

Annual Convention Session Descriptions

Saturday, December 2, 2011 (Alphabetical Listing)

Avoiding Open Meeting Violations

With the Open Meetings Act, the devils' in the details. When does an e-mail exchange become an illegal meeting? NM-FOG will guide you through the law and lead a provocative Q&A based on real world scenarios. You'll leave with practical resources and a better understanding of how openness benefits your board.

Sarah Welsh, Executive Director, New Mexico Foundation for Open Government

Topic strand: [Legal/Boardsmanship](#)

Level: [Basic](#)

Bad Board or Difficult Administration? Balancing Authority in Difficult Circumstances

This program will focus on typical conflict points between boards and administrators, with discussion, questions and answers regarding scenarios that often strain these relationships.

Tony F. Ortiz and Kristin L. Davidson, Attorneys in the Scheuer, Yost & Patterson Law Firm

Topic strand: [Administration](#)

Level: [Basic & Advanced](#)

Board Member Conflicts of Interest

As a result of the restrictions imposed by Nepotism Law (Section 22-5-6); prohibited employment (Sections 22-5-5 and 22-21-1); the Procurement Code (Sections 13-1-190 to 13-1-194); and the Governmental Conduct Act (Sections 10-16-1 to 10-16-18), among other, Board members must walk a fine line to avoid conflicts of interest and ethics violations. The penalties can be severe, and include felony sanctions. This session will focus on diligent compliance.

John F. Kennedy, Partner and Matthew L. Campbell, Associate - Attorneys in the Cuddy & McCarthy Law Firm

Topic strand: [Legal/Boardsmanship](#)

Level: [Basic & Advanced](#)

Cooperative Efforts Among Small School Districts

Roundtable discussion of how smaller districts can collaborate on best practices, sharing of resources in today's tough economy. The presentation will provide ideas to help remain independent districts so we can remain rivals on the athletic fields and fierce allies for the classroom.

Robin Parks, Board President, Capitan Schools

Topic strand: [Boardsmanship/Finance](#)

Level: [Basic & Advanced](#)

Evaluating Your Superintendent Using a Policy Based Process

Participants will participate in the development of an effective policy for evaluating the district's superintendent. Sample policy templates will be presented and sample evaluation forms will be shared. The process Springer schools BOE is using to set measurable goals for their superintendent and to incorporate that goal setting process into an effective evaluation design will be explored.

Dr. Hugh Prather, Consultant; Danny Montoya, BOE President, Springer Schools; and Dr. Gregg McMann, Superintendent, Springer Schools

Topic strand: [Administration](#)

Level: [Advanced](#)

Let's Change the Normal

School boards across New Mexico tend to stick with what is comfortable – normal – rather than stepping out of their comfort zone. Learn how to identify the problems school boards have to cope with in these changing times.

Bill Page, Master Board Member Candidate and Board President, Grady Schools

Topic strand: [Boardsmanship](#)

Level: [Basic & Advanced](#)

Maintenance and Operations Effects on Student Achievement

This presentation explores the potential relationship of Maintenance and Operations activities to improved student achievement. For example, do extended breakfast time, new/refurbished schools, on-time transportation buses, and/or LEED (Leadership in Energy and Environmental Design) environment improve student achievement? An APS case study will be described and participants will be asked to provide feedback. Initial results should be available after the 2011-2012 school year.

Dr. David Percy, Master Board Member Candidate and Board Member, Albuquerque Public Schools and Dr. Brad Winter, Albuquerque Chief Operations Officer

Topic strand: [Student Achievement](#)

Level: [Advanced](#)

Managing Public Comment at School Board Meetings

Public comment sessions at school board meetings have been called “democracy at its best and at its worst.” While public comments can provide the board with valuable input on how citizens feel about school issues, they can also be a logistical challenge. Manage public comment session at school board meetings within the legal parameters set by the courts.

Nasha Torrez and Karla Schultz, Attorneys in the Walsh, Anderson, Brown, Gallegos & Green Law Firm

Topic strand: [Legal/Boardsmanship](#)

Level: [Basic/Advanced](#)

Policy Considerations for Social Networking

This presentation provides an overview of the risks and benefits of social networking websites, It will include an overview of how social networking has been used in the school context and the considerations that should be examined when determining the scope of a district policy addressing the various ways in which social networking websites may be used.

Kristin L. Davidson and Tony F. Ortiz, Attorneys in the Scheuer, Yost & Patterson Law Firm

Topic strand: [Legal/Technology](#)

Level: [Basic & Advanced](#)

School Accounting Standards

This session will review selected statutes and regulatory guidance for Boards of Education. Law interaction, practical application, and the impact on districts and charter schools will be covered. Hyperlinks to the New Manual of Procedure are a part of this session. The importance, implementation, and use of various internal controls procedures, accounting standards, risk assessments and other aspects of school business at the local level.

