



Mandated Training for Local School Board Members Survey -- Last Updated February 2010
 (45 responding state associations)

State	Does state mandate training for local school bd. members?		Which entities are allowed to provide the training?		
	Yes	No	State School Boards Association	Other Approved Providers	"Other Approved Providers" Listed
Alaska		X			
Arizona		X			
Arkansas	X		X	X	Any other provider may seek approval for a training from the Department of Education.
California		X			
Colorado		X			
Connecticut		X			
Delaware	X			X	DOE (and they request DSBA's assistance and support)
Georgia	X		X	X	
Idaho		X			
Illinois		X			
Indiana		X			
Iowa		X			
Kansas		X			
Kentucky	X		X	X	Boards may receive training from any sources they choose.
Louisiana	X		X	X	
Maine	X		X	X	Other associations who represent municipal officials, who are also subject to the mandate. School Law firms also do.
Maryland		X			
Massachusetts	X		X	X	Others approved by the Commissioner after consulting with MASC
Michigan		X			

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	Yes	No	State School Boards Association	Other Approved Providers	"Other Approved Providers" Listed
Minnesota	X		X		
Mississippi	X		X		
Missouri	X		X	X	
Montana		X			
Nebraska		X			
New Hampshire		X			
New Jersey	X		X		
New Mexico	X		X	X	State Public Education Department and others as approved by NMSBA
New York	X		X	X	
North Carolina	X		X	X	Any other group deemed appropriate by the local board
North Dakota	X		X		
Ohio		X			
Oklahoma	X		X	X	State department
Oregon		X			
Pennsylvania		X			
Rhode Island		X			
South Carolina	X		X		
South Dakota		X			
Tennessee	X		X		

State	Does state mandate training for local school bd. members?		Which entities are allowed to provide the training?		
	Yes	No	State School Boards Association	Other Approved Providers	"Other Approved Providers" Listed
Texas	X		X	X	
Utah		X			
Vermont		X			
Virginia	X		X	X	Miscellaneous educational organizations
Washington		X			
Wisconsin		X			
Wyoming		X			
	20	25	19	14	

Who is required to receive the training?

State	New School Board Members Only	New and Veteran School Bd. Members	Does the training include any mandated topics?
Alaska			
Arizona			
Arkansas		X	Yes -- duties and responsibilities of board members, school finance
California			
Colorado			
Connecticut			
Delaware		X	Yes -- 1. Financial Training 2. Training for the Delaware Performance Appraisal System (for evaluating the superintendent)
Georgia		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			
Illinois			
Indiana			
Iowa			
Kansas			
Kentucky		X	No
Louisiana		X	Yes -- governance, curriculum, trends in education, open meetings, public records
Maine		X	Yes -- Freedom of Access laws (the only requirement)
Maryland			
Massachusetts	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			

Who is required to receive the training?

State	New School Board Members Only	New and Veteran School Bd. Members	Does the training include any mandated topics?
Minnesota	X		Yes -- school finance and management
Mississippi		X	No
Missouri	X		Yes -- governance roles, board-supt. relationship, school law, finance, goal-setting, policy
Montana			
Nebraska			
New Hampshire			
New Jersey		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	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		Yes -- New York State has 6 hours of mandatory fiscal oversight training for all newly elected board members. This legislations was passed in 2005 and is referred to as the Five Point Plan. We offer this training at regional workshops and also through an online course. There has been recent proposed legislation for additional governance training for school board members but to date no additional mandatory training hours have been approved by state legislature.
North Carolina		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		Yes -- 1. Role of a school board member. 2. The duties of a school board. 3. Education finance
Ohio			
Oklahoma		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			
Pennsylvania			
Rhode Island			
South Carolina	X		Yes -- Roles, legal, superintendent relations, procedures, budget, employee relations
South Dakota			
Tennessee		X	Yes -- board/superintendent relations, advocacy, board policy and operations, vision, finance

Who is required to receive the training?

