

# BOARD CHAIR WORKSHOP

FEBRUARY 15, 2024

## Agenda

- 8 - 8:30 a.m.                   **Registration and beverage break**.....*Foyer*  
*Co-sponsored by Halligan Mahoney & Williams, P.A.*
- 8:30 - 9 a.m.                   **Welcome and Purpose** .....*Ballrooms DEF*  
*Charles Govan, SCSBA President-elect, Darlington County School District*
- 9 - 10 a.m.                   **Robert’s Rules for Beginners: The Art of Presiding** .....*Ballrooms DEF*  
A basic understanding of the rules of parliamentary procedure for your meetings is a critical tool for every school board member, especially the chairman. This beginner- friendly session will help presiding officers understand how Robert’s Rules of Order can help them obtain success during meetings  
*Rasheeda Cleveland, Esquire, SCSBA Staff Attorney*
- 10 - 10:15 a.m.               **Beverage break**.....*Foyer*  
*Co-sponsored by Halligan Mahoney & Williams, P.A.*
- 10:15 - 11:15 a.m.           **SC Freedom of Information Act: What You Need to Know**.....*Ballrooms DEF*  
Join us for a review of the basic requirements of South Carolina’s FOIA, focusing on school board obligations regarding board meetings and the disclosure of public records.  
*Kathryn Mahoney, Esquire, Halligan Mahoney & Williams, P.A.*  
*Vernie Williams, Esquire, Halligan Mahoney & Williams, P.A.*
- 11:15 a.m.- 12:15 p.m.      **Lights, Camera, Action: The Do’s and Don’t When Working with the Media**.....*Ballrooms DEF*  
The objective of this presentation is to inform attendees of the various laws that restrict the sharing of certain information with the media. The topics/laws covered will include, (1) the South Carolina Freedom of Information Act; (2) The Family Educational Records and Privacy Act; and (3) personnel information/privacy issues. The presentation will cover the Do's and Don'ts of communicating with the media as well as communicating through social media. For example, how to handle issuing statements individually, on behalf of the entire Board, and on behalf of the School District.  
*Dylan Crossland, Associate Attorney, White & Story, LLC*  
*Michael Davidson, Associate Attorney, White & Story, LLC*

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- 12:15 - 1:30 p.m.      **Lunch** *(Included in registration)* ..... *Sabal Palm Ballroom*
- 1:30 - 2:30 p.m.      **In the Hot Seat: Active v. Passive Leading from the Chair** ..... *Ballrooms DEF*  
The board chair seat is often the most uncomfortable one in the room. How you choose to lead can have a direct impact on the culture of your board and the effectiveness of your meetings. In this session participants will apply the meeting management tools they learned in the Robert’s Rules presentation to basic leadership concepts.  
Stephanie Lawrence, *SCSBA General Counsel & Director of Policy Services*
- 2:30 - 2:45 p.m.      **Beverage break** ..... *Foyer*  
*Co-sponsored by Halligan Mahoney & Williams, P.A.*
- 2:45 - 4 p.m.      **Bring it to the Table!** ..... *Ballrooms DEF*  
This interactive session will explore good governance practices and their application in “real life” situations. Through meaningful discussion, participants will connect with other board members to problem solve and refine skills necessary for effective board leadership.  
Facilitator: Stephanie Lawrence, *SCSBA General Counsel & Director of Policy Services*
- 4 - 4:15 p.m.      **Workshop closing and door prizes** ..... *Ballrooms DEF*  
Charles Govan, *SCSBA President-elect, Darlington County School District*