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## Training Continuing Education Credit

### FAQ: Announcing Board's Continuing Education Credit

Are we required to report to the public the continuing education board members receive each year?

Yes. There are two separate reporting requirements. The first is from the State Board of Education rule governing continuing education for school board member. It requires the president of the board to notify the community of continuing education hours received by members of the board annually at the meeting at which the board calls its election of trustees. The rule states the following:

*Annually, at the meeting at which the call for election of board members is normally scheduled, the current president of each local board of trustees shall announce the name of each board member who has completed the required continuing education, who has exceeded the required hours of continuing education, and who is deficient in the required continuing education. The president shall cause the minutes of the local board to reflect the information, and shall make this information available to the local media.— 19 TAC Chapter 61. School District, Subchapter A. Board of Trustees Relationship, §61.1. Continuing Education for School Board Members, (j)*

The second reporting requirement was added to the Education Code in 2007. It requires the board to include a progress report on training board members have received to date in the minutes of the last meeting held during the calendar year. The law states the following:

*The minutes of the last regular meeting of the board of trustees held during a calendar year must reflect whether each trustee has met or is delinquent in meeting the training required to be completed as of the date of the meeting. — Educ. Code 11.159(b)*

When do we have to make the annual announcement described in the first requirement above?

This notice must take place at the meeting at which the board normally calls the election for school board members. For boards that conduct their elections in May, this generally occurs at the regular meeting in February. For boards that conduct their elections in November, this generally occurs at the regular meeting in August or September.



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