

EFFECTIVE BOARDS

FOR BOARD CHAIRS AND SCHOOL HEADS

A VIRTUAL WORKSHOP

SYLLABUS

Many of us are experiencing online learning for the first time. It is different from a classroom experience, but nonetheless rewarding. This webshop will occur one time per month, for four months. There will be four live sessions, each lasting approximately 90 to 120 minutes. Please block these times off in your schedule and join the virtual classroom via your computer. I recommend everyone participate with their camera turned on so that we can see one another, to interact with one another more naturally, creating an environment more similar to a live classroom.

Workshop Dates: Sept 15, Oct 15, Nov 16, & Dec. 15 - Each workshop will begin at 1pm eastern, 10 am pacific.

Following the second and third live sessions there will also be asynchronous work (in green italics). The asynchronous work is designed to enhance the previous session's material or prepare for the next session.

If at any time you have a question, or would like to speak with me about your school, please do not hesitate to reach out and schedule something. It is always a pleasure to learn more about your school.

SESSIONS

SESSION 1: SEPT 15 - 10 AM PACIFIC/1 PM EASTERN (APPROX. 90 MINS)

- Introductions
- An Independent School?
- The Board President & The Head of School Characteristics – An Important Partnership
- Strategic & Operational Roles
- Keeping the Board Strategic

SESSION 2: OCT. 15 - 10 AM PACIFIC/1 PM EASTERN (APPROX. 90 MINS)

- Sustainability (Excellence) – You can actually plan it
- ISM Stability Markers
- Effective Board Structures
- Principles of Practice

ASYNCHRONOUS WORK – USING ISM'S ONLINE TOOL, EVALUATE YOUR SCHOOL USING ISM'S STABILITY MARKERS. A LINK WILL BE PROVIDED.

SESSION 3: Nov 16 10 AM PACIFIC/1 PM EASTERN (APPROX. 90 MINS)

- ISM Principles of Practice Continued
 - Head Support & Evaluation
 - Mission Statement
 - Price Product Process
 - Tuition Setting

ASYNCHRONOUS WORK – ASK THE BUSINESS MANAGER OF THE SCHOOL TO GATHER THE FOLLOWING – USING THE CURRENT BUDGET, WHAT IS ENROLLMENT, GROSS TUITION REVENUE, TOTAL ALL DISCOUNTS (FINANCIAL AID, MULTISTUDENTS, TUITION REMISSION) ALL OTHER REVENUE DIVIDED INTO TWO CATEGORIES 1. ANNUAL FUND 2. ALL OTHER REVENUE SOURCES, ALL EXPENSES (DO NOT INCLUDE DISCOUNTS, DEPRECIATION OF P&I DEBT SERVICE), P&I DEBT SERVICE PAYMENTS

SESSION 4: DECEMBER 15 10 AM PACIFIC/1 PM EASTERN (APPROX. 90 MINS)

- ISM Circle
- ISM Strategic Planning Model
 - Strategic Plan
 - Strategic Financial Plan

ASYNCHRONOUS WORK – USING ISM'S ONLINE TOOL, EVALUATE YOUR SCHOOL USING ISM'S STABILITY MARKERS. A LINK WILL BE PROVIDED.