IDAHO SBA
School Boards Association

Empower Local Boards for Student **Success**

Membership • Benefits • Solutions

Welcome to ISBA:

Good Governance Begins Here.

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WELCOME TO ISBA. Whether you are a new or long-standing member of the association, we are dedicated to helping you find your way to successful boardmanship. Our benefits are designed to help you navigate your governance role, provide ongoing professional development, and offer legislative advocacy throughout your service. This guide shows you the many opportunities and support available to you through your ISBA membership.

Founded in 1942, ISBA now represents all 115 school districts in Idaho and over 50 charter schools. Over 800 school board members throughout the state are members of ISBA. ISBA is a service organization with a focus on providing quality, cost effective services to our members.

ISBA Mission: The mission of the Idaho School Boards Association is to provide leadership and services to local school boards for the benefit of students and for the advocacy of public education.

Membership Benefits & Services Included with ISBA Dues

- Advocacy
- Engagement and partnership with education stakeholders
- Publications
- Ask ISBA
- Four hours of free legal services through Anderson, Julian & Hull
- Content-expert staff available to answer questions and provide information
- Job Center
- Consultation services
- Labor Relations
- Monthly Meet-Up
- Hot Topics Webinars
- Question of the Day Emails

Additional Services

- Option to purchase the ISBA Insurance Plan through Moreton & Company
- Superintendent Searches
- Board Professional Development
- Policy Update Service
- Policy Rewrites
- Job Description Manual
- Events

IDAHO SBA School Boards Association

Advocacy

ISBA advocates on behalf of school boards year round, and provides the tools you need to influence public policy for the benefit of public education.

As a service for school districts and charter schools, ISBA Legislative Services staff works with legislators, the State Board of Education, the State Department of Education, and the Governor's office, as well as other education stakeholders in developing education legislation, as directed by the membership. We also oppose bills that restrict local control of schools.. lTo advocate for school districts and charter schools, the ISBA staff and Government Affairs Committee are involved in day-to-day activities at the Legislature.

Business Session

The Business Session is one of the most important functions held at ISBA's Annual Convention. It provides members with the opportunity to direct the Association and its major policies. During the Business Session, school board members get to vote on ISBA resolutions and bylaw changes.

Legislative Update Webinar

The ISBA Legislative team provides live webinars during the session to give members timely updates and on relevant education policies.

Fall Region Meetings

Each September, ISBA holds regional meetings where members get a firsthand look at proposed ISBA resolutions that they will vote on in November.

Government Affairs Committee (GAC)

ISBA staff works closely with the Government Affairs Committee. The GAC is comprised of the ISBA Executive Board Officers and Region Chairs. There is an equal number of large districts and small districts represented on the GAC. The committee reviews ISBA resolutions and makes recommendations to staff during the legislative session, both relating to ISBA resolutions and legislative issues that may arise that are not covered by ISBA resolutions.

Capitol Notes

During the legislative session, ISBA sends out a weekly newsletter to keep our members up to date on all the education issues at the Idaho Legislature. Members can find a comprehensive list of all education bills and their status at the end of Capitol Notes.

Calls to Action

During the legislative session, ISBA will send out ISBA Action Alerts to have you contact your legislators or legislative committee members, regarding urgent issues that impact your school or district.

Day on the Hill

Every year, ISBA hosts our Day on the Hill event. This provides our members with the opportunity to experience the legislative process firsthand by sitting in House Education and Senate Education Committee meetings as well as have lunch with legislators.

Professional Development

The Idaho School Boards Association strives to provide school board members with the information, professional development, and support needed to serve their district or charter school. Developing highly trained and effective board/superintendent-charter administrator teams will help to positively impact student achievement and success. Board members are encouraged to participate in ongoing professional development so they continue to gain knowledge and skills that can be applied to their service as a school board member.

The Legislature appropriates $6,600 per school district or charter school to be used specifically for board, and superintendent/charter administrator training each fiscal year. ISBA is an approved trainer, which means the state will reimburse up to $6,600 of approved professional development expenses for each fiscal year for qualified topics. In addition, ISBA provides support for completing the reimbursement form to the Idaho State Department of Education for the workshops that meet the guidelines.

Professional Development Workshops

ISBA has created professional development workshops to accommodate our members' needs. Topics include: superintendent or charter administrator evaluations, finance, ethics, governance, strategic planning, and continuous improvement. Also, customized workshops can be created for individual board needs. Some of our top requested workshops are:

- **Board Basics** – covers general governance, including an overview of roles and responsibilities, board norms and protocols, and board meeting basics. Whether your board has new or veteran board members, this training will benefit all.

- **Roles & Responsibilities** – goes deeper into the different responsibilities of the board and superintendent/charter administrator in eight areas.

- **Board Norms & Protocols** – facilitation of identifying areas that would benefit from the development and/or revision of norms and/or protocols so the board can run efficiently with a focus on the mission and vision of the board.

