National School Boards Association
State Association and School Board Leadership Services

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Mandated Training for School Board Members - Last Updated 10-2012

	Does state mandate training for school bd. members?		Which entities are allowed to provide training?			Who is required to receive the training?		
State	**Yes**	**No**	**State School Boards Association**	**Other Approved Providers**	**List "Other Approved Providers"**	**New School Board Members Only**	**All School Bd. Members**	**Does the training include any mandated topics?**
Alabama	x		x	x	Proposed: Non-AASB providers would have to get approval in advance.		X	Yes -- Governance standards, roles & responsibilities, and student/school performance standards.
Alaska		X						
Arizona		X						
Arkansas	X		X	X	Any other provider may seek approval for a training from the Department of Education.		X	Yes -- duties and responsibilities of board members, school finance
California		X						
Colorado		X						
Connecticut		X						
Delaware	X			X	DOE (and they request DSBA's assistance and support)		X	Yes -- 1. Financial Training 2. Training for the Delaware Performance Appraisal System (for evaluating the superintendent)
Florida		X						
Georgia	X		X	X			X	Yes -- New board members must have training in school finance and Superintendent Evaluation. Veteran BOE members must get 6 hours of training, but no particular topic is required.
Idaho		X						
Illinois	X		X	X	Other providers approved by the Illinois State Board of Education in consultation with IASB		X	Yes -- Education and labor law, financial oversight & accountability, fiduciary responsibilities, and Open Meetings Act provisions.
Indiana		X						
Iowa		X						
Kansas		X						

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	Yes	No	State School Boards Association	Other Approved Providers	List "Other Approved Providers"	New School Board Members Only	All School Bd. Members	Does the training include any mandated topics?
Kentucky	X		X	X	Boards may receive training from any sources they choose.		X	No
Louisiana	X		X	X			X	Yes -- governance, curriculum, trends in education, open meetings, public records
Maine	X		X	X	Other associations who represent municipal officials, who are also subject to the mandate. School Law		X	Yes -- Freedom of Access laws (the only requirement)
Maryland		X						
Massachusett	X		X	X	Others approved by the Commissioner after consulting with MASC	X		Yes -- leadership, roles and responsibilities, collective bargaining, finance , open meeting and public records law, ethics statues and conflict of interest laws, collective bargaining
Michigan		X						
Minnesota	X		X			X		Yes -- school finance and management
Mississippi	X		X				X	No
Missouri	X		X	X		X		Yes -- governance roles, board-supt. relationship, school law, finance, goal-setting, policy
Montana		X						
Nebraska		X						
Nevada		X						
New Hampshire		X						

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	Yes	No	State School Boards Association	Other Approved Providers	List "Other Approved Providers"	New School Board Members Only	All School Bd. Members	
New Jersey	X		X				X	Yes -- Orientation: The School Ethics Act, roles and responsibilities, superintendent evaluation; Second and Third Years: Governance; Re-elected or Re-appointed: School Law Update.
New Mexico	X		X	X	State Public Education Department and others as approved by NMSBA		X	Yes -- training that explains state public education department rules, policies and procedures, statutory powers and duties of local school boards, legal concepts pertaining to public schools, finance and budget and other matters deemed relevant by the department.
New York	X		X	X		X		Yes -- New York State has 12 hours of mandatory training for all newly elected board members: 6 on fiscal accountability and 6 on all other duties of board members. We offer this training at regional workshops and also through an online course.
North Carolin	X		X	X	Any other group deemed appropriate by the local board		X	Yes -- training shall include but not be limited to public school law, finance, and duties/responsibilities of local boards of education.
North Dakota	X		X			X		Yes -- 1. Role of a school board member. 2. The duties of a school board. 3. Education finance
Ohio		X						
Oklahoma	X		X	X	State department		X	Yes -- For new: school finance, Open Meeting/Open Records Act, new laws impacting education, ethics, duties, responsibilities of board members, legal issues impacting local school districts, school employment and due process law, IDEA instruction, other education issues.
Oregon		X						
Pennsylvania		X						
Rhode Island		X						
South Carolir	X		X			X		Yes -- Roles, legal, superintendent relations, procedures, budget, employee relations
South Dakota		X						

