# Training for First-Year Trustees

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## Within the First 90 Days

### Open Government Training

<table>
<thead>
<tr>
<th>Who:</th>
<th>New members</th>
</tr>
</thead>
</table>
| **What:** | • Responsibilities of board under the Texas Open Meetings Act (OMA); “not delegable”  
• Responsibilities of board and employees under the Texas Public Information Act (PIA) may be delegated to PIA coordinator. [See Policy BBD (LOCAL).] |
| **Length:** | 1-2 hours |
| **Provider:** | Attorney General (AG) or AG-approved course |

### 19 Tex. Gov't Code §§ 551.005, 552.012

## Up to One Year Before or Within 120 Days After Appointment or Election

### Local District Orientation

<table>
<thead>
<tr>
<th>Who:</th>
<th>New members, or candidates up to one year before election or appointment, and other members may attend</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>What:</strong></td>
<td>Local board policies and procedures; district goals and priorities; local practices in instruction, financial operations, district operations, superintendent evaluation, and board member roles and responsibilities</td>
</tr>
<tr>
<td><strong>Length:</strong></td>
<td>3 hours</td>
</tr>
<tr>
<td><strong>Provider:</strong></td>
<td>Local district</td>
</tr>
</tbody>
</table>

### 19 Tex. Admin. Code § 61.1(b)(1)
### Orientation to the Texas Education Code

<table>
<thead>
<tr>
<th>Who:</th>
<th>New members, or candidates up to one year before election or appointment, and other members may attend</th>
</tr>
</thead>
<tbody>
<tr>
<td>What:</td>
<td>Basic orientation to code with emphasis on governing Texas school districts, including Parental Rights and Health Education</td>
</tr>
<tr>
<td>Length:</td>
<td>3 hours</td>
</tr>
<tr>
<td>Provider:</td>
<td>Regional Education Service Center (ESC)</td>
</tr>
</tbody>
</table>

#### 19 Tex. Admin. Code § 61.1(b)(2)

### Evaluating Student Academic Performance and Setting Goals

<table>
<thead>
<tr>
<th>Who:</th>
<th>Members or candidates up to one year before election or appointment</th>
</tr>
</thead>
<tbody>
<tr>
<td>What:</td>
<td>Support the oversight role of the board on evaluating student academic performance; facilitate board plans that set goals for early childhood literacy and mathematics, and college, career, and military readiness</td>
</tr>
<tr>
<td>Length:</td>
<td>3 hours</td>
</tr>
<tr>
<td>Provider:</td>
<td>ESC or Texas Education Agency (TEA)-authorized provider</td>
</tr>
</tbody>
</table>

#### 19 Tex. Admin. Code § 61.1(b)(6)

### Identifying and Reporting Abuse and Trafficking

<table>
<thead>
<tr>
<th>Who:</th>
<th>Members or candidates up to one year before election or appointment</th>
</tr>
</thead>
<tbody>
<tr>
<td>What:</td>
<td>Identifying and reporting potential victims of sexual abuse, human trafficking, and other maltreatment of children</td>
</tr>
<tr>
<td>Length:</td>
<td>1 hour</td>
</tr>
<tr>
<td>Provider:</td>
<td>ESC or registered provider</td>
</tr>
</tbody>
</table>

#### 19 Tex. Admin. Code § 61.1(b)(7)
**School Safety**  
*| 19 Tex. Admin. Code § 61.3 |
---|---|
**Who:**  
Members or candidates up to one year before election or appointment

**What:**  
Provide research-based information to trustees on ensuring a safe learning environment conducive to improving student outcomes

**Length:**  
Online course adopted by the State Board of Education (SBOE) and provided at [TEA Learn](https://tealearn.tea.state.tx.us/)

**Provider:**  
Made available through the commissioner of education and verified by the district

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**Team Building**  
*| 19 Tex. Admin. Code § 61.1(b)(4) |
---|---|
**Who:**  
All board members and the superintendent

**What:**  
To enhance effectiveness of board-superintendent team; review roles, rights, and responsibilities of board from SBOE framework; assess continuing education needs for the year

**Length:**  
3 hours

**Provider:**  
ESC or registered provider

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**Additional Continuing Education**  
*| 19 Tex. Admin. Code § 61.1(b)(5) |
---|---|
**Who:**  
New members

**What:**  
Additional continuing education to meet assessed needs based on the SBOE framework

**Length:**  
10 hours for first year of service and 5 hours for subsequent years

**Provider:**  
ESC, registered provider, or district; at least 50% must be designed and delivered by persons not affiliated with the district
Cybersecurity

After June 14th, 2020

Who: All members

What: Focus on forming information security habits and procedures that protect information resources; teach best practices for detecting, assessing, reporting, and addressing information security threats

Length: As certified by the Texas Department of Information Resources (DIR)

Provider: DIR-approved course

Total Hours: 25+ Hours

1 Requirement added by House Bill 3834 (2019), effective June 14, 2019.

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