

STATE CHARTER SCHOOLS BOARD MEMBER GOVERNANCE TRAINING CHECKLIST



State charter board members who do not wish to attend the SCSC governance training may fulfill their annual governance training obligation by receiving training through one or more [approved providers](#) on the following topics. Please see the [Governance Training Guidance Page](#) for more information on alternate training.

Training Hour and Topic Requirements:

Governing board members **MUST** receive a total of **12 hours** of governance training per fiscal year.

- a. A minimum of three of the 12 hours **MUST** be regarding sound fiscal management and monitoring the implementation of the school’s budget in accordance with state law and regulations; and
- b. **ONE HOUR MINIMUM** of training in **each** of the following topic areas:
 - i. best practices on school governance;
 - ii. academic accountability for state charter schools; AND
 - iii. legal requirements of state charter schools (this must include at least one hour of Open Meetings Act and Open Records Act requirements).
- c. The remaining hours must cover the four topic areas identified above.

Partial Attendance at SCSC Governance Training:

The chart below explains the credit categories and training hours received for each session at the SCSC’s governance training.

Session Name	Hours	Credit Category
General Session	2	Finance: 1 hour Legal Requirements of State Charter Schools: 1 hour
Predicting Your CPF Score	2	Best Practices on Charter School Governance
Communicating with Stakeholders During Times of Transition and Crisis	2	Best Practices on Charter School Governance
Special Education	2	Legal Requirements of State Charter Schools
Understanding How Your School is Funded	2	Finance
Fraud Prevention	2	Finance
Board Oversight of Financial Policies	2	Finance
Establishing Healthy Relationships with Local School System	2	Best Practices on Charter School Governance
Understanding and Overcoming Enrollment Challenges	2	Finance
Protecting the Rights of Students and Families	2	Best Practices on Charter School Governance: 1 hour Legal Requirements of State Charter Schools: 1 hour
Serving the Whole student to Increase Academic Achievement	2	Academic Accountability for State Charter Schools
Board Life Cycle: Onboarding and Succession Planning	2	Best Practices on Charter School Governance
Holding Vendors and Management Accountable	2	Best Practices on Charter School Governance: 1 hour Legal Requirements of State Charter Schools: 1 hour
Understanding and Preparing for the SCSC Renewal Process	2	Best Practices on Charter School Governance: 1 hour Academic Accountability for State Charter Schools: 1 hour
Beyond the Crossing Guard: The New Age of School Safety	2	Best Practices on Charter School Governance: 1 hour Legal Requirements of State Charter Schools: 1 hour
How to Plan for and Have Effective Board Meetings	2	Best Practices on Charter School Governance: 1 hour Legal Requirements of State Charter Schools: 1 hour