State	New School Board Members Only	New and Veteran School Bd. Members	Does the training include any mandated topics?
Texas		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			
Vermont			
Virginia		X	Yes -- 1. personnel 2. curriculum 3. current issues in education
Washington			
Wisconsin			
Wyoming			
	6	14	

Training Requirements

State	
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.
California	
Colorado	
Connecticut	
Delaware	The two mandated training components are one-time requirements for all board members. All other training is voluntary.
Georgia	New Board Members -- 12 hours within first year; veteran members required to get 6 hours per year.
Idaho	
Illinois	
Indiana	
Iowa	
Kansas	
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.
Louisiana	6 hours per year for all
Maine	Two hours of training on the details of the Maine Freedom of Access statutes, once during each term of office.
Maryland	
Massachusetts	8 hours delivered by MASC; all state and municipal employees must now take an online "test" on ethics/conflict of interest.
Michigan	

Training Requirements

State	
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.
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 law.
Missouri	16 hours of instruction for all newly elected or appointed board members within one year of election or appointment.
Montana	
Nebraska	
New Hampshire	
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
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.
New York	See previous comments. Six hours of training is required. Board members only need to take this training once.
North Carolina	12 clock hours annually
North Dakota	Training takes place over one day. There is a seminar for new board members and one for experienced board members.
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.
Oregon	
Pennsylvania	
Rhode Island	
South Carolina	Six hours for new board members
South Dakota	
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.

Training Requirements

State

Texas

Utah

Vermont

Virginia

"Effective July 1, 1988, each local school board shall require its members to participate annually in in-service programs on personnel, curriculum and current issues in education as part of their service on the local board."

Washington

Wisconsin

Wyoming

State	How is training for local school board members funded in your state?			What type of fee structure is used to pay for the training?		
	Funded by State	Local School District	Other	Flat Fee	Per Hour	Other
Alaska						
Arizona						
Arkansas		X	ASBA provides some training without cost to members.		X	
California						
Colorado						
Connecticut						
Delaware		X	The two mandated components are funded by the state.	X		
Georgia		X		X		
Idaho						
Illinois						
Indiana						
Iowa						
Kansas						
Kentucky		X			X	
Louisiana		X		X		
Maine		X				Maine School Management Assoc. provides it as part of dues, or it is included in conference registration.
Maryland						
Massachusetts			Member Service - we are prohibited from charging individual members.			We charge up to \$25 for food - always optional.
Michigan						

State	How is training for local school board members funded in your state?			What type of fee structure is used to pay for the training?		
	Funded by State	Local School District	Other	Flat Fee	Per Hour	Other
Minnesota		X		X		
Mississippi			Joint effort--some state funding, some local funding	X		
Missouri	X					State grant
Montana						
Nebraska						
New Hampshire						
New Jersey		X		X		
New Mexico		X				Training is provided at all conferences with fees included in conference registration.
New York		X		X		
North Carolina		X				Per event
North Dakota		X		X		
Ohio						
Oklahoma		X	We offer some training through a state grant also.			Flat fee combined with specialized fees for specific training in district.
Oregon						
Pennsylvania						
Rhode Island						
South Carolina			Combination of local and state	X		
South Dakota						
Tennessee	X					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.

State	How is training for local school board members funded in your state?			What type of fee structure is used to pay for the training?		
	Funded by State	Local School District	Other	Flat Fee	Per Hour	Other
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.			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.
Utah						
Vermont						
Virginia		X		X		
Washington						
Wisconsin						
Wyoming	2	14	7	10	2	8

**Is an enforcement provision
built into the law for
mandated training?**

State	Yes	No	If yes, what happens to boards/members who don't comply with the training requirements?
Alaska			
Arizona			
Arkansas	X		School districts must list in their annual reports the number of training hours received by each board member.
California			
Colorado			
Connecticut			
Delaware		X	
Georgia	X		Letter from DOE is sent to district informing superintendent that the BOE member did not get training.
Idaho			
Illinois			
Indiana			
Iowa			
Kansas			
Kentucky	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		Member names are listed on LSBA web site for public examination.
Maine		X	
Maryland			
Massachusetts		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			

**Is an enforcement provision
built into the law for
mandated training?**

State	Yes	No	If yes, what happens to boards/members who don't comply with the training requirements?
Minnesota		X	
Mississippi	X		Removed from office by the Attorney General.
Missouri		X	
Montana			
Nebraska			
New Hampshire			
New Jersey	X		The State Ethics Commission can recommend suspension or removal from the board. The Commissioner of Education makes the final decision.
New Mexico	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	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. To date, no board member has been removed for not taking the mandatory course.
North Carolina		X	
North Dakota		X	
Ohio			
Oklahoma	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 Carolina		X	
South Dakota			
Tennessee	X		If board members do not comply, the Commissioner of Education can remove them from office.

**Is an enforcement provision
built into the law for
mandated training?**

State	Yes	No	If yes, what happens to boards/members who don't comply with the training requirements?
Texas	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		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			
Wisconsin			
Wyoming			
	11	9	