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	Yes	No	State School Boards Association	Other Approved Providers	List "Other Approved Providers"	New School Board Members Only	All School Bd. Members	
Tennessee	X		X				X	Yes -- board/superintendent relations, advocacy, board policy and operations, vision, finance
Texas	X		X	X			X	Yes -- education code update after legislative sessions; team-building each year with supt., 3 hours; Open Meetings Act, 1 hour, soon after election.
Utah		X						
Vermont		X						
Virginia	X		X	X	Miscellaneous educational organizations		X	Yes. 1. Personnel, policies and pracitces, 2. Curriculum and instruction, 3. Use of data in planning and decision-making, 4. Current issues in education
Washington		X						
West Virginia	X		X	X	Alternate providers have included RESAs, state Dept. of Education bureaus, NSBA, and others which the West Virginia County Board Member Training Standards Review Committee has approved.		X	The statute cites two broad training areas: boardsmanship and "governance effectiveness." Training topics within those broad categories include policy, governance, school law, school finance, community relations, emergent education issues, etc.
Wisconsin		X						
Wyoming		X						
	23	**26**	**21**	**16**		**6**	**16**	

State	Training Requirements	How is mandated training for school board members funded in your state?		
		Funded by State	Funded by Local School District	Other
Alabama	Proposed: New board members would take an orientation composed of specified topics (generally 12 hours long); all members would have to get at least 6 hours of training annually; two hours of which must be a full board interactive session.		X	AASB, via a grant from the Alabama Dept. of Ed., is sub-sidizing develop-mentof online training program.
Alaska				
Arizona				
Arkansas	Newly elected board members have 15 months to acquire 9 hours of training. Incumbent board members must receive 6 hours per year thereafter. It is the responsibility of the local districts to keep the information, based on certificates presented by the trainers. We keep all information on hours earned from ASBA and periodically issue reports to the districts. The information is part of each district's annual report to its patrons.		X	ASBA provides some training without cost to members.
California				
Colorado				
Connecticut				
Delaware	The two mandated training components are one-time requirements for all board members. All other training is voluntary.		X	The two mandated components are funded by the state.
Florida				
Georgia	New Board Members -- 12 hours within first year; veteran members required to get 6 hours per year.		X	
Idaho				
Illinois	A minimum of 4 hours of professional development leadership training; training on Performance Evaluation Reform Act evaluations (for certain board members); Open Meetings Act general applicability, procedures and legal requirements. All board members must take open meetings training; only board members taking office after the legislation's effective date must take professional development training.			
Indiana				
Iowa				
Kansas				

