

# Policy Connection

DECEMBER 2010

KSBA on the Web: [www.ksba.org](http://www.ksba.org)

Dara Bass and Steve Wilson,  
editors

## AMERICAN HEART ASSOCIATION ANNOUNCES NEW CPR GUIDELINES

On Oct. 22, 2010, the American Heart Association announced new CPR guidelines that may affect automated electronic defibrillator (AED) procedures. The change revamps the old training - airway-breathing-compressions - which called for rescuers to give two breaths first and alternate with 30 presses. The new guidelines advise rescuers to start with hard, fast chest presses before giving mouth-to-mouth. The KSBA policy staff is reviewing procedures for any changes that may be needed as part of the 2011 update. Districts with AED's may want to contact the manufacturer of their machines for updated guidelines.

— *Procedure Reference 05.4 AP.1*

## KEY ENERGY MANAGEMENT QUESTIONS FOR BOARD MEMBERS

To date, districts with energy managers funded by the School Energy Managers Project have initiated actions producing statewide energy cost avoidance at a rate of just over \$1 million annually. In implementing newly adopted Policy 05.23, each energy manager may be at a different stage of implementation. Nonetheless, board members should ask if their district's energy manager has identified immediate savings. The board also should ask the status of the formation of a district energy team, whether individual school and student energy teams have been established, and about the energy manager's future plans for saving more money. Examples of immediate savings should include utility billing errors, such as being on the wrong rate or inappropriate state taxation; resetting building automation systems; replacing inefficient lighting; and computer management. For additional policy implementation information, be sure to contact the School Energy Management Project staff at KSBA.

— *Procedure Reference 05.23*

## POLICY Q & A

**Q.** According to statute, when should a newly elected board member take the oath of office?

**A.** KRS 62.010 states: (1) No officer shall enter upon the duties of his office until he takes the oath required of him by law. (2) Each person elected to an office shall take the oath of office on or before the day the term of office to which he has been elected begins,

except in years where the first Monday in January falls upon January 1. In years where the first Monday falls upon January 1, no penalty shall be applied to any officer that fails to take the oath of office, so long as the oath of office is taken within thirty (30) days of the first Monday of January (3) Each person appointed to an office shall take the oath of office within thirty (30) days after he receives notice of his appointment.

## MARK YOUR CALENDARS NOW!

Attention, administrative assistants! Soon it will be time to register for our next KOSAA meeting. This year's theme will be "Administrative Assistants - The Heart of the District."

WHAT: 6th Annual KOSAA Winter Conference

WHEN: Friday, Feb. 4, 2011 (9 a.m. - 3 p.m.)

WHERE: 2011 KSBA Annual Conference, Galt House East, Louisville

WHAT: Topics include: New Superintendent Evaluation Process, Personnel File Confidentiality Tips, School-Community Disaster Response, and Ways to Recognize Your Board Members

HOW: In late December/early January, please check your mail and/or the KSBA web site ([www.ksba.org](http://www.ksba.org)) for registration information.

Plan to join us for another informative and enjoyable gathering!

Lunch will be included with registration, and you will have the option of inviting your superintendent, board members or other guests for an additional charge.

## UPDATE ON THE UPDATE

We are pleased to report that as of Nov. 11, 170 boards completed their annual policy update. If yours is one of the few districts that has not completed the update and you have questions, please contact your KSBA consultant.

— *Policy/Procedure Reference 01.5*

## STATE MILEAGE RATE UPDATE

If your district reimburses for mileage at the state rate the reimbursement rate is 43 cents a mile through Dec. 31. That rate can be reviewed quarterly via this link:

<http://finance.ky.gov/NR/rdonlyres/2E4CC6EB-C09F-42C9-8BAA-4F3E49ACE0CD/0/Mileagerate-forwebsite0920.pdf>

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260 Democrat Drive • Frankfort, KY 40601

800-372-2962 • [www.ksba.org](http://www.ksba.org)

Delmar Mahan, Whitley County, President • Tom Blankenship, Lincoln County, President elect • Bill Scott, Executive Director

## WELCOME, NEW POLICY SERVICE MEMBERS!

Online Manual Service – Anchorage Independent and Powell County boards of education

eMeeting Service – Bellevue Independent, Christian County and McCreary County boards of education

### COMING ATTRACTIONS IN 2011

#### Council eMeeting Service

KSBA is proud to announce a new eMeeting service for school councils to be launched in January. Through this service, school councils also will have the opportunity to save on paper, time and money by utilizing a virtually paperless meeting service at affordable rates. Councils in districts where the board is an eMeeting subscriber will have the first opportunity to take advantage of this new service. KSBA staff will provide training and set-up for school staff and council members, including information on complying with the Open Meetings and Open Records Acts.

#### Coaches' Handbook Service

Also in January, KSBA will be launching a handbook service that can better enable districts to communicate board policy and personnel information to athletics program personnel. This customized handbook can serve as a tool to bridge the gap between policy, practice and the bylaws of the KHSAA, while promoting consistency within the district athletics program. For more information about this service, contact your district's policy consultant.

#### Staff Contacts:

Dara Bass, ext 1220

Carol Ann Jehnsen, ext. 1221

\*Kim Barker, ext. 1223

Janet Jeanes, ext. 1217

\*Katrina Kinman, ext. 1219

Steve Wilson, ext. 1216

\* *eMeeting contacts*

On Feb. 5, be sure to attend the Annual Conference session, "Get on Board with eMeeting" that will feature a mock board eMeeting by the Boyd County Board of Education and comments from a member of a council piloting the Council eMeeting Service.

### Your online connection

If you receive a paper edition of this newsletter, but would prefer to get it only via e-mail, please send your request to Dara Bass ([dara.bass@ksba.org](mailto:dara.bass@ksba.org)), along with your school district and position (employee, board member, etc.). We appreciate your helping KSBA save printing and mailing costs.

260 Democrat Dr.  
Frankfort, KY 40601

