



WELCOME

TO THE NEW YORK STATE SCHOOL BOARDS ASSOCIATION

Your go-to resource for all things related to school board service



New York State
School Boards
Association

We are *your* association

The New York State School Boards Association (NYSSBA) is a member-driven community of civic-minded leaders dedicated to supporting the success of all students. We count approximately 95% of New York State's K-12 public boards of education as our members, including yours.

So, congratulations and welcome to your statewide association!

We're here to support you every step of the way.

In your role as a board member, you will have many responsibilities such as setting strategic goals, adopting an annual budget, approving collective bargaining agreements, evaluating the superintendent, voting on major issues that affect your district and much more. NYSSBA will support you with education news and information, training on governance, fiscal, legal or leadership-based skills, policy development, legal services and much more. Many of these programs and services are free to members. We also represent the views of members with policymakers in Albany and Washington, D.C.

During your tenure on the board, you may have questions about topics such as education law, policy, negotiations, communications and research to name a few. Send us an email or give us a call. That's why we're here. Our staff members are always eager to help.



CONTACT

NYSSBA

info@nyssba.org or 800-342-3360

The legal responsibilities of a school board member

As a newly elected New York State school board member, you are legally required to fulfill the following obligations:

State-Mandated Training –

You are required to complete training within your first year of service. This training includes topics on the essentials of school board governance and a minimum of six hours in fiscal oversight, accountability and fiduciary responsibilities of a school board member.

Superintendent Evaluations –

School boards are required to review the performance of their superintendent annually. Most often, the board president is responsible for coordinating the process and facilitating the evaluation. The Education Commissioner’s regulation requires that the procedures for evaluation and the evaluation instrument be developed in consultation with the superintendent.

Policy Adoption –

Adopting policies is one of the main functions of a school board. New York State requires policies on many topics, such as equal opportunity, sexual harassment, student bullying, internet safety and many more. Please visit the policy page on our website for a complete and up-to-date list at nysdba.org/policy-services/list-of-legally-required-policies.

Budget Adoption –

School boards have a statutory obligation to propose a budget in a timely fashion, which allows the district to comply with state law regarding the property tax report card and publication of budget notices.

INFORMATION

TRAINING

ADVOCACY

A wealth of easy-to-access information

NYSSBA provides leadership to school boards through advocacy, information and training programs. As a new school board member, you will have a lot to learn about board service and the many important issues related to K-12 public education. There are numerous NYSSBA resources that can help you adjust to board service more quickly. Below are a few of the most popular.



On Board – NYSSBA’s award-winning newspaper and most popular product. It is published 17 times a year and staffed by journalists with experience at *USA Today*, *The New York Times*, and *Albany Times Union*.

E-clips – Ranked as one of NYSSBA’s most valued member benefits, e-clips is a daily email sent to members with links to current educational stories from newspapers around New York State as well as national media.

Message from the Executive Director – a recap of the week in education and NYSSBA news that will inform and focus your board discussions. It helps save time and effort by putting the information in one convenient place, with links to sources if you need them.



PROVIDING RESOURCES

- > **NYSSBA Website (nyssba.org)**
- > **School Board Member Experience website (nyssba.org/nsbmx)**
- > **New School Board Member Handbook**
- > **FAQ Publications**
 - Conducting effective meetings
 - Preparing for executive session
 - Understanding email usage and more

Building skills for continuous improvement

Professional development is a vital part of effective school board service. NYSSBA's robust learning and training opportunities help you develop your skills at the board table.

Our Board Excellence Recognition Program recognizes your time and effort. You accumulate points by participating in NYSSBA events and activities. Earn certificates of achievement, a free registration to a seminar and be recognized in our *On Board* newspaper. Learn more at nyssba.org/recognition-program.

Our New School Board Member Academy fulfills all your state-mandated training requirements. We offer this training in person, live virtually, or online at your own pace.

We also offer many other opportunities to learn more about board service and issues in education, both at in-person and live virtual events.

Annual Convention and Education Expo

– The largest event for education leaders in New York state, providing the most training in one place on school board governance issues and topics.

School Law Conferences

– Annual Summer Law and Pre-Convention Law conferences that cover some of the most pressing law-related issues in public education.

Leadership in Education Event

– Smaller than Convention, a two-day event with solution-oriented education sessions and meaningful networking opportunities.

Microlearning Courses

– Online and on-demand, these brief but in-depth courses cover topics such as building board unity, effective school board meetings and social media.

Complimentary Webinars

– On topics of the day, curriculum adoption, managing meetings, budgeting and many more.

Workshops – On policy, superintendent evaluation and more.



Get the issues you care about in front of key policymakers

Regulatory and legislative activity is complex. That's why our skilled governmental relations staff is here to support you in advocating on state and federal issues that affect public education. From meetings with legislative and executive staff to bill drafting and testifying at hearings, we are your eyes, ears and voice in Albany and Washington.

Take advantage of NYSSBA resources to influence public policy:

- > **Advocacy Action Materials** —Sample board resolutions, sample letters to legislators and other government officials and background information on key issues.
- > **State Aid Expertise** —“What School Board Members Should Know” guidebook, state aid database, state aid factors trend analysis and free school finance webinars.
- > **Advocacy Events** —The Capital Conference, in-district visits, lobby days and local training.
- > **Timely Advocacy Updates** —Advocacy Alerts emails, Key Issues web page and the Online Action Center.

Go to nyssba.org/advocacy-legislation/overview/ to learn more.



PROVIDING SUPPORT



Be on the lookout



PROVIDING ANSWERS

Member Login Credentials Email

We will send your member login credentials via email for accessing information on the NYSSBA website. The website provides information on all our products, services and trainings that will help you succeed in your new role as a school board member. If you don't see this email in your inbox, check your spam folder. Or you can contact us at info@nyssba.org.

New Member Resources Email

Throughout your first year of service, we will send you a series of New Member Resources emails to help prepare you for issues that tend to be seasonal for boards, such as: budgeting, superintendent evaluations, state-mandated training and more.

Invitation for a Virtual Meeting

Your membership experience is one of NYSSBA's top priorities and the Member Relations team wants to ensure you get the most value from your NYSSBA membership.

One of our member relations representatives will be reaching out to you to schedule a virtual meeting to answer your questions on school board service. Or feel free to schedule a virtual meeting today at nyssba.org/mbr-rel-vm.

We look forward to helping you get up to speed on everything that goes into becoming an effective and successful school board member!

We always enjoy
speaking with our members.

CONTACT

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Follow us on
social media!





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