State	Training Requirements	How is mandated training for school board members funded in your state?		
		Funded by State	Funded by Local School District	Other
Kentucky	Board members with 0-3 years of service are required to receive 12 hours of training a year, 8 of which must be received through the Kentucky School Boards Association. Members with 4 - 7 years of experience are required to receive 8 hours a year (through any source they choose) and members with 8 years of experience or more must receive 4 hours of training a year (through any source they choose). KSBA is the "official record keeper" of this information and presents a report each spring to the Kentucky State Board of Education.		X	
Louisiana	6 hours per year for all		X	
Maine	Two hours of training on the details of the Maine Freedom of Access statues, once during each term of office.		X	
Maryland				
Massachuset	8 hours delivered by MASC; all state and municipal employees must now take an online "test" on ethics/conflict of interest.			Member Service - we are prohibited from charging individual members.
Michigan				
Minnesota	Minnesota Statute 123B.09, subdivision 2 provides as follows: "School Board Member Training. A member shall receive training in school finance and management developed in consultation with the Minnesota School Boards Association and consistent with section 127A.19. The school boards association must make available to each newly elected school board member training in school finance and management consistent with section 127A.19 within 180 days of that member taking office. The program shall be developed in consultation with the department and appropriate representatives of higher education." Minnesota Statute 127A.19 which is referenced twice in this law refers to the obligation of the department of education to make available to school districts and individual school sites assistance and training in financial management including such topics as financial reporting, accounting and financial operations, long-term financial planning, district and school level expenditure and revenue budgeting, capital budget planning, and the development of a model reporting system for school sites for resource use and outcome achievement.		X	
Mississippi	New Board Members --12 hours within the first 6 months of service. Other board members -- 6 hours yearly. Board members in low performing school districts -- additional 6 hours in "Improving Student Outcomes." Board members in districts with financial problems -- additional 6 hours in school finance. MSBA provides all training by .			Joint effort--some state funding, some local funding
Missouri	16 hours of instruction for all newly elected or appointed board members within one year of election or appointment.	X		
Montana				
Nebraska				
Nevada				
New Hampsh				

State	Training Requirements	How is mandated training for school board members funded in your state? Funded by State	Funded by Local School District	Other
New Jersey	Orientation: one-day or weekend option; Second and Third Year and Re-elected or Re-appointed: 2-hour orientation: in-person; One-day: Lecture; Weekend: Lecture, breakout groups, and clinics		X	
New Mexico	The current training required in New Mexico is five hours per year. Training is provided by the NM Public Education Department or New Mexico School Boards Association or any other entity approved by both NMPED and NMSBA. Training levels are either basic or advanced.		X	
New York	See previous comments. Twelve hours of training is required. Board members only need to take this training once.		X	
North Carolin	12 clock hours annually		X	
North Dakota	Training takes place over one day. There is a seminar for new board members and one for experienced board members.		X	
Ohio				
Oklahoma	12 hours within 15 months of election in subjects listed previously, then 15 hours of continuing ed. Incumbents: 6 hours within 15 months of election in areas listed previously and additional continuing ed of 15 hours. We do have a few districts that have 4-year terms of office, and they only need to get 12 hours of continuing ed. The hole in our law is that appointed members do not have to have any prof dev. Neither do charter board members. This presents problems sometimes. Hours are tracked by the state dept. Career tech board member hours are kept by the state dept. of career tech.		X	We offer some training through a state grant also.
Oregon				
Pennsylvania				
Rhode Island				
South Carolir	Six hours for new board members			Combination of local and state
South Dakota				

State	Training Requirements	How is mandated training for school board members funded in your state? Funded by State	Funded by Local School District	Other
Tennessee	New board members in their first year of service attend a two-day orientation (14 hours) and one core module (7 hours). Veteran board members attend one module annually.	X		
Texas				Any cost is carried in the school district budget as an expense; state or local funds could be used; some training can be found without charge.
Utah				
Vermont				
Virginia	"Each local school board shall require its members to participate annually in high-quality professional development activities at the state, local or national levels on governance, including but not limited to, personnel, policies and practices, curriculum and instruction, use of data in planning and decision-making, and current issues in education as part of their service on the local board."		X	
Washington				
West Virginia	For new school board members, orientation is required prior to assuming office. For all county school board members, seven clock hours of training is required annually.	X	X	For WVA, it is all of the above, including proceeds form various grants from corporate and governmental sources.
Wisconsin				
Wyoming				
		3	**15**	**7**

	What type of fee structure is used to pay for the training?			Is an enforcement provision built into the law for mandated training?		If yes, what happens to boards/members who don't comply with the training requirements?
State	**Flat Fee**	**Per Hour**	**Other**	**Yes**	**No**	
Alabama	X					Any member who fails to meet mandated requirements will be suject to disqualification from eligibility for future appointment, reappointment, or election to any local board of education in the state.
Alaska				**X**		
Arizona						
Arkansas		X		X		School districts must list in their annual reports the number of training hours received by each board member.
California						
Colorado						
Connecticut						
Delaware	X				X	
Florida						
Georgia	X			X		Letter from DOE is sent to district informing superintendent that the BOE member did not get training.
Idaho						
Illinois						School districts must post on their websites the names of all board members who have successfully completed the training.
Indiana						
Iowa						
Kansas						

