

Registration Form for Orientations
February 18, 2010

Check which session you wish to attend.

Preregistration per person is:

- \$130 School Board Chairmen/
Vice-Chairmen Orientation
 \$130 New Board Member/
Superintendent Orientation

Name _____

School Division _____

Please Specify:

- New Board Member Superintendent
 Board Member Chairman
 Vice-Chairman Other

Note: Clerks, please submit names on separate forms for each person and send one check for the total amount.

VSBA
200 Hansen Road, Suite 2
Charlottesville, VA 22911

Note: You can now register online at:

www.vsba.org

**Chairmen/ Vice-Chairmen
Agenda**

- 8:30-9:30am Registration
- 9:30- 9:40am Welcome
*Warren J. "Jeff" Bain,
President, VSBA*
- 9:40- 11:00am Parliamentary Procedure
*Mary Loose DeViney,
Parliamentarian*
- 11:00- Noon The Legal Authority of the
Chairman
*D. Patrick Lacy, Jr.,
Reed Smith*
- Noon- 12:20pm Break
- 12:20- 1:30 The Chair/Superintendent
Relationship
*Frank E. Barham
Executive Director, VSBA*
*Barbara Coyle
Deputy Executive Director,
VSBA*
- 1:30pm Questions & Adjournment
*Warren J. "Jeff" Bain
President, VSBA*

**New Board Member/
Superintendent Agenda**

- 8:30-9:30am Registration
- 9:30- 9:40am Welcome
*Ann Y. Williams,
President- Elect, VSBA*
- 9:40- 10:45am Roles, Responsibilities,
Teamwork
*Frank E. Barham
Executive Director, VSBA*
*Barbara Coyle
Deputy Executive Director, VSBA*
- 10:45- 11:00am Break
- 11:00-12:15pm Parliamentary Procedure
*Mary Loose DeViney,
Parliamentarian*
- 12:15- 1:30pm School Law
*D. Patrick Lacy, Jr.,
Reed Smith*
- 1:30pm Adjournment
*Ann Y. Williams,
President-Elect, VSBA*

For Those With
a Long Drive...



A block of rooms has been reserved at the Richmond Marriott, 500 East Broad Street for the nights of February 17th (40 rooms) and February 18th (118 rooms). Please make your hotel reservations directly by calling 804-643-3400 or visiting the website listed below. Inform the reservation staff you are attending the conference to receive a special rate of \$120 (single or double).

The deadline for the reserved block is January 27, 2010. If reservations exceed the block number, or are made after the January 27th deadline, the minimum rate will be \$200. Please make your reservations by this date.

You may also make your hotel reservations online through a direct link on the VSBA website (www.vsba.org) under the Conferences tab.

Registration and Refund Policy as set by the VSBA Board of Directors

The deadline for preregistration is February 5. Registration fees received after February 5 will be \$130 per person. Purchase orders and registration via telephone do not constitute payment of registration fees and will result in a \$50 late fee if paid after the deadline date.

No refunds will be made after February 5 except in the case of personal illness. Prior to February 5, refunds of one-half of the registration minus a \$50 processing fee may be made.

All requests for refunds must be made to the VSBA President in writing signed by the Board Chair certifying a personal illness.



Let VSBA Help You Get
Started Right!

Join us at either the...

Orientation for School
Board Chairs/ Vice-Chairs

-or-

Orientation for New
Board Members and
Superintendents

February 18, 2010
Richmond Marriott
500 E. Broad Street
Richmond, VA