

ACT 380

Annual School Board Member Training

Attached please find:

1. The rules for complying with ACT 380
2. An application form for obtaining pre-approval to offer a board training course from the Louisiana School Boards Association's List
3. A proposal application for obtaining pre-approval of a course offering other than one on the Louisiana School Boards Association's List
4. A reporting form to the Louisiana School Boards Association on hours taken by your board members and the topics covered
5. A copy of bill creating ACT 380

ACT 380

Required Annual Training for School Board Members

1. Four (4) clock hours of training is required in each calendar year starting January 1, 2009.
2. Instruction shall be pre-approved by Louisiana School Boards Association (LSBA) in order to qualify for credit.
3. Certificates of completion will be issued by the college/university, the Louisiana Department of Education, the local School Board or the Louisiana School Boards Association whichever is conducting the instruction.
4. The school superintendent shall be responsible for verifying and recording hours completed.
5. A copy of the certificates of each school board member shall be entered into the official minutes.
6. The central office of each school board shall periodically submit to the LSBA office the hours completed by each board member.
7. The LSBA will maintain a listing of each board member's total hours and subject matter covered.
8. The listing by LSBA will be posted on it's website and be accessible to the public.
9. Subject matter will include school law; powers, duties and responsibilities of school board members; educational trends; research and policy; the open meetings law; and the public bid law.
10. In addition, for a system with one or more schools identified as academically unacceptable, at least two such hours shall focus on the improvement of failing schools.
11. The remaining topics shall include, but not limited to, literacy and numeracy, leadership development, dropout prevention, career/technical education, high school redesign, early childhood education, school discipline, and harassment, intimidation and bullying.
12. At least one month prior to offering training or instruction, the sponsoring agency (college/university, state dept. of education or local school board) shall submit to the Louisiana School Boards Association on the form provided an application for obtaining certification of the proposed hours.

Further information may be obtained from:

Louisiana School Boards Association

7912 Summa Avenue

Baton Rouge, LA 70809

(225)769-3191

Approval Application for ACT 380
School Board Members Training and Instruction Certification

Date _____

1. Please check topic(s) to be covered

- | | |
|---|--|
| _____ School Law | _____ Powers, Duties and Responsibilities of School Boards |
| _____ Improvement of Failing Schools* | _____ Educational Trends, Research and Policy |
| _____ Literacy and Numeracy | _____ Dropout Prevention |
| _____ Leadership Development | _____ High School Redesign |
| _____ Career and Technical Education | _____ School Discipline |
| _____ Early Childhood Education | _____ Open Meetings Law |
| _____ Harassment, Intimidation and Bullying | _____ Public Bid Law |
| _____ Other (Pre-approved by LSBA) | |

*Two hours required annually for any system with a school classified as unacceptable or in need of academic assistance.

2. Name of Sponsoring Agency _____
3. Number of clock hour(s) offered _____
4. Location of course _____
5. Contact person _____
6. Title _____
7. Phone number and extension _____

Mail to: Louisiana School Boards Association
7912 Summa Avenue , Baton Rouge, LA 70809
Phone: (225) 769-3191

For Office Use Only: Approved Disapproved
Date _____
Signature _____

Reporting form for ACT 380
School Board Members Training and Instruction

School Board Member's Name _____

School Board _____

Number of Credit Hours _____

Date _____

Please check the topic(s) covered:

- | | |
|---|--|
| _____ School Law | _____ Powers, Duties and Responsibilities of School Boards |
| _____ Improvement of Failing Schools* | _____ Educational Trends, Research and Policy |
| _____ Literacy and Numeracy | _____ Dropout Prevention |
| _____ Leadership Development | _____ High School Redesign |
| _____ Career and Technical Education | _____ School Discipline |
| _____ Early Childhood Education | _____ Open Meetings Law |
| _____ Harassment, Intimidation and Bullying | _____ Public Bid Law |
| _____ Other (Pre-approved by LSBA) | |

*Two hours required annually for any system with a school classified as unacceptable or in need of academic assistance.

Please submit to:
Louisiana School Boards Association
7912 Summa Avenue
Baton Rouge, LA 70809

(225)769-3191

ACT 380

Proposal for School Board Member Training

Title of Course _____

Topic _____

Presenter(s) _____

Summary of Content _____

Rationale _____

Clock hours credit _____

Location _____

Sponsoring Agency _____

Address _____

Contact Person _____

Telephone Number _____ Ext. _____

Email Address _____