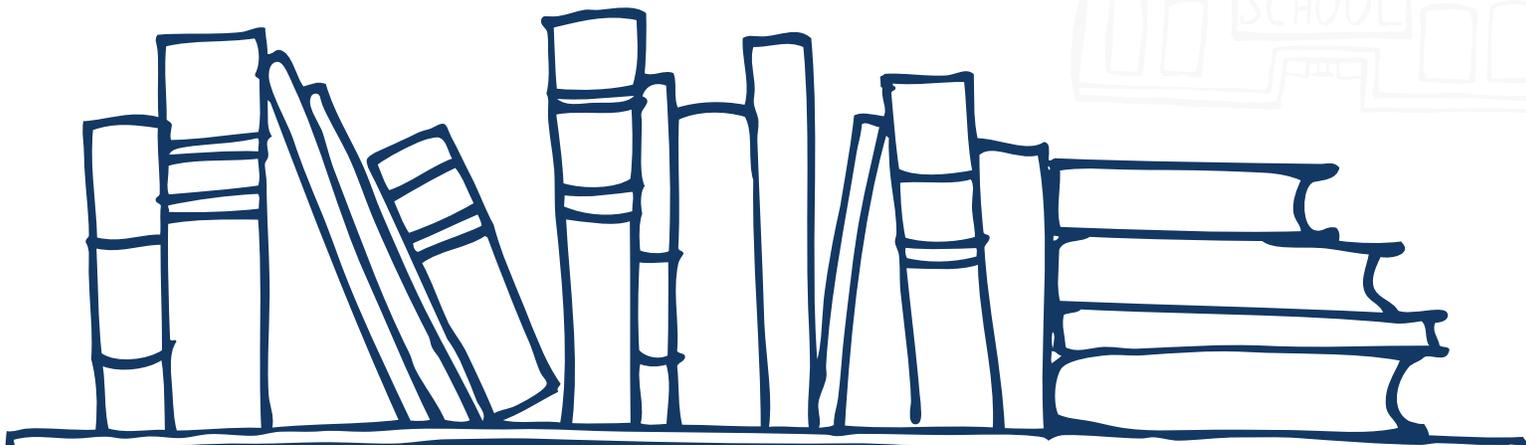




# governance **U**



**2017**

**Your Guide to Upcoming  
Training Opportunities**

# governance U

*Developing effective, inspired and empowered governance teams.*

## **About Governance U**

Governance U provides an array of learning and professional development opportunities for board members and for the full governance team that will help you be prepared and informed to make the decisions that move your school district in the right direction.

- » **Get Effective with Governance Basics** — a variety of leadership training offerings aimed at building a foundation for governance.
- » **Become Empowered with Masters in Governance** — a dynamic and innovative program designed to help you take your governance knowledge to the next level.
- » **Be Inspired with Continuing Education** — the latest research and best practices presented in a number of formats such as workshops, webinars, webcasts and consultations culminating with our Annual Education Conference and Trade Show.

Whether you are a first-term board member or a 30-year veteran, Governance U has something for you. Check out this 2017 course catalog to learn about the opportunities available.

# **governance**basics

*A variety of leadership training offerings aimed at building a foundation for governance.*



**Orientation for New Trustees: Preparing for the First 100 Days**

Orientation provides new trustees with the information they need to tackle the first 100 days of service with ease, including an overview of board functions and responsibilities. This workshop is a precursor to our Institute for New and First-Term Board Members program (see page 5).

<b>Audience:</b>	Newly elected board members; superintendents are encouraged to attend with new board members.
<b>Date:</b>	Wednesday, November 29, 2017
<b>Location:</b>	San Diego, San Diego Convention Center
<b>Schedule:</b>	Registration opens at 7:00 a.m.   Program: 9:00 a.m. – 4:00 p.m.
<b>Fee:</b>	Early registration: \$275   On-site registration: \$300 <i>Fee includes materials, lunch and refreshments</i>

**The Brown Act: What You Need to Know**

This fact-filled session will increase participants' knowledge of the Brown Act, which provides important yet often convoluted guidelines for governance team members.

