

Policy BHA: BOARD TRAINING AND DEVELOPMENT

Columbia Public Schools

Original Adopted Date: 03/03/1997 | **Last Revised Date:** 04/13/2020

Status: ADOPTED

The Board strongly believes that Board development and ongoing education on the Board's roles and responsibilities result in a stronger education institution and set a good example for district employees and students. All Board members are expected to complete legally required training and participate in additional learning opportunities throughout their years of Board service.

New Board Member Orientation

The superintendent and Board president will provide each new Board member with the training and resources necessary for the new member to understand and actively participate in Board service from the beginning. New Board members will be provided access to the district's Comprehensive School Improvement Plan, district policies, the budget and all other governing documents. In addition, new members will be provided the district's most recent Annual Performance Report, test scores and other information regarding the district's performance. The Board president and superintendent shall set aside such time as is necessary to answer any questions arising from the study of these documents and shall cooperate fully in assisting the new member to become an informed and active Board member.

Legally Required Training

Board members must successfully complete 18.5 hours of orientation and training requirements (initial training) within one year of the date of their election or appointment, as required by law. After completing this initial training, Board members must complete at least one hour of qualifying refresher training each additional year of any term in office they serve after August 28, 2019.

Board members who have completed the required initial training before August 28, 2019, are not required to attend additional initial training but are required to obtain refresher training each year they continue to serve on the Board after that date.

In accordance with law, the training must be provided by a statewide association organized for the benefit of members of boards of education or approved by the State Board of Education. The district will pay for the necessary training and travel expenses associated with this training.

Board members who fail to complete this training are in violation of state law and could impact the district's accreditation review process. For this reason, any Board member who fails to complete the required training without being excused by the Board will be removed from Board committees and will not be allowed to hold a Board office or represent the full Board as an official spokesperson or in any other capacity. In extreme circumstances where the Board member willfully refuses to complete the training, the Board may inform the public of the Board member's refusal to follow the law.

The Board recommends that any former Board member returning to Board service after a service gap of more than three years complete initial training again to remain current on information essential for good board governance.

Individual Board Training and Education

Board members are encouraged to seek out opportunities to learn by attending conferences and meetings, participating in webinars and online learning opportunities, and reading books and publications relevant to Board service. The Board will annually designate part of the annual budget for costs associated with these learning opportunities. The Board president and district superintendent may periodically recommend or

forward education opportunities to Board members.

Full Board Training

The Board will periodically designate training opportunities for the full Board and the Board strongly encourages the participation of all Board members. All Board members are encouraged to identify areas of improvement for the Board to focus on and request training that may be beneficial to the entire Board.

Board Member Expectations

Board members are expected to be good stewards of taxpayer dollars. When district funds are used to register a Board member in a conference or learning opportunity and pay for travel expenses, the Board member is expected to fully participate and may be required to provide a report to the full Board regarding the information received. If a Board member fails to attend a learning opportunity, fails to cancel a registration in time for the district to receive a full refund of expenses incurred or otherwise causes the district to incur excess fees or expenses, the Board may require the Board member to fully reimburse the district and may refuse to pay future fees or expenses on behalf of the Board member until reimbursement is received. Exceptions will be made in emergency situations.

Note: *The reader is encouraged to check the index located at the beginning of this section for other pertinent policies and to review administrative procedures and/or forms for related information.*

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State Reference

§162.091, RSMo.

§162.203, RSMo.

Description

[State Statute](#)

[State Statute](#)

Policy Reference

DLCA

JHG

Description


[TRAVEL EXPENSES](#)

[REPORTING AND INVESTIGATING CHILD ABUSE AND NEGLECT](#)

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Helen Wade
Board of Education President

ATTESTED:


Tracy Davenport
Board of Education Secretary