

## **SCHOOL BOARD MEMBER IN-SERVICE ACTIVITIES**

Members of ACPS School Board participate annually in high-quality professional development activities at the state, local, or national levels on governance, including personnel policies and practices; the evaluation of personnel, curriculum, and instruction; use of data in planning and decision-making; and current issues in education as part of their service on the School Board.

### **Required Training**

Each elected board member completes a training session on the Virginia Freedom of Information Act (FOIA) provided by the Virginia Freedom of Information Advisory Council or the Board's attorney within two months of assuming office and thereafter at least once every two calendar years.

Each elected board member completes a training session for local elected officials on the State and Local Government Conflict of Interests Act (COIA) provided by the Virginia Conflict of Interest and Ethics Advisory Council (the Ethics Council) within two months of assuming office and thereafter at least once every two calendar years.

### **Additional Training**

School Board members may:

1. attend one national convention during their three-year term.
  - The annual convention of the NSBA (or similar national event sponsored by the NSBA); or
  - A convention, conference, or workshop sponsored by a recognized education provider other than the NSBA of equivalent expense to the annual convention of the NSBA.
2. attend any program or conference sponsored by the VSBA.
3. subscribe to publications addressed to the concerns of School Board Members.

The School Board may choose to hold additional training sessions for the entire School Board based on identified needs and priorities.

### **Records and Funding**

The school board clerk maintains records of the dates on which each School Board member completed the required FOIA, COIA, and optional additional trainings. The records are maintained in the clerk's office for five years.

The School Board budgets funds annually to support this program. The School Board reimburses individual School Board members for out-of-pocket costs incurred through participation in

42 approved activities.

43

44 The School Board may grant waivers of the provisions of this policy. The School Board shall keep  
45 the public informed through the media about the School Board's continuing in-service educational  
46 activities.

47

48 Adopted: October 24, 1996

49 Amended: December 6, 2001

50 Amended: October 7, 2004

51 Amended: April 6, 2006

52 Amended: April 24, 2014

53 Amended: December 4, 2014

54

55 Legal Ref.: Code of Virginia, 1950, as amended, §§ 2.2-3132, 2.2-3704, 22.1-253.13:5

56

57 Cross Ref.: BBFA Conflict of Interests and Disclosure of Economic Interests

58 BCC School Board Clerk

**SCHOOL BOARD MEMBER IN-SERVICE ACTIVITIES**

**Commented [MS1]:** Policy has been adjusted to align with the VSBA model policy.

~~The School Board places a high priority on the importance of a planned and continuing program of in-service education for its members. The central purpose of the program is to enhance the quality and effectiveness of public school governance in our community. The School Board shall plan specific in-service activities designed to assist School Board Members in their efforts to improve their skills as members of a policy making body; to expand their knowledge about trends, issues, and new ideas affecting the educational activities of the local schools; and, to deepen their insights into the nature of leadership in a modern democratic society.~~

~~School Board members will participate annually in high quality professional development activities at the state, local, or national levels on governance, including, but not limited to, personnel policies and practices; the evaluation of personnel; curriculum and instruction; use of data in planning and decision making; and current issues in education.~~

~~The School Board regards the following as the kinds of activities and services appropriate for implementing this policy:~~

- ~~1. Participation in School Board conferences, workshops and conventions conducted by the Virginia School Boards Association (VSBA) and the National School Boards Association (NSBA) and similar events sponsored by other recognized providers of continuing education that promote the purpose of this policy.~~
- ~~2. Division sponsored training sessions for School Board Members.~~
- ~~3. Subscriptions to publications addressed to the concerns of School Board Members.~~
- ~~4. Presentations at state and national education conferences, workshops, or meetings provided, however, that materials which are distributed at such events shall state prominently that they represent the views of the presenter and not the School Board.~~

~~Members of ACPS School Board participate annually in high-quality professional development activities at the state, local, or national levels on governance, including personnel policies and practices; the evaluation of personnel, curriculum, and instruction; use of data in planning and decision-making; and current issues in education as part of their service on the School Board.~~

**Required Training**

~~Each elected board member completes a training session on the Virginia Freedom of Information Act (FOIA) provided by the Virginia Freedom of Information Advisory Council or the Board's attorney within two months of assuming office and thereafter at least once every two calendar years.~~

43  
44 Each elected board member completes a training session for local elected officials on the State and  
45 Local Government Conflict of Interests Act (COIA) provided by the Virginia Conflict of Interest  
46 and Ethics Advisory Council (the Ethics Council) within two months of assuming office and  
47 thereafter at least once every two calendar years.

48  
49 **Additional Training**

50  
51 School Board members may:

- 52 1. attend one national convention during their three-year term.
- 53     • ~~A Board Member may attend~~ the annual convention of the NSBA (or similar national  
54 event sponsored by the NSBA); or once in his or her three year term unless otherwise  
55 approved by the School Board.
- 56     • A convention, conference, or workshop sponsored by a recognized education provider  
57 other than the NSBA of equivalent expense to the annual convention of the NSBA.
- 58
- 59 2. attend any program or conference sponsored by the VSBA.
- 60 3. subscribe to publications addressed to the concerns of School Board Members.

**Commented [MS2]:** Updated to reflect the concept that this is national event rather than the VSBA conference.

61 The School Board may choose to hold additional training sessions for the entire School Board  
62 based on identified needs and priorities.

63  
64 **Records and Funding**

65  
66 The school board clerk maintains records of the dates on which each School Board member  
67 completed the required FOIA, COIA, and optional additional trainings. The records are maintained  
68 in the clerk's office for five years.

69  
70 The School Board ~~shall~~ budgets funds annually to support this program. The School Board ~~shall~~  
71 reimburses individual School Board members for out-of-pocket costs incurred through  
72 participation in approved activities. ~~The authority to approve or disapprove reimbursement for~~  
73 School Board member's in-service activities shall be as follows:

- 74 ~~— No prior approval is required for reimbursement of out of pocket travel and program~~  
75 ~~expenses for any program or conference sponsored by the VSBA.~~
- 76 ~~— A Board Member may attend the annual convention of the NSBA (or similar national event~~  
77 ~~sponsored by the NSBA) once in his or her three year term unless otherwise approved by~~  
78 ~~the School Board.~~
- 79 ~~— In lieu of attendance at events sponsored by the NSBA as described in subparagraph 2,~~  
80 ~~above, School Board Members may elect to attend a convention, conference, or workshop~~  
81 ~~sponsored by a recognized education provider other than the NSBA of equivalent expense~~  
82 ~~to the annual convention of the NSBA once in his or her three year term, or more with the~~  
83 ~~approval of the Chair.~~

**Commented [MS3]:** Reflected in the content above.

84  
85 The School Board may grant waivers of the provisions of this policy. The School Board shall keep  
86 the public informed through the media about the School Board’s continuing in-service educational  
87 activities.  
88  
89 Adopted: October 24, 1996  
90 Amended: December 6, 2001  
91 Amended: October 7, 2004  
92 Amended: April 6, 2006  
93 Amended: April 24, 2014  
94 Amended: December 4, 2014  
95  
96 Legal Ref.: Code of Virginia, 1950, as amended, §§ 2.2-3132, 2.2-3704, ~~section 22.1-~~  
97 ~~253.13-5~~22.1-253.13:5  
98  
99 Cross Ref.: BBFA Conflict of Interests and Disclosure of Economic Interests  
100 BCC School Board Clerk