<b>Audience:</b>	Board members, board presidents, superintendents, executive assistants
<b>Dates/Locations:</b>	<p><b>January 27:</b> Sacramento, Hyatt Regency Sacramento</p> <p><b>February 24:</b> Coronado, Marriott Coronado Island Resort &amp; Spa</p> <p><b>March 24:</b> Burlingame, Hilton San Francisco Airport Bayfront</p> <p><b>March 31:</b> Anaheim, Sheraton Park Hotel at the Anaheim Resort</p>
<b>Schedule:</b>	Registration opens at 5:00 p.m.   Workshop: 5:30 – 8:30 p.m.
<b>Fee:</b>	Early registration: \$185   On-site registration: \$210 <i>Fee includes materials and refreshments</i>

## Forecast Webcast

Participate in the 2017 Forecast Webcast to get the latest on the economic outlook for the new school year and how it will impact your students and schools.

<b>Audience:</b>	All CSBA members
<b>Date/Time:</b>	January 13, 2017: 11 a.m. to 1 p.m
<b>Fee:</b>	Free for CSBA members: online registration is required. Visit <a href="http://www.csba.org/governanceU">www.csba.org/governanceU</a> for more information or to register.

## Institute for New and First-Term Board Members

The two-day institute provides insight into the role and responsibilities of the board and an opportunity to hone skills in effective governance, finance, student learning and human resources. This course is recommended for those who have already completed our Orientation for New Trustees workshop and is a precursor to our Masters in Governance program.

<b>Audience:</b>	New and first-term board members; superintendents are encouraged to attend with new board members.
<b>Dates/Locations:</b>	<p><b>January 27-28:</b> Sacramento, Hyatt Regency Sacramento</p> <p><b>February 24-25:</b> Coronado, Marriott Coronado Island Resort &amp; Spa</p> <p><b>March 17-18:</b> Bakersfield, Marriott Bakersfield at the Convention Center</p> <p><b>March 24-25:</b> Burlingame, Hilton San Francisco Airport Bayfront</p> <p><b>March 31-April 1:</b> Anaheim, Sheraton Park Hotel at the Anaheim Resort</p> <p><b>April 7-8:</b> Redding, Red Lion Hotel</p>
<b>Schedule:</b>	Registration opens at 8:00 a.m.   Program for both days: 8:30 a.m. – 4:30 p.m.
<b>Fee:</b>	<p>Early registration: \$325   On-site registration: \$350</p> <p>Complimentary registration for superintendents who attend with new board members. <i>Fee includes materials, lunch and refreshments.</i></p>

## Back-to-School Webcast

When the school bell rings, it's not just for your students—it's for you, too. Get the latest policy, legislative and legal analysis on issues that will impact your schools in the new academic year.

<b>Audience:</b>	All CSBA members
<b>Schedule:</b>	<b>September 2017</b> (Exact date TBD. Visit <a href="http://www.csba.org/governanceU">www.csba.org/governanceU</a> for updates.)
<b>Fee:</b>	Free for CSBA members: online registration is required.

## CSBA Training for Executive Assistants

Learn how to enhance your performance to meet the needs of your superintendent, board members, students and community, all while networking and learning from other executive assistants.

<b>Audience:</b>	District and county office executive assistants
<b>Dates/Locations:</b>	<b>March 31:</b> Anaheim, Sheraton Park Hotel at the Anaheim Resort <b>April 4:</b> San Jose, Santa Clara County Office of Education <b>May 4:</b> Sacramento, Sacramento County Office of Education
<b>Schedule:</b>	Registration opens at 8:30 a.m.   Workshop: 9:00 a.m. – 3:00 p.m.
<b>Fee:</b>	Early registration: \$155   On-site registration: \$180 <i>Fee includes materials, morning refreshments and lunch</i>

# masters in **governance**

*A dynamic and innovative program designed to help you take your governance knowledge to the next level.*



# masters in governance

CSBA’s Masters in Governance (MIG) program equips board members and superintendents with the knowledge and skills to build and support an effective governance structure.

MIG covers the core governance principles that have set the standard for board member professional development across the country but with an accelerated timeline, convenient format and program flexibility for busy professionals. The program allows you to complete the program at your own pace.

When you register for one of the five courses, you’ll have access to materials and useful handouts to share with other members of your governance team via My CSBA at [www.csba.org/MyCSBA](http://www.csba.org/MyCSBA). Each course will have pre-course assignments which need to be completed prior to attending the full-day course.

For more information about Masters in Governance, visit [www.csba.org/MIG](http://www.csba.org/MIG).

