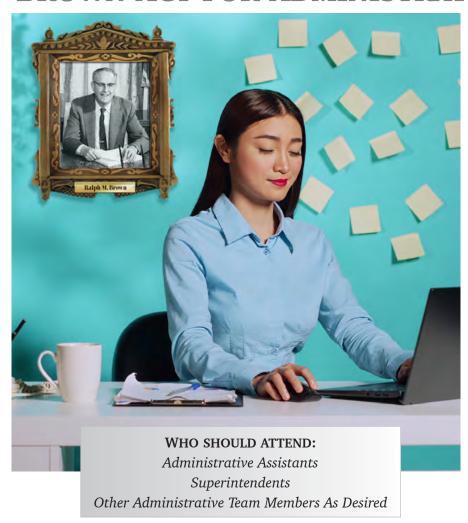


REGISTRATION

BROWN ACT FOR ADMINISTRATIVE ASSISTANTS



December 7, 2023 • 9:00 – 11:30 a.m. Kern County Superintendent of Schools 1300 17th Street - City Centre, Room 1A Bakersfield, CA 93301

This workshop is BYOS*

In this workshop, participants will review:

- Brown Act Philosophy Why Oh Why?
- Agenda Nuts and Bolts
- Running the Meeting
- Closed Sessions
- What About the Minutes?
- What Can Go Wrong?

Inspired by the spirit of Ralph M. Brown, this workshop provides an opportunity for administrative assistants and their superintendents to refresh and hone their Brown Act skills as a team. A Zoom meeting option will be offered. Seating is limited. Please indicate whether in-person or via Zoom. Snacks provided.

Please submit any questions you would like to be covered by December 1, 2023.

*Bring Your Own Superintendent

SEATING IS LIMITED. PLEASE RETURN BY DECEMBER 1, 2023.

No cost to Schools Legal Service JPA members. Non-JPA members \$60 each.

	IN PERSON ZOOM		IN PERSON ZOOM
NAME OF PARTICIPANT		NAME OF PARTICIPANT	
	IN PERSON ZOOM		IN PERSON ZOOM
NAME OF PARTICIPANT		NAME OF PARTICIPANT	
	IN PERSON ZOOM		IN PERSON ZOOM
NAME OF PARTICIPANT		NAME OF PARTICIPANT	

DISTRICT OR ENTITY

Non-JPA Members @ \$60.00 each \$

Please complete the form and return with payment to: Schools Legal Service Attn: Cathy Rother PO Box 2445 Bakersfield, CA 93303 or FAX: (661) 636-4843

For more information: Phone: (661) 636-4830 E-mail: sls@kern.org www.schoolslegalservice.org