

TSBA BOARD SECRETARIES' WORKSHOP

TSBA Headquarters

May 1, 2020

AGENDA

8:30 – 8:45 a.m.	Welcome and Overview of Day	Dr. Tammy Grissom, TSBA Executive Director
		Jennifer Moore <i>Washington County, TABS President</i>
8:45 – 9:45 a.m.	Legislative Overview	Garrett Knisley, <i>TSBA Director of Government Relations and Legal Services</i>
9:45-10:00 a.m.	BREAK	
10:00 – 11:00 a.m.	This Meeting will Come to Order -Robert's Rules of Order -Minutes -Records Custodian	Ben Torres <i>TSBA Assistant Executive Director & General Counsel</i>
		Jennifer White TSBA Director of Policy/Staff Attorney
11:00-11:30 a.m.	Review of TSBA Resources Available To Members (Student Handbook, Employee Handbook, Students & Constitutional Law Guide, Open Meetings/Records Guide, and Student & Employee Discipline Guide)	Jennifer White
11:30 a.m.- 12:30 p.m.	LUNCH	
12:30-12:45 p.m.	TABS Business Meeting	Jennifer Moore
12:45-1:30 p.m.	Working With A New Director of Schools (ideas and suggestions for a smooth transition)	Jennifer Moore
1:30-2:00 p.m.	Overview of School Board Academy Program, Boardmanship Program, TSBA Meetings: Registration Process & Room Reservations, TSBA Awards Program, & TABS Certification Program	Dr. Tammy Grissom, <i>TSBA Executive Director</i>
2:00 – 2:15 p.m.	BREAK	

2:15-3:00 p.m.

Ask the Attorneys' Session

Ben Torres
Jennifer White
Garrett Knisley

3:00-3:15 p.m.

Wrap-up and Evaluations

Jennifer Moore

3:15 p.m.

Adjourn