<b>Audience:</b>	Board members, superintendents, aspiring superintendents (Ideal for those who have attended Orientation for New Trustees and Institute for New and First-Term Board Members.)
<b>Schedule:</b>	Registration opens at 8:00 a.m. Workshop: 8:30 a.m. – 4:30 p.m. for all courses
<b>Fee:</b>	Early registration: \$299 per course   On-site registration: \$324 per course <i>Fee includes materials, morning refreshments and lunch</i>

## **Course 1: Foundations of Effective Governance | Setting Direction** (prerequisite: none)

In Foundations of Effective Governance, develop insight into the roles and responsibilities of the governance team and focus on the core concepts of the Masters in Governance program: trusteeship and governance.

In Setting Direction, learn how to create a vision that best describes the district’s direction, focus, commitment and beliefs; engage stakeholders into the vision setting process; and focus all efforts on student learning.

<b>Dates/Locations:</b>	<p><b>January 21:</b> San Rafael, Marin County Office of Education</p> <p><b>February 11:</b> Rancho Cucamonga, San Bernardino County Office of Education</p> <p><b>February 24:</b> Coronado, Marriott Coronado Island Resort &amp; Spa</p> <p><b>March 24:</b> Burlingame, Hilton San Francisco Airport Bayfront</p> <p><b>September 15:</b> Burlingame, Hilton San Francisco Airport Bayfront</p> <p><b>October 27:</b> Coronado, Marriott Coronado Island Resort &amp; Spa</p>
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# masters in governance

## Course 2: Policy & Judicial Review | Student Learning & Achievement (prerequisite: course 1)

Effective policies are at the core of successful school governance. In Policy and Judicial Review, learn the purpose, types and use of policy and the policy development process; understand the role of the board, community and district personnel in policy development; and develop an understanding of the board's role in the judicial appeals process.

Student Learning and Achievement drives everything the district does and is constantly evolving. Discover how to meet the demand for higher academic achievement by aligning the board's responsibilities to support student learning through policy, setting expectations for student learning; and using data to make sound decisions.

<b>Dates/Locations:</b>	<b>February 4:</b> San Rafael, Marin County Office of Education <b>February 25:</b> Coronado, Marriott Coronado Island Resort & Spa <b>March 11:</b> Rancho Cucamonga, San Bernardino County Office of Education <b>March 25:</b> Burlingame, Hilton San Francisco Airport Bayfront <b>September 16:</b> Burlingame, Hilton San Francisco Airport Bayfront <b>October 28:</b> Coronado, Marriott Coronado Island Resort & Spa
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## Course 3: School Finance (prerequisite: course 1)

In School Finance, learn how to achieve a balance between district goals and student achievement by establishing budget priorities; developing appropriate processes for budget development, adoption and revision; implementing the budget; and monitoring and auditing the district's finances.

<b>Dates/Locations:</b>	<b>February 24:</b> Coronado, Marriott Coronado Island Resort & Spa <b>March 18:</b> San Rafael, Marin County Office of Education <b>March 24:</b> Burlingame, Hilton San Francisco Airport Bayfront <b>April 1:</b> Rancho Cucamonga, San Bernardino County Office of Education <b>September 15:</b> Burlingame, Hilton San Francisco Airport Bayfront <b>October 27:</b> Coronado, Marriott Coronado Island Resort & Spa
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# masters in governance

## Course 4: Human Resources | Collective Bargaining *(prerequisite: course 1)*

Human Resources explores the board and superintendent relationship; elements of employing the superintendent; the board's responsibility to other personnel; establishing a framework for evaluation; and fostering a culture of accountability for sound personnel practices across the district.

Collective Bargaining provides insight into the board's role in collective bargaining and the collective bargaining process including building a positive climate, monitoring the process, understanding stressful situations, and effective communication strategies.

<b>Dates/Locations:</b>	<b>February 25:</b> Coronado, Marriott Coronado Island Resort & Spa <b>March 25:</b> Burlingame, Hilton San Francisco Airport Bayfront <b>April 22:</b> San Rafael, Marin County Office of Education <b>May 6:</b> Riverside, Riverside County Office of Education <b>September 16:</b> Burlingame, Hilton San Francisco Airport Bayfront <b>October 28:</b> Coronado, Marriott Coronado Island Resort & Spa
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## Course 5: Community Relations & Advocacy | Governance Integration *(prerequisite: courses 1-4)*

In Community Relations and Advocacy, deepen your understanding of community leadership by applying theory to everyday situations. This session explores the role and responsibilities of the board, effective communication, working with the media, managing crisis; and building community support by informing and engaging while being responsive to community concerns and interests.

