

# DERRY TOWNSHIP SCHOOL DISTRICT

BOARD OPERATIONS GUIDELINE

APPROVED: April 27, 2015

REVISED: November 7, 2022

## 007-BOG-1. BOARD MEMBER TRAINING

### General

Board members will pursue ongoing training to develop and enhance their knowledge and effectiveness as Board members and to improve Board governance and operations. Training will include participation in:

- Orientation for newly elected or appointed school board members;
- Training or consulting workshop(s) for Board members that focuses on the Board members' roles and responsibilities, student and school performance standards, and the delineation of each member's role as a public official;
- State and/or national school board association events addressing Board governance or operation, or other Board member development opportunities relating to leadership development, Board governance, or Board operations.

### Source of Training and Report

The Board recommends the requirements of this guideline be satisfied by participation in training provided by the Pennsylvania School Boards Association or other sources considered knowledgeable in school board governance and leadership. Board members will provide a report to the Board about training experiences at the next available Board meeting.

### Board Self-Evaluation

The Board shall conduct an annual evaluation that includes the development of a list of recommended improvements pertaining to the necessary knowledge and skills of Board members.

Inservice Educational Opportunities and Required Training Programs

The Board places a high priority on the importance of a planned and continuing program of inservice education and training for its members. The purpose of the planned program shall be to enhance the quality and effectiveness of the Board's governance and leadership by providing both inservice educational opportunities and required school director training by an approved provider.

The school community shall be kept informed about the Board's continuing inservice education and training and the anticipated short and long-term benefits to the District and its schools.[24]

*Inservice Education -*

The Board, in conjunction with the superintendent, shall plan specific inservice education programs and activities designed to assist school directors in their efforts to improve their skills as policy-making leaders; expand their knowledge about issues, programs, and initiatives affecting the District's educational programs and student achievement; and deepen their insights into the nature of leadership, governance and community engagement.

The Board shall annually budget funds to support its planned program of inservice education and training.

The Board establishes the following activities as the basis for its planned program of inservice education and training:

1. Participation in School Board conferences, workshops and conventions.[25]
  - a. The Board shall identify annually the issues, objectives, and cost benefits that can be ascribed to participation by school directors in conferences, workshops and conventions.
  - b. The Superintendent shall inform school directors, in a timely manner, of upcoming conferences, workshops and conventions.
  - c. The Board shall periodically decide which meetings appear to offer the most direct and indirect benefits to the District.
  - d. When a conference, workshop or convention is not attended by the full Board, those who do participate shall share information, recommendations and materials acquired at the meeting that will be beneficial to the District.
2. District-sponsored inservice education and training programs designed to meet Board needs.
3. Subscriptions to publications addressing school directors' concerns.
4. Maintenance of current resources and reference materials accessible to school directors.

*Required Training Program: Newly Elected or Appointed School Directors*

Each newly elected or appointed school director shall complete a training program consisting of at least five (5) hours of instruction, including, at a minimum, information regarding:

1. Instruction and academic programs, to include, but not be limited to, a minimum of one (1) hour of instruction on best practices related to trauma-informed approaches.
2. Personnel.
3. Fiscal management.
4. Operations.
5. Governance.
6. Ethics and open meetings, to include accountability requirements.

*Required Training Program: Re-elected or Re-appointed School Directors*

Each re-elected or re-appointed school director shall, within one (1) year after such re-election or re-appointment, complete an advanced training program consisting of at least three (3) hours of instruction, including:

1. Information on relevant changes to federal and state public school law and regulations.
2. Fiscal management.
3. Trauma-informed approaches.
4. Other information deemed appropriate by the PA Department of Education to enable school directors to serve effectively.

Training Calendar

<b>Professional Learning/Training</b>	<b>First Year Board Members</b>	<b>Experienced Board Members</b>	<b>Provider</b>
PSBA Board Member Training	Following School Code Regulations	Following School Code Regulations	PSBA
Local District Orientation – Day 1	Minimum four (4) hours	Not required	Local District
Local District Orientation – Day 2	Minimum six (6) hours	Not required	Local District
Professional Learning Fall Workshop	No minimum time requirement	No minimum time requirement	TBD
Professional Learning Spring Workshop	No minimum time requirement	No minimum time requirement	TBD
Summer Board Retreat (Optional)	No minimum time requirement	No minimum time requirement	TBD