- **Superintendent/Charter Administrator Evaluation** – provides ISBA's superintendent/charter administrator evaluation tool that includes indicators and rubrics. Covers the five-step process for evaluation of superintendent/charter administrator that not only meets the requirements of Idaho code, but also provides an accurate, fair and substantive evaluation which is the most significant lever a school board has to drive improvement.

- **Strategic Planning** – assists your board, superintendent/charter administrator, and leadership team, if applicable in developing a long-term, typically five-year, strategic plan. The benefits of a strategic plan are creating a focus for the superintendent/charter administrator, and a way to measure progress of the identified goals.

- **Continuous Improvement Plan** – Idaho code requires all boards to approve and monitor an annual continuous improvement plan. This professional development assists your board in creating, revising, aligning, implementation and monitoring of the continuous improvement plan.kj

New Board Member Booklet

The new board member packet includes a **New Board Member Booklet** which covers all the basics of your new role and two resource books.

Policy Services

Policy Update Service

A primary function of ISBA is to support and improve policy-making by Idaho's public school boards. The Policy Services staff provide reliable, authoritative policy assistance and information to help school boards draft and maintain policies. ISBA Policy Staff help schools update their policies based upon changes in legislation. Most Idaho school districts and many charter schools are members of the Policy Update Service. This year ISBA released the first official Charter School Policy Manual.

Policy Rewrite

ISBA offers three options to assist districts and charter schools with their policy manual needs. They are:

1. **Blended Policy Manual Rewrite.** ISBA customizes each model policy, blending it with existing district or school policies.
2. **Fresh Start Policy Manual Rewrite:** This allows the school district or charter to purchase an ISBA Model Policy Manual customized with the district's or charter's information and further customized with help from ISBA.
3. **Purchase Model Policy Manual.** We have separate model policy manuals tailored to meet the needs of school districts and charter schools.

Legal Services

Each member school district or charter school is entitled to four hours of prepaid legal time per fiscal year. This allows members to contact Anderson, Julian & Hull for help with complicated legal questions or other services such as policy, contract drafting or review, or negotiations advice. Members are able to allocate their legal time as they see fit and without regard to topic. By getting accurate legal advice upfront, ISBA members can often avoid costly litigations down the road.

Other Services

Member Consultation
ISBA strives to be a leader on education issues. The ISBA staff is available to consult by telephone with school districts, charter schools, or individuals on a broad range of education topics.

Insurance
One of the key benefits of ISBA is the option to use the ISBA Property and Liability Insurance Plan through Moreton & Company which is only available to ISBA members. The ISBA Insurance Plan helps school districts and charter schools meet their insurance and risk management challenges. One benefit of this program is the opportunity for participating districts and charters to receive dividends based upon the claims experience of the group. Over 75% of Idaho school districts and charter schools are now enrolled and have received over $7.6 million in dividends.

Superintendent Searches
ISBA understands the selection of a superintendent or charter school administrator is one of the most important decisions the board will make. ISBA offers professional services to school boards seeking to fill a superintendent or administrator vacancy. ISBA has assisted with 20 superintendent searches in the past four years. This service includes any or all of the following: promoting the position opening nationwide, reviewing application packets, conducting reference checks, providing the board with sample interview questions, assisting the board with the interview process, and more.

Ask ISBA
ISBA staff receives questions from board members, superintendents, and clerks on a variety of topics. To help others learn from these questions and answers, ISBA offers the Ask ISBA service on its website. Members can submit their question online and also review an archive of previously asked questions and answers.

Business Partners & Affiliates
ISBA's Business Partners and Affiliates have provided unwavering support for public education and Idaho school boards through their partnership with ISBA. We ensure that our Business Partners and Affiliates offer relevant services and products for our district and charter members. We encourage you to consider these companies when looking for new products and/or services. You can find a list of companies ISBA recommends on our website.

Labor Relations

ISBA Job Descriptions Manual

We heard from many school districts and charter schools that having a resource for model job descriptions would be a great benefit. From superintendent to custodian, the ISBA Job Descriptions Manual will provide qualifications, reporting structures, scope of responsibilities, and more for the many jobs in your district or charter school. You'll be able to simply customize each sample description to meet your needs.

Salary Schedule

Each year the ISBA compiles salary schedule and benefit information from Idaho school districts and charter schools to create the Salary Schedule. This schedule is offered in electronic format to all members as part of their membership dues.

Master Agreements

ISBA also maintains a database of negotiated master agreements. With all of the master agreements online, members are able to research any topic. This allows you to see what language and terms other districts used when crafting master agreement provisions.

Negotiation Questions & Answers

ISBA receives countless emails and phone calls requesting information on negotiations and how to comply with the law throughout the negotiation process. ISBA periodically publishes selected questions and answers to our website.

Job Center

ISBA created the Job Center to provide school districts and charter schools the opportunity to post job openings to reach the greatest audience possible.

IDAHO ISBA JOBCENTER

Events

ISBA believes that school districts and charters can only be as good as their leadership. ISBA provides numerous professional development, education, and networking opportunities at our events to help provide school districts and charter schools with tools they need to succeed.

