

## Self-Study and On-Line Resource Credit Hours

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The Kentucky School Boards Association provides each board member with options for meeting the annual training requirements as defined by **702 KAR 1:115 and KRS 156.031, 156.070, 160.180**. These include the annual conference, summer leadership institute, fall regional meetings and winter symposium. Training requirements may also be met by participating in local board/superintendent team training provided by KSBA or through other providers that have been approved by the Kentucky Department of Education as required by statute. KSBA has developed a technical assistance manual to assist providers in obtaining this approval and it can be accessed on the KSBA website ([www.ksba.org](http://www.ksba.org)).

KSBA conferences allow time for learning from school board governance experts as well as time for networking with fellow board members throughout the state. In-district training provided by KSBA is an opportunity for your board members and superintendent to become a more effective team by learning together, building positive relationships and applying training information directly to your situation.

On the exceptional occasion when board members have not been able to complete their annual training requirements at conferences or through in-district training, board members may be able to take advantage of self-study materials in the KSBA library. **It is important to note, however, that self-study materials are limited and training credit will only be awarded once for each module over the entire length of board member service.** KSBA cannot guarantee that modules will be available so it is imperative for members to monitor their board hour needs closely throughout the year.

### **Two Options for Self-Study Materials:**

#### **Paper Version:**

After completion of the paper version of self-study material, board members will be asked to complete a brief assessment and submit documentation to KSBA certifying that the materials have been studied for a minimum of the indicated hour(s). A fee of \$50 per credit hour will be billed directly to the school district upon receipt of the completed assessment.

If you have questions regarding the paper self-study options or your board member training requirements, please contact Tammie Conatser at the KSBA office by phone at 800-372-2962 ext. 1100 or email at [tammie.conatser@ksba.org](mailto:tammie.conatser@ksba.org).

#### **Online Version:**

After completion of the on-line session, an email notification of completion will be sent directly to the KSBA office and no further action will be required from you. A fee of \$50 per credit hour will be billed directly to the school district upon receipt of the email notification of completion.

If you have questions regarding the on-line sessions or your board member training requirements, please contact Shannon Robinson at the KSBA office by phone at 800-372-2962 ext. 1248 or direct line of 502/783-1099 or email at [shannon.robinson@ksba.org](mailto:shannon.robinson@ksba.org).

Name of Person Requesting Self Study: \_\_\_\_\_

Name of Board Member: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

School District: \_\_\_\_\_

*Board Team  
Development  
Self-Study Order Form*

*Paper Options*

Please be aware that each self-study module may only be completed for credit one time during a board member's career. Once credit has been earned, that module is not available to that member again. Information regarding credit that has already been received can be found on your board training report.

Title of Paper Self-Study Options	Credit Hours	Fee	Please Mark "x" for the ones you are selecting
KSBA School Board Leadership Guide	2.5	Free	
Black and White and Grey of School Board Member Ethics (meets annual ethics training requirement) (charter approved – Topics: Ethics and Conflict of Interest)	1	\$50	
Social Media, School Leaders & Ethics (meets toward annual ethics training requirement) (charter approved – Topics: Ethics and Conflict of Interest)	1	\$50	
Grant Funding, Labor Costs, and Finance Reporting (counts toward annual finance training requirement)	.50	\$40	
Fundamental Finance (counts toward annual finance training requirement)	1	\$50	
The District Finance Report Card (counts toward annual finance training requirement)	1	\$50	
Model Procurement for School Districts (counts toward annual finance training requirement)	.50	\$40	
Nickel Facts (counts toward annual finance training requirement)	.50	\$40	
State Education Funding (counts toward annual finance training requirement)	.50	\$40	
Superintendent Evaluation (meets annual superintendent eval. training requirement)	1	\$50	
The Board & the New Superintendent Evaluation Process (meets annual superintendent eval. training requirement)	1	\$50	
Parliamentary Procedures for School Boards	1	\$50	
Superintendent and their Boards	1	\$50	
Kentucky STEM Imperative	1	\$50	
School Safety and Risk Control	1	\$50	
Relationships on the School Board	1	\$50	
Communicating with School Stakeholders	1	\$50	
The Basics of Lobbying-What to Do & What Not to Do	1	\$50	
Leadership at the School Board Meeting	2	\$100	
The Role of the Board in Pre-Kindergarten	1	\$50	
Teaching & Learning in the 21 <sup>st</sup> Century	2	\$100	
Alternative Education: Kentucky's Customized Solution	1	\$50	
What Works in High Performing, High Poverty Schools	1	\$50	
Health and Student Achievement	1	\$50	
Bullying & Harassment	1	\$50	
Competency Based Education	1	\$50	
Connecting with the Community	1	\$50	
School Board Governance	1	\$50	