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State	**Flat Fee**	**Per Hour**	**Other**	**Yes**	**No**	
Kentucky		X		X		The Kentucky state board of education has the option to remove a board member if they do not comply with the training hour mandate.
Louisiana	X			X		Member names are listed on LSBA web site for public examination.
Maine			Maine School Management Assoc. provides it as part of dues, or it is included in		X	
Maryland						
Massachusett			We charge up to $25 for food - always optional.		X	Certificate of Attendance is provided to local city and town clerk. No sanctions apply for non-attendees, which is unusual for a state with an otherwise punitive culture. There is, however, political fallout for candidates who are attacked by opponents for not attending. Seats have been lost over this issue. No one goes to school board jail, however.
Michigan						
Minnesota	X				X	
Mississippi	X			X		Removed from office by the Attorney General.
Missouri			State grant		X	
Montana						
Nebraska						
Nevada						
New Hampsh						

	What type of fee structure is used to pay for the training?			Is an enforcement provision built into the law for mandated training?		If yes, what happens to boards/members who don't comply with the training requirements?
State	**Flat Fee**	**Per Hour**	**Other**	**Yes**	**No**	
New Jersey	X			X		The State Ethics Commission can recommend suspension or removal from the board. The Commissioner of Education makes the final decision.
New Mexico			Training is provided at all conferences with fees included in conference registration.	X		Board members who attend the required number of hours (5) will be reported as setting standards in the School District Report Card issued by the State Department of Education. Those who receive twenty (20) hours or more, will be reported as exemplary. As per state law, those board members who fail to attend five (5) hours will be reported in the School District Report Card as having failed to meet standards.
New York	X				X	New York State board members are required to take an oath of office and faithfully discharge the duties and uphold the law. The Commissioner of Education may remove a member for non-compliance.
North Carolin			Per event		X	
North Dakota	X				X	
Ohio						
Oklahoma			Flat fee combined with specialized fees for specific training in district.	X		If a new member does not get the 12 hours within 15 months of election, their seat is declared vacant. If a member does not get the hours within the term, they are not eligible for re-election.
Oregon						
Pennsylvania						
Rhode Island						
South Carolir	X				X	
South Dakota						

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State	**Flat Fee**	**Per Hour**	**Other**	**Yes**	**No**	
Tennessee			State contracts with TSBA to conduct the training. We have a contract with them, and we charge them per hour for the presenting/development of material, costs of notebooks, meals, etc.	X		If board members do not comply, the Commissioner of Education can remove them from office.
Texas			Some fees are flat fees, some are hourly, some can be negotiated. It depends on the provider, the amount of time of training, and other variables.	X		Annually, at the meeting at which the call for board member elections is scheduled, the board president shall announce the name of each board member who has completed the required continuing education, who has exceeded the required hours of continuing education, and who is deficient in completing the required training. The meeting minutes will reflect this information and the information shall be made available to the local media.
Utah						
Vermont						
Virginia	X			X		The superintendent is required to certify that the board met the training requirement each year in the Superintendent's Annual Report to the State Department of Education. Technically the state Attorney General's office could initiate removal, but that has never happened.
Washington						
West Virginia	X	X	Both are applicable.	X		Non-compliant persons face removal from office, based on "neglect of duty" as defined by statute. The process, while cumbersome and never having been utilized for this purpose, involves a series a hearings before a tribunal of three circuit judges appointed by the state Supreme Court of Appeals.
Wisconsin						
Wyoming						
	11	**3**	**9**	**12**	**9**	