Annual Convention

The Annual Convention is a valuable professional development opportunity for boards, superintendents, administrators, and clerks. In addition, the ISBA Business Session is every school districts' and charters' opportunity to vote on the policy issues that will comprise ISBA's legislative platform for the upcoming year.

Day on the Hill

This annual event held in February is an important opportunity for board members and others to visit with their local legislators about education-related issues. Additionally, ISBA provides workshops, and presents testimony to the House and Senate Education Committees.

Leadership Institute

The Leadership Institute is offered to all ISBA members. This is a great learning opportunity for new and experienced board members as well as the district or charter school leadership team. Workshops may include professional development in roles and responsibilities, board ethics, effective meetings, school finance, board policy, and more.

Region Meetings

Each fall, ISBA's regions hold meetings to share ideas, report on current developments, discuss legislative advocacy, and more. These meetings provide board members and district or charter school leadership an opportunity to learn from their colleagues and share with others in their region.

Publications

ISBA has a variety of publications to support, inform, and assist our members. Many of these come free with your membership and can be found on our website.

SLATE
Published four times a year, it provides an in-depth perspective on issues all board members need to understand and offers a quick summary of current news and upcoming activities.

Capitol Notes
A weekly newsletter, sent during the legislative session, to keep our members up to date on all the education issues at the Idaho Legislature. Members can find a comprehensive list of all education bills and their status at the end of Capitol Notes.

Clerk's Manual
ISBA created this manual to assist board clerks, and discusses a variety of topics, including employment forms, contracts, levies, special meetings, meeting notices, oaths, elections, meeting minutes, and much more.

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How to Get Involved

As an ISBA member, we hope you will play an integral role in the continued growth of the association. We encourage our members to take advantage of the many opportunities ISBA has to offer. Get involved in setting the direction of the association of Idaho's public schools.

- **Participate in advocacy events:** Whether you are attending our annual Day On The Hill event, or a legislative webinar, members have opportunities throughout the year to hear real-time issues impacting public schools and solutions from experts throughout the state.

- **Serve on a committee:** Share your time and expertise by serving on a regional or statewide committee. Interested board members may contact Misty Swanson at misty@idsba.org or Quinn Perry at quinn@idsba.org.

- **Serve on the ISBA Executive Board:** The Idaho School Boards Association is governed by a 22-member Executive Board including four officers as well as two representatives from each of the nine regions. The Executive Board and member districts and charter schools are supported by ISBA staff and the Executive Director.

- **Attend Annual Convention:** The ISBA Annual Convention is a valuable professional development opportunity for boards, superintendents, and clerks. In addition, the ISBA Business Session is your school boards' opportunity to vote on the policy issues that will comprise ISBA's legislative agenda for the upcoming year.

- **Attend ISBA region meetings:** Each fall, ISBA's regions hold meetings to share ideas, report on current developments, discuss legislative advocacy, and more. These meetings provide board members and district leadership an opportunity to learn from their colleagues and share with others in their region.

Business Affiliates

ISBA's Business Affiliates have proven their unwavering support of education and Idaho school boards by partnering with ISBA. These companies provide phenomenal services and products to assist Idaho's schools. Many of these companies offer exclusive prices for ISBA members.

Moreton & Company
Providing school property and liability insurance as well as risk management services to member districts through the ISBA endorsed insurance plan.

Simbli
ISBA has partnered with the makers of Simbli, an eBOARDsolutions governance management tool, to offer members a discounted rate with Simbli on part or all of this integrated suite of cloud-based tools. The Meetings, Planning, Policies, Evaluations, Communications, and Documents modules reinforce effective governance and continuous improvement and align the work of the school board and system.

BoardDocs
BoardDocs' paperless agenda services offer school boards turn-key electronic solutions for processing virtually any type of governance document, including agenda items, supporting documents, policies, procedures, and more.

BoardBook
This web-based software application streamlines the preparation, distribution, and publishing of agenda packets, and builds a searchable archive of meeting packets and approved minutes. Save on costs for printing and copying, and reduce staff time required for preparation and distribution of agenda and supporting documents.

BuyBoard
Buyboard is an online purchasing cooperative designed to streamline the purchasing process and help its members make confident buying decisions. By combining purchasing power, members are able to leverage better pricing from vendors you already use.

Arthur J. Gallagher
Gallagher offers health and welfare services, as well as postretirement benefit services under GASB 74 and GASB 75 standards. (Formerly GASB 43/45). They are pleased to offer competitive prices, client excellence and a seamless audit process.

Athlos Education
Is an Idaho-based education technology provider supporting special education departments around the country in their efforts to efficiently document IEP services and progress in order to ensure compliance and successfully meet each student's IEP. To assist schools in these efforts, Athlos designed a unique tracking software application: the Athlos Special Education Logs app.

GPS
GPS' Needlepoint Bipolar Ionization (NPBI™) technology safely cleans indoor air by producing a high concentration of positive and negative ions, delivering them to the space via the ventilation system. NPBI™ is a proven technology to fight pathogens and limit the spread of viruses, affordably fitting into any existing HVAC system.

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