



***Please read all items for crucial information. ***

Call for Proposals – Instructions and FAQs
2024 Fall School Law Seminar - Virtual
October 15, 16, 22, 23

Deadline: May 17, 2024

The NSBA Council of School Attorneys invites its members and guest speakers to submit proposals for our 2024 Fall School Law Seminar to be held **online** October 15, 16, 22, and 23, 2024.

The 2024 fall seminar will feature practical take-aways for school attorneys advising school districts. We ask that your proposals and your submitted materials take a practical approach. You will be asked to submit a ***practice-based executive summary*** with your slides. These summaries will be valuable resources for COSA members in the coming years.

If you haven't presented at a COSA seminar but have experience presenting at the state or national level and are knowledgeable about a particular topic area, we encourage you to submit a proposal.

Answers to frequently asked questions appear below. Please feel free to contact Sonja Trainor (strainor@nsba.org) for further information.

What do I need to know about the seminar before submitting my proposal?

The Fall School Law Seminar attracts school attorneys from across the country, including those who cannot travel to in-person conference. Since its switch to a virtual format in 2020, the seminar has drawn hundreds of attendees. These attorneys are employed by firms, by school districts, and by state school boards associations. They are an engaged, energetic, and informed audience. For the most part, our attendees have many years of experience in the school law field. They are looking for **in-depth materials and discussion, not an introduction to your subject**. Our most highly rated speakers are engaging, have extensive knowledge of their subject areas, and encourage active audience participation.

COSA applies for CLE credit in all states with a mandatory CLE requirement. This seminar will offer at least 1 hour of ethics credit and up to 12 hours of CLE in total. To ensure your session is accredited, **your materials must meet high legal education standards, including legal citations and analysis, and must be submitted on time.**

If my proposal is accepted, what materials will I be required to submit?

Because COSA seeks approval of our seminar for CLE credit, all sessions must be supported by substantive materials with legal references. COSA requires a completed presentation **questionnaire** as

well as a visual presentation such as a **power point slide deck, and practice-based executive summary of the session, including take-aways**. We also encourage you to share additional resources, such as sample agreements, checklists, flowcharts, etc. Your materials must be submitted in final, edited and proofed form. We will not do significant editing or proofreading before publication. COSA reserves the right to withdraw an invitation to present at the seminar if materials are not received in a timely fashion or are inappropriate for publication.

If my proposal is accepted, which of my expenses does COSA cover?

COSA offers one speaker for each session a complimentary registration for the full seminar.

May I submit my name and speaking resume, rather than a formal proposal?

Yes. You may submit a resume listing areas of expertise, prior speaking experience, and references. Speaker resumes may be used by the Committee to fill speaking slots at the Fall or Spring School Law Seminars and will be retained by COSA. Future seminar committees and COSA staff may refer to resumes to fill other speaking opportunities.

If you would like to be considered in this manner, please send your speaking resume to Sonja Trainor at strainor@nsba.org.

What is the proposal/speaker approval process?

Please use the attached Session Proposal form to submit a proposal for a specific session.

All proposals/resumes received by **May 17, 2024** will be evaluated by the seminar planning committee. Each firm or organization may submit up to three (3) proposals. The committee will make every effort to contact invited presenters by mid-June.

The committee vets speakers with state school boards associations and gives preference to speakers with significant success presenting to attorneys at the state and/or national level. New speakers are encouraged to submit a proposal, as the Committee is always looking for new dynamic and engaging speakers to include in the program. New speakers, please provide a reference to serve as an endorsement of your presentation skills.

What topics would the seminar committee like to see on the program?

The seminar committee encourages proposals for sessions that address current and relevant school law issues in an **in-depth and interactive** manner. Please submit proposals on topics that you know well, and have experience addressing with school board clients, even if the topic does not appear in the list below. We are open to any topic that is of interest and current relevance to public schools.

