

SECTION I: INTRODUCTION

The mission of the Georgia School Boards Association is to ensure excellence in the governance of local school systems by providing leadership, advocacy and services, and by representing the collective resolve of Georgia's 180 elected boards of education.

Courses offered by GSBA are tailored for all types of Charter Schools as well as Charter School Systems. GSBA has facilitated training for the State Charter Schools Commission of Georgia to include Board Governance, presented by Angela Palm, GSBA Director of Legislative and Policy and Effective Meetings presented by Zenda Bowie, GSBA Director of Field Services.

Since 1951, GSBA has served as a leader in Georgia's public education system by advocating the local control of public education and by offering programs and assistance to local boards of education and local school systems. GSBA's services have evolved from a professional development program and general "meeting ground" for school board members into a full service association. Today, GSBA offers its members numerous programs including governance technology solutions, legislative representation, year-round training opportunities, risk management and finance services, legal and policy services, a superintendent search service, and vehicles such as the GSBA web site and many publications to keep school leaders informed and on track.

GSBA's membership is comprised of the 180 elected school boards – not board members -- in Georgia. For nearly two decades, the association has had 100 percent membership.

The state mandated annual training of local board members with the implementation of QBE in 1985. Since that time GSBA has been the primary provider of that training to the majority of Georgia's school boards.

APPLICATION

Workshop Presenters 2017-2018

Valarie Wilson
Executive Director
Georgia School Boards Association
Lawrenceville

Ms. Wilson joined GSBA as the fifth Executive Director in July 2015. She was elected to the school board of the City Schools of Decatur in 2002 and became the moving force behind the establishment of the College Heights Early Childhood Learning Center, acting on research that shows that early childhood education is critical to success in the K-12 years.

As the board chair of the City Schools of Decatur board from 2005-2011, Mrs. Wilson along with the other members of the board, helped to turn around the finances of the district. Through reorganization, the district was able to move forward during the recession with no teacher furloughs or shortening of the school year.

In 2012, Ms. Wilson served as president of the Georgia School Boards Association and she helped to create the Georgia Vision Project, an educational framework for boards that included input from board members, superintendents, teachers, teaching colleges, elected officials, parents and students. Over 80 percent of the state's school boards have agreed to support the Vision Project's recommendations.

References: City Schools of Decatur, Dooly County

Training Workshops: New Board Member Orientation, Board Chair

Mark Willis
Assistant Executive Director
Georgia School Boards Association

Mark Willis, CPA is the Assistant Executive Director of the Georgia School Boards Association. Mark has been with the association since 1995 and has extensive experience in the areas of leadership, board governance, finance, technology and organizational effectiveness and works closely with school boards and superintendents to ensure excellence in the governance of public education.

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Mark oversees the Association's finances and technology as both CFO and CIO and is also the Chief Operating Officer of the Association's technology subsidiary, eBOARDsolutions. As a passionate advocate for strategic planning and the effective use of technology, Mark has worked directly with numerous boards to integrate technology with the district Leadership Team (Board and Superintendent).

Mark is a product of public education. Mark currently serves on the Norcross High School Foundation board of directors and is a member of the Georgia Society of Association Executives, the American Institute of Certified Public Accountants and the Georgia Society of Certified Public Accountants.

References: Forsyth County, City Schools of Decatur, Barrow County, Jeff Davis County

Training Workshops: New Board Member Orientation, Board Chair

Tony Arasi

GSBA Director of Board Development

Georgia School Boards Association

Mr. Arasi serves as the Director of Professional Development for the Georgia School Boards Association. He has coordinated all of the GSBA conferences, workshops, and staff development activities since 2005. He has personally conducted over 100 custom board workshops and retreats.

Mr. Arasi formerly held positions of Assistant and Associate Superintendent in the Cobb County School System, which is a large suburban school district outside Atlanta, Georgia. Previously a middle school science teacher, Mr. Arasi also served as a high school principal for ten years, five of those at Walton High School, which is a National School of Excellence and was rated by U.S. News and World Report (1/18/00) as one of the top six high schools in the nation.

Mr. Arasi also currently serves on the graduate school faculty at Kennesaw State University as an adjunct Lecturer in the Educational Leadership Department. Courses taught include Education Law, School Finance, Human Resource Management, Staff Development and Multicultural Education.

References: DeKalb County, Clayton County, Buford City, Marietta City

Training Workshops: New Board Member Orientation, Board Chair, Personnel

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Zenda Bowie
Director of Field Services
Georgia School Boards Association

Zenda Bowie was named director of field services for GSBA in September 2006. Her responsibilities include oversight of the mentoring program, veteran school board training programs, the Federal Relations Network and support of GSBA's Professional Development activities.

Zenda comes to GSBA having served 17 years as an elected school board member in Fulton County. She is a past president of GSBA. She also brings 27 years of experience with the American Lung Association, Southeast Region where she was progressively promoted from health educator in 1979 to chief operating officer in 1999. Zenda received her bachelor's degree in modern language from Talladega College in Alabama. During her 30+ years in Atlanta she has served on numerous non-profit organization boards and has been the recipient of several awards. Her current memberships include the National Association of Parliamentarians, Georgia Association of Parliamentarians and the board of directors of Communities in Schools - Georgia.

References: DeKalb County, Twiggs County, Randolph County, Clarke County

Training Workshops: New Board Member Orientation, Student Achievement, Parliamentary Procedure, Open Meetings/Open Records

Bill Sampson
Board Development Specialist
Georgia School Boards Association
Cordele

Mr. Sampson has served as a teacher, coach, principal, and superintendent. From 2000 to the present, he has served in many capacities with several school districts in leadership coaching and program analysis for school improvement programs. He has served as a consultant for Darlington, SC. School System with a focus on developing high standards of excellence for improving

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student achievement. He has conducted and coordinated over 100 local board workshop activities, and facilitated numerous superintendent searches for local districts.

