



# VSBA

Virginia School Boards Association

Leadership • Advocacy • Support

# be kind.

## VSBA Orientation for New School Board Chair and Vice Chair

**JANUARY 23, 2024 | RICHMOND DELTA MARRIOTT**



Are you stepping into the role of School Board Chair or Vice-Chair for the first time, or have you been in either position for a while and are seeking to enhance your effectiveness? If your answer is yes to either of these questions, this session is tailored just for you!

Welcome to the VSBA (Virginia School Boards Association) Orientation for New School Board Chairs and Vice-Chairs. Our program is designed to provide you with valuable insights and best practices, ensuring a smooth and successful tenure in your important role.

During this orientation, you'll have the opportunity to learn from experts who will cover a wide range of topics, all carefully curated to help you navigate your responsibilities seamlessly. Whether it's fostering productive relationships with your superintendent, managing interactions with the local media, understanding parliamentary procedures, or addressing legal matters, our orientation has you covered.

Join us and take full advantage of this informative session. You'll also have the privilege of hearing from a panel of experienced peers who will share their

real-life experiences, offering invaluable insights into overcoming challenges that you may encounter in your new leadership role.

Don't miss out on this unique opportunity to develop your skills and connect with fellow education leaders. Register today and embark on a journey towards becoming a more effective School Board Chair or Vice-Chair.

### Tuesday, January 23, 2024

**8:30 am Registration**

**9:00 am Welcome**

Dr. Jowanda Rollins-Fells, President-Elect, VSBA

**9:05 am Parliamentary Procedure**

Donald Garrett, Professional Registered Parliamentarian

**10:30 am Networking Break**

**10:45 am Attorney Client Matters**

Micah Schwartz, Attorney, Williams Mullen

**12:15 pm Networking Lunch**

**1:00 pm The Chair and Communications**

Barbara Hunter, Executive Director, National School Public Relations Association

**2:00 pm The Chair as a Leader: Panel Discussion**

Moderator: Gina Patterson, Executive Director, VSBA  
Rodney Jordan, Board Member, Norfolk City Public Schools  
Dr. Jowanda Rollins-Fells, Board Member, Caroline County Public Schools  
Chris Johnson, Board Member, Prince George County Public Schools

**3:00 pm Adjournment**

**6** VSBA  
ACADEMY  
CREDITS



# LODGING INFORMATION:



A block of rooms has been reserved for attendees at the Richmond Delta Marriott, 555 East Canal Street, Richmond, VA 23219, for the nights of January 21 & 22, 2024. Please make your hotel reservations directly by visiting the link: <https://www.marriott.com/event-reservations/reservation-link.mi?id=1656609251497&key=GRP&app=resvlink>

Inform the reservation staff you are attending the Virginia School Boards Association Conference to receive the special rate of \$162 (Run of House). The deadline for the reserved block is January 1, 2024. If reservations are made after the January 1 deadline, the group rate may not be available.



## REMINDER:

Nametags must be visible to be admitted to ALL VSBA meetings and conferences.



## COSTS:

Registration: \$245  
Late Registration: \$295

Please mail payment to:  
VSBA  
200 Hansen Road, Suite 2  
Charlottesville, VA 22911

# REGISTRATION INFORMATION:

Registration for VSBA meetings is only open to VSBA members and affiliate members. Please reach out to your school division clerk to register for this event. For business affiliate members, please contact Mikaela Coffey for registration at [mikaela@vsba.org](mailto:mikaela@vsba.org).

The deadline for cancellations is January 8, 2024. Cancellations must be received in writing via email to [mikaela@vsba.org](mailto:mikaela@vsba.org) by January 8 and will incur a \$50 cancellation fee. Cancellation requests received after January 8 and no shows will not be refunded. Substitution of an individual may be made at any time.

If a meeting or conference is canceled and/or postponed due to inclement weather, registration fees will be automatically transferred to the rescheduled date of the conference. If attendees are unable to attend the rescheduled date, a substitution can be made, or the school division will be credited the registration fee to use for future events. If you would like to view the recording instead of attending in person, please contact Mikaela Coffey no later than Friday, January 12, 2024 at [mikaela@vsba.org](mailto:mikaela@vsba.org).

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