Caron B. Snow, former Business Manager for Ruidoso Schools and Leslie Smith, CPA and former Asst. Supt. For Finance for Roswell Schools – Consultants with NM Association of School Business Officials

Topic strand: [Finance](#)

Level: [Basic/Advanced](#)

Seven Traits of Just Cause in Personnel Actions

Are school board personnel decisions grounded in Just Cause or perceived by employees as “just because”? The Seven Tests of Just Cause have evolved through decades of employment case decisions: notice – reasonable rules – investigation – fair investigation – proof – equal treatment – penalty. Using these Seven Standards as the foundation for personnel decisions will increase the likelihood that decisions will be upheld in the event of appeal.

Marlene Schwalje, President, Infinite Resolutions

Topic strand: [Administration/Personnel](#)

Level: [Basic/Advanced](#)

Social Media and Communications

Social Media and transparency can be action words in a new era of policy-making in a high-tech world. Traditional methods of communicating with constituents are tried and true but community meetings, one-on-one face time and telephone calls can now be completed with texting, email listserves, Facebook and Twitter for an overall communications strategy that is effective and all-inclusive.

Kathy Korte, Former Newswoman and Copyeditor, current Board Member, Albuquerque Public Schools

Topic strand: [Community Relations](#)

Level: [Basic & Advanced](#)

Social Media – What are the limits on social media?

Has your school board adopted policies or rules which attempt to set limits on staff member communications with students on social media? This session will explore the emerging issues presented by efforts to limit employee conduct or to discipline staff who use electronic media to communicate with students in appropriate ways.

Andrew M. Sanchez, Partner - Attorney in the Cuddy & McCarthy Law Firm

Topic strand: [Legal/Technology](#)

Level: [Basic & Advanced](#)

Stewards of Sustainable Schools

Communities with an effective sustainability culture reap financial benefits. Schools committed to environmental sustainability are elemental contributors of knowledge, skills and attitudes that are conducive to a sustainable world for future generations. This session will highlight how school districts across the country are solving the challenges related to declining enrollment, reduced budgets, public relations and the introduction of sustainability concepts into the classroom.

Laura Inward, Senior Strategy & Marketing Leader and Sarah Russell, Sustainability Specialist – Honeywell International

Topic strand: [Facilities Mgt/Finance](#)

Level: [Basic & Advanced](#)

Superintendent Search: Finding the Right Fit

Finding the right superintendent to lead your district takes time, effort and coordination. This presentation will provide a systematic, organized approach to the process so boards can begin and complete their search with confidence.

Dr. Dan Patterson, Retired Superintendent and Superintendent Search Service Consultant

Topic strand: [Administration](#)

Level: [Basic & Advanced](#)

Transparency and Accountability in Financial Reporting

Within the new *Manual of Procedures for Public School Accounting and Budgeting*, a new section entitled “Tips, Tools and Resources” will be introduced. Suggestions for useful report formats will be reviewed in depth. This presentation will explore how, when, where and what should be reported in order to inform the stakeholders about the financial security of the district.

Caron B. Snow, former Business Manager for Ruidoso Schools and Leslie Smith, CPA and former Asst. Supt. For Finance for Roswell Schools – Consultants with NM Association of School Business Officials

Topic strand: [Finance](#)

Level: [Basic/Advanced](#)

Use and Maintenance of the NMSBA Policy Service

For those who subscribe to the NMSBA Policy Service, this training will explain the overall purpose and function of the service as well as step-by-step instructions on search features.

Donn Williams, Ed.D, J.D., NMSBA Policy Services Director

Topic strand: [Administration](#)

Level: [Basic/Advanced](#)

What Power and Authority Does the Board Really Have?

Following the delegation of authority over personnel matters to the Superintendent after House Bill 212, many Board members perceive their powers and authority are minimal. This session will address the Board’s extensive authority over policy development, contractual issues, school property, budgetary and financial matters development, acquisition and disposal of property and strategic planning for the future of the districts and its students.

John F. Kennedy, Partner and Ramon Vigil, Partner - Attorneys in the Cuddy & McCarthy Law Firm

Topic strand: [Legal/Boardsmanship](#)

Level: [Basic & Advanced](#)

Master Board Member Class

This session outlines the Master Board Member program. The MBM program helps develop a diverse team of highly skilled, knowledgeable and experienced school board members who promote the best practices of school board governance and are committed to sharing their expertise by serving as resources, mentors and role models for all school boards in New Mexico.

Vicki Smith, Former NMSBA President and past Cobre School Board Member

Topic strand: [Boardsmanship](#)

Level: [Advanced](#)

**Prerequisite: To be eligible to attend the MBM class, board members should have earned at least 36 hours of training to-date which is at least the Level II in the Leadership Development Program.*