References: Appling County, Randolph County, Coffee County, Chattahoochee-Flint RESA

Training Workshops: Board Chair, New Board Member Orientation, School Finance

Angela Palm

Director of Policy

Georgia School Boards Association

Ms. Palm joined the GSBA in 2005 as Director of Policy and in 2009 was also named Director of Legislative Services.

Ms. Palm has 15 years of corporate management experience and conducted training and corporate staff development programs for 25 years. Her education policy and advocacy background came from a decade of volunteering in the areas of parent training, community engagement and legislative advocacy. She has conducted workshops on education policy, data analysis and parent involvement for a variety of groups across the state. Ms. Palm served as the Executive Director of the Georgia School Council Institute for four years where she also developed professional development materials and delivered training to school councils.

References: Douglas County, Gainesville City

Training Workshops: Charter Schools, School Finance, Policy

Justin Pauly

Director of Communications

Georgia School Boards Association

Mr. Pauly joined the GSBA staff in 2013. Prior to joining GSBA, he served as the liaison to the Georgia State Board of Education where he was responsible for managing the day-to-day operations of the State Board of Education including, but not limited to, communications, administration, policy and law; media relations; and managing the statewide Local Board Governance Training program for local boards of education.

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Justin also served as assistant to the State School Superintendent, where he managed the daily activities of the Superintendent including communications, logistics, special projects and research.

Some of Justin's past responsibilities include working for Bob Riley, Governor of Alabama, and for the Mayor of Augusta, Georgia. He has also held corporate positions in the areas of marketing and public relations.

References: Vidalia City, Dr. John Barge

Training Workshops: Communications

Stanley W. DeJarnett, Ed.D.

Executive Director of Vision for Public Education

Georgia School Boards Association

Dr. DeJarnett earned his BSEd and MMEd from Western Carolina University and his doctorate from The University of Georgia. Dr. DeJarnett has served as a teacher, principal, associate superintendent and superintendent. He retired in 2011 after a very distinguished career in education. He was instrumental in gaining increased board and community support for school improvement and innovation. He led the Morgan County School System in improving their instructional technology and led several capital improvement projects all while dealing with an unprecedented economic recession. Additionally, he was able to increase the number of AP course offerings from two to thirteen.

References: Herb Garrett - GSSA, Buster Evans – Forsyth County Schools, Jack Parish – GAEL, Sam King – Rockdale County Schools and Emily Lembeck – Marietta City Schools

Training Workshops: Whole Board Governance Training

Samuel T. King, Ed.D.

Retired Superintendent

Dr. Samuel T. King, a native of Smithville, Georgia has 32 years of public education experience. He served as Superintendent of Rockdale County Public Schools in metro-Atlanta, Georgia and Norfolk Public Schools in Norfolk, Virginia for 10 ten years.

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He began his career as a classroom teacher of mathematics and science at the high school, middle and elementary levels. Dr. King attended Mercer University in Macon, Georgia earning a Bachelor of Arts Degree in Middle Grades Education concentrating in mathematics and science. He then earned a Master's Degree and a Specialist Degree in Education Administration and Supervision from the University of West Georgia. He received his Doctoral Degree in Educational Leadership from Argosy University of Sarasota in Sarasota, Florida. Dr. King has served as president of the Georgia School Superintendents Association, Metro RESA Board president and as a member of the GSBA strategic planning committee. During his tenure as superintendent in Rockdale County, he had the honor of being named Georgia's 2011 Superintendent of the Year and GAEL Georgia Outstanding Educator of the Year. During his tenure as superintendent in Norfolk, he was one of the first in the nation to secure national superintendents certification by completing the National Superintendents Certification Program delivered by the American Association of School Administrators (AASA). He is a member of the steering committee at the national level for the AASA Urban Superintendents Academy in partnership with Howard University. He is currently superintendent emeritus with The National Center for Educational Research and Technology (NCERT) and serves as master instructor for the AASA Superintendents Academy program.

References: Rockdale County, GSSA and GSBA

Training Workshops: Whole Board Governance Training, Poverty,

Mary M. Jessie

Consultant

Georgia School Boards Association

Mary is a career educator, having served for 36 years as a teacher, school and personnel administrator in Atlanta Public Schools, Director of Human Resources in the Fulton County Schools and Regional Director for the Visiting International Faculty Program (VIF), a prestigious, US Department of State designated cultural exchange program.

Since 2003, Mary has been an independent human capital consultant, providing strategic advisory services and training and development for international exchange programs, various school districts, charter schools, business consulting firms, higher education institutions, Metro and Griffin RESA. Mary provides school board development and superintendent search services for the Georgia School Boards Association (GSBA). Through her consultancy, Mary has conducted training in various areas of human capital management, with specific emphasis on attendance management, confrontation and exit counseling, exemplary leadership practices, strategies and tools to improve teaching practice, teaching diverse student populations, sexual harassment avoidance,

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investigations of employee misconduct, time management, classroom and school bus driver behavior management, team building, substitute and mentor teacher training.

Mary is a former president, current historian/legislative liaison and serves on the Executive Board of the Georgia Association of School Personnel Administrators (GASPA).

Mary holds a BA degree in Secondary Education with a concentration in History from Spelman College, as well as a Masters of Education in Curriculum and Instruction and the Educational Specialist in Educational Leadership from Georgia State University.

References: Fulton County Schools, Atlanta City Schools, Judge Bill Adams – State Court, Bibb County, GA

