



## GOVERNANCE TRAINING PROGRAM GUIDANCE FREQUENTLY ASKED QUESTIONS

### 1. Who is required to receive governance training?

Georgia law, O.C.G.A. § 20-2-2084(f), requires that every member of a governing board of a state charter school participate in annual governing board training. Specifically, the law contemplates that the SCSC will provide for annual training and that the members of the governing board of each state charter school shall participate in the annual training conducted by the SCSC.

### 2. Are administrators and/or school staffs required to receive governance training?

Administrators and school staffs are not required to receive annual governance training. However, the SCSC believes it is beneficial for administrators to attend training with their governing boards and therefore encourages administrators to attend.

### 3. How can school board members fulfill the annual governance training obligation?

There are two ways\* by which state charter school governing board members may fulfill the statutory training requirements:

- a. State charter school governing board members may attend one of the two governing board training opportunities provided to state charters by the SCSC at no charge;
- OR
- b. State charter school governing board members may use personal or school funds to contract with one of the [training providers approved by the State Board of Education](#) to provide governance training to charter schools.

*\*State charter school board members are required to attend one of the two SCSC-provided governance training opportunities in the first year of the school's charter term (initial approval).*

### 4. When and where are the SCSC governance training opportunities?

In an effort to accommodate the busy schedules and diverse geographic locations of board members, the SCSC provides two governance training opportunities annually. Please see the [SCSC Training Calendar](#) for information about the current year's trainings.

**5. What is the cost associated with attending the SCSC governance training?**

The SCSC provides annual governance training to state charter school governing board members and administrators free of charge. Further, the SCSC will reimburse the travel expenses of eligible board members and administrators who attend (state travel policy applies).

**6. If I choose to receive training from an alternate provider, what is required?**

To fulfill the annual governance training obligation, alternate governance training must:

- a. Include at least 12 **contact**\* hours of instruction;
- b. Align with the topics discussed at the [SCSC-provided governance training](#), including, at a minimum, best practices in charter school governance, constitutional and statutory requirements relating to public records and meetings, and the requirements of applicable statutes, rules, and regulations; and
- c. Be conducted by an [approved provider](#).

*\*See definition in question 7.*

**7. What is the expectation for “contact” training from an alternate provider?**

Contact training means direct instruction from an approved provider for the required number of hours for each content area. Contact training may be conducted in-person or virtually. Individuals may utilize recorded webinars to satisfy up to three hours of training, however, the provider must be able to verify that the individual viewed the webinar and provide verification to the SCSC.

**8. Which providers are approved to conduct alternate governance training?**

Board members may contract with one of the training providers approved by the [State Board of Education to provide governance training to charter schools](#).

**9. How do I select an approved provider from the list?**

Individuals may choose from any of the [approved providers](#), but the SCSC encourages board members to consider the provider’s familiarity with SCSC training requirements (as outlined in question 6) and ensure that the provider is willing to certify a board member’s participation in training. All SBOE approved providers may not be familiar with the specific SCSC governance training requirements and the onus is on the board member to ensure that the obligation is satisfied.

**10. Who is responsible for communicating the SCSC training requirements to the providers on the SBOE training list?**

The individual board member is responsible for communicating SCSC requirements to the training provider and ensuring that the provider can meet those requirements. All [SBOE approved providers](#) may not be familiar with the specific SCSC governance training requirements and the onus is on the board member to ensure that the obligation is satisfied.

**11. Are state charter school board members also required to attend three hours of finance trainings with GaDOE Finance & Budget Office?**

No, state charter school governing board members are not required to receive financial training through GaDOE's Finance & Budget Office (FBO). However, individuals seeking alternate governance training can satisfy the finance requirement by attending training with FBO.

**12. Can other SCSC training opportunities supplant or count toward the annual governance training requirement?**

No, state charter board members may not utilize alternate SCSC-provided training, such as strategic planning sessions, to supplant the annual governance training requirement. The SCSC governance trainings are specifically crafted to address the statutory obligations and unique roles and responsibilities of state charter governing board members.

**13. Can attendance at professional conferences count toward governance training requirement?**

Yes, attendance at a professional conference can satisfy governance training hours, however, the applied contact hours must be aligned with required SCSC topics and the conference or specific session must be delivered from [an approved training provider](#).

**14. How does a state charter school board member submit documentation that he or she received alternate governance training?**

Individuals wishing to submit documentation that they attended alternate governance board training should do so [through the SCSC website](#) by the end of the fiscal year, June 30. The board member will need to provide the date of the training; the contact hours of instruction provided by course and topic; the course sessions and topics covered with supporting documents to demonstrate alignment with SCSC required topics; and certification from the training provider.

**15. What is the deadline by which board members must receive alternate governance training?**

State charter schools must demonstrate that every governing board member holding office during the fiscal year fulfilled his or her governance training requirements by June 30.

**16. What if a state charter school board member joins the board after the SCSC governance trainings have occurred?**

An individual who joins the board after the second SCSC governance training has occurred is not required to receive governance training for the current fiscal year.

**17. Can a state charter school board utilize alternate training every year in lieu of attending the SCSC training?**

No, state charter school board members are required to attend the SCSC-provided governance training opportunity in the first year of the school's charter term (initial approval).

**18. What if all but one member of a state charter school board fulfills the governance training requirement?**

The failure of even one governing board member to receive required governance training will negatively affect the school's operational compliance assessment. Accordingly, it is incumbent on all governing board members to hold their colleagues accountable for fulfilling the annual training requirements as the failure to do so will negatively impact the school as a whole.

**19. What are the repercussions for not fulfilling the governance training requirement?**

A state charter school that fails to fulfill the governance training requirement will be out of compliance with state law and operational requirements. This will be reflected through the school's assessment on the operational compliance portion of the SCSC Comprehensive Performance Framework.

**20. Who do I contact with additional questions?**

Contact Lauren Holcomb, SCSC Director of Organizational and Resource Development, at (404) 656-2837 or [lauren.holcomb@scsc.georgia.gov](mailto:lauren.holcomb@scsc.georgia.gov).