Below are topic suggestions by theme. This list is not exhaustive; rather, we encourage you to submit a proposal for one of these topics or others that you believe would be relevant and timely for school attorneys. **The topics listed below are very broad, providing general issues the committee is interested**

in including in the program. Session proposals should be more focused, addressing narrow aspects of an issue in an in-depth manner.

- **Hot Topics**
 - Parent rights at school – latest caselaw
 - Social Media use after *Lindke/O’Conner-Ratcliff*
 - Title IX new regulations
- **Administrative hearings/third party investigations**
 - How to respond to an administrative complaint and prepare for/present the hearing, including ethics, privilege issues
 - How to advise school districts under investigation by third parties (OCR, safety commission), including privilege, conflicts, overlap with other pending litigation
- **First Amendment** example topics
 - Ramifications of book/curriculum challenge legislation enacted by many states and how to advise clients
 - Religion – accommodation requests, curriculum/media center objections or opt-outs, religious practices
 - Social media activity – board members, employees, students
- **Students with Disabilities and Student Civil Rights** example topics
 - Compensatory education for pandemic-related loss
 - Section 504/IDEA overlap
 - Mental health eligibility under Section 504 and IDEA
 - Title IX – advising clients on the new regulations, basics, how to navigate changes in federal law and conflict with state laws. Example – transgender student rights including overnight trips
 - Boundaries between students and staff – mental health issues, violation of AU policies, redirecting students to resources.
- **Employment and Collective Bargaining** example topics
 - Staff leave ~ best practices
 - New overtime regulations
 - Boundaries between students and staff – mental health issues, violation of AU policies, redirecting students to resources.
- **School Board Governance** example topics
 - School district social media activity
 - Legal issues associated with a board member acting individually rather than with the body. Examples are seeking employee contact, requesting documents, seeking access to facilities, suing other board members or the board as a whole
- **Ethics** example topics
 - Ethical questions unique to public bodies/school districts – Who’s the client?
 - Role of the lawyer in the district – in house, firm, state counsel

What are the proposal and speaker resume evaluation criteria? **IMPORTANT!**

The Committee will evaluate proposals and speaker resumes based on the following criteria:

- Presenter demonstrates how materials will engage attendees.
- Presenter demonstrates creativity and innovation in both the format and the content of the session.
- Topic is of high interest and relevance to school attorneys and addresses the needs of the experienced school law practitioner or the attorney new to the practice of school law.
- Presenter provides references for prior speaking experience. The Committee will give preference to speakers with strong references from his or her state school boards association.
- Proposal gives a clear, concise picture of what the session will include.
- Session objectives are clear and can be met realistically in the time allowed.
- Presentation will provide solid, practical “how-to” information such as a sample policy or procedural check list.
- Program is not wholly based on state law but is national in scope.

PLEASE COMPLETE THE ATTACHED PROPOSAL FORM



NSBA Council of School Attorneys
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SESSION PROPOSAL

SUBMIT TO: STRAINOR@NSBA.ORG ON OR BEFORE FRIDAY, MAY 17, 2024

*Contact Information **

Name of Primary Presenter/Session Leader: _____

Law Firm/Organization: _____

Mailing Address: _____

City, State, Zip Code: _____

Phone Number: _____ E-Mail: _____

Website: _____

Other Presenters and their Law Firm/Organization:

Attach bio or background information for each presenter or provide web link to bio.

***Session Information:** All sessions are 60 minutes and must include a course presentation and supporting documentation to be distributed to seminar attendees.*

Proposed title of presentation/session:

50-word synopsis of session (to be used in promotional materials):

Learning Objectives and (3) takeaways for attorneys:

Session form and practical “tool” you will provide (e.g. Q&A, Fact Scenarios, Sample policy, procedural check list, etc.)?

Additional information (***Required***)– You may attach up to two pages of supporting information to include a description of narrower issues and the value of this information to the practice of school law. Please include legal citations.

Please list below or attach your recent state and national-level presentations to attorneys.

Proposal deadline: **Friday, May 17, 2024**– Send to: **Sonja Trainor**,
strainor@nsba.org. Call Sonja Trainor at 703-838-6155 with questions about proposal submissions.