Please check the method in which you would like to receive the self-studies: \_\_\_\_\_email \_\_\_\_\_U.S.P.S. (regular mail)

Please check one of the following forms of payment:

\_\_\_\_\_ Bill my district for the total amount due

\_\_\_\_\_ Check # \_\_\_\_\_ will be mailed directly to KSBA at 260 Democrat Drive, Frankfort, KY 50601

\_\_\_\_\_ Bill my credit card # \_\_\_\_\_, Expiration Date \_\_\_\_\_ (mm/yy), Zip Code \_\_\_\_\_

Please fax to: Tammie Conatser at (502) 783-1182 or email to Tammie.Conatser@ksba.org

Name of Person Requesting Self Study: \_\_\_\_\_  
 Name of Board Member: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Email Address: \_\_\_\_\_  
 Phone #: \_\_\_\_\_  
 School District: \_\_\_\_\_

*Board Team  
 Development  
 Self-Study Order Form*

*Online Options*

Please be aware that each self-study module may only be completed for credit one time during a board member's career. Once credit has been earned, that module is not available to that member again. Information regarding credit that has already been received can be found on your board training report.

Title of Online Self-Study Options	Credit Hours	Fee	Please Mark "x"
Ethics & the School Board Meeting (meets annual ethics training requirement)	1	\$50	
The Ethics of School Board Service (meets annual ethics training requirement)	1	\$50	
Board Leadership Essentials – Your Public Image (*Ethics)	1	\$50	
Activity Funds & the Local Board of Education (counts toward annual finance training requirement)	1	\$50	
Evaluating the Superintendent - Looking Back & Moving Forward (meets annual superintendent eval. training requirement)	1	\$50	
KSBA Superintendent Evaluation (meets annual superintendent evaluation training requirement)	1	\$50	
Essentials of Superintendent Evaluation (*Superintendent Evaluation)	1	\$50	
Using Formative Conversations to Improve Superintendent Evaluation (*Superintendent Evaluation)	1	\$50	
Financial Oversight and the Local Board of Education (counts toward annual finance training requirement)	1	\$50	
Revenue Calendar Part 1 – Local Revenue (counts toward annual finance requirement)	1	\$50	
Revenue Calendar Part 2 – State Revenue (counts toward annual finance requirement)	1	\$50	
Nickel Equalization & Budget Shortfalls (counts toward annual finance requirement)	1.25	\$50	
Annual Financial Report & Tax Rates (counts toward annual finance requirement)	1	\$50	
Charter School Contracting (charter approved – Topics: Covers all Topics) paper self-study	1	\$50	
Resolving Board Member Conflict	.25	\$40	
So You've Been Appointed to the Board of Education! Now What?	.25	\$40	
Your Association: What You Need to Know About KSBA and its Services	1.25	Free	
Intro to Charter Law and How it Affects Board Members	1	\$50	
Charter Application Part 2	1	\$50	
Understanding Equity Education	.50	\$40	
Developing an Equity Plan	.50	\$40	
Restraint & Seclusion (charter approved – Topics: Restraint & Seclusion)	1	Free	

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Please send to: Shannon Robinson via email at [shannon.robinson@ksba.org](mailto:shannon.robinson@ksba.org) or (502) 783-1455