Governance Integration integrates the concepts of trusteeship and the governance team with the jobs of the board. At the end of the session, graduates of the program receive the Masters in Governance certificate, an honor recognizing dedication to your role as a school governance leader and demonstrating to your community your commitment to education.

<b>Dates/Locations:</b>	<b>February 25:</b> Coronado, Marriott Coronado Island Resort & Spa <b>March 25:</b> Burlingame, Hilton San Francisco Airport Bayfront <b>May 20:</b> San Rafael, Marin County Office of Education <b>June 10:</b> Riverside, Riverside County Office of Education <b>September 16:</b> Burlingame, Hilton San Francisco Airport Bayfront <b>October 28:</b> Coronado, Marriott Coronado Island Resort & Spa
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# continuing education

*The latest research and best practices presented in a number of formats such as in-person workshops, online webcasts and webinars, and consultations culminating with our Annual Education Conference and Trade Show.*



# continuing education

## CSBA Annual Education Conference and Trade Show

AEC is CSBA's premier continuing education program — delivering practical solutions to help governance teams from districts and county offices of education improve student learning and achievement. Join us to celebrate more than 80 years of continued commitment to student achievement and learning at the most robust professional development event you'll attend this year. Invest in your students and schools by attending CSBA's AEC where you'll network with colleagues from across the state, share insights, and explore ways to raise student achievement levels. Whether you are a veteran board member, a superintendent, a board support professional or a first-time attendee, you'll come away from conference with practical ideas and a renewed commitment to help your board accomplish the critical work ahead.

Date/Location:	November 30 - December 2: San Diego, San Diego Convention Center
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## Board Presidents Workshop: Tools for Focused Leadership

Directing a board requires strong leadership, strategic vision and the ability to pull together members of a team. CSBA's Board Presidents Workshop prepares you for this new role. Board members receive tips, tactics and techniques to build effective governance teams, conduct meaningful meetings and fulfill governance responsibilities while focusing efforts on improved student learning and achievement.

Audience:	Current and aspiring board presidents
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Dates/Locations:	January 28: Sacramento, Hyatt Regency Sacramento February 25: Coronado, Marriott Coronado Island Resort & Spa November 29: San Diego, San Diego Convention Center (schedule 9 a.m. – 5:00 p.m.; price may vary)
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Schedule:	Registration opens at 8:00 a.m.   Workshop: 8:30 a.m. – 4:00 p.m.
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Fee:	Early registration: \$250   On-site registration: \$275 <i>Fee includes materials, lunch and refreshments</i>
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**Special Offer!** Register for the Board Presidents Workshop and the Brown Act during the same weekend in January or February and save \$75. Both courses are offered together for \$360 in Sacramento and Coronado. To get this offer, contact the CSBA registrar at [register@csba.org](mailto:register@csba.org).

# continuing education

## Legal Symposium for Experienced Board Members

This pre-conference event at the Annual Education Conference and Trade Show provides an outline of what you need to know to make sound policy decisions in your district or county office of education.

<b>Audience:</b>	Board members and superintendents
<b>Date/Location:</b>	<b>November 29, 2017:</b> San Diego, San Diego Convention Center
<b>Schedule:</b>	Registration opens at 7:00 a.m.   Program: 9:00 a.m. – 4:00 p.m.
<b>Fee:</b>	Early registration: \$275   On-site registration: \$300 <i>Fee includes materials, lunch and refreshments</i>

## Executive Assistants One-Day Program at the Annual Education Conference

District and county office executive assistants are invited to a one-day program within the 2017 CSBA Annual Education Conference and Trade Show. Attendees will participate in hot topic sessions, share resources and network with peers.

<b>Audience:</b>	District and county office executive assistants
<b>Date/Location:</b>	<b>December 1, 2017:</b> San Diego, San Diego Convention Center
<b>Schedule:</b>	Registration opens at 7:00 a.m.   Program: 8:00 a.m. – 5:00 p.m. Times subject to change; please check the AEC website at <a href="http://aec.csba.org">aec.csba.org</a> for more information
<b>Fee:</b>	\$325 <i>Includes continental breakfast, lunch, materials and admission to other sessions at the conference</i>

# continuing education

## California County Boards of Education (CCBE): Annual Conference

County board members and superintendents are encouraged to attend the CCBE Annual Conference for a learning opportunity specifically focused on the unique issues and student populations that counties work with.

Audience:	County office of education board members and CSBA members
Dates/Location:	September 8-10: Monterey, Portola Hotel and Spa
Schedule:	Visit <a href="http://www.theccbe.org">www.theccbe.org</a> for details.

## CCBE County Board Governance Workshop

CCBE, in collaboration with CSBA, is proud to offer a new county board governance workshop on Jan. 27-28 at the Sacramento, Hyatt Regency. This two-day training will provide county board members with in-depth county focused learning opportunities on finance, effective governance, the county board role as an appellate body involving interdistrict transfers, expulsions, legislative advocacy and community leadership, charter schools approval, appeals and oversight. The event provides ideal networking opportunities for county and district board members. Superintendents are encouraged to attend with their board member(s).

Date/Location:	January 27-28: Sacramento, Hyatt Regency Sacramento
Schedule:	Registration opens at 8 a.m.   Program: 8:30 a.m. - 4:30 p.m.
Fee:	\$299 (Fee includes materials and lunch.) Complimentary registration for superintendents who attend with new board members.

Coming in 2018

Leadership Institute: Leading and Taking Action for Student Success

# continuing education

## Education Insights Webinars and Webcast Series

Register for ongoing Education Insights webinars and webcasts to receive in-depth information on hot topics from experts at CSBA and partner organizations.

<b>Audience:</b>	All CSBA members
<b>Schedule:</b>	Check your email and visit <a href="http://www.csba.org/governanceu">www.csba.org/governanceu</a>
<b>Fee:</b>	Free for CSBA members: online registration is required.

## Governance Consulting Services

CSBA's Governance Consulting Services provides workshops, resources and guidance for building effective governance teams including governance leadership, goal setting, board self-evaluation, developing norms and protocols, and more. Since every district's needs are unique, the training for each governance team is different. Consultants work closely with the board and superintendent to prepare a customized governance leadership workshop specific to the district's goals and interests.

<b>Audience:</b>	All CSBA members
<b>Fee:</b>	Competitively priced for CSBA members. Fees vary and are based on scope of work.
<b>Schedule:</b>	Varies. CSBA recommends a 4-6 week lead time to allow for team scheduling, governance team interviews and workshop design.

## Registration Information

Reserve your space today for your selected Governance U courses.

CSBA accepts checks or credit cards for payment of registrations fees. Online registrations must be paid in full using Visa, MasterCard, American Express, or Discover. Registrations submitted by mail, phone or fax must be accompanied by a check or credit card number.

**Call:** (800) 266-3382 | **Fax:** (916) 669-3366 | **Visit:** [www.csba.org/governanceU](http://www.csba.org/governanceU)

## Courses and online learning opportunities at-a-glance

### New Board Members & Superintendents

- » Orientation for New Trustees: Preparing for the First 100 Days
- » Institute for New and First-Term Board Members
- » The Brown Act: What You Need to Know
- » Annual Education Conference and Trade Show
- » Leadership Institute: Leading and Taking Action for Student Success
- » California County Boards of Education (CCBE) Annual Conference
- » CCBE County Board Governance Workshop
- » Forecast Webcast
- » Back-to-School Webcast
- » Education Insights Webcasts and Webinars

### Experienced Board Member & Superintendents

- » The Brown Act: What You Need to Know
- » Masters in Governance
- » Board Presidents Workshop
- » Legal Symposium for Experienced Board Members
- » Annual Education Conference and Trade Show
- » Leadership Institute: Leading and Taking Action for Student Success
- » California County Boards of Education (CCBE) Annual Conference
- » CCBE County Board Governance Workshop
- » Forecast Webcast
- » Back-to-School Webcast
- » Education Insights Webcasts and Webinars

### Executive Assistants

- » The Brown Act: What You Need to Know
- » CSBA Training for Executive Assistants
- » Executive Assistants One-Day Program at the Annual Education Conference
- » Forecast Webcast
- » Back-to-School Webcast
- » Education Insights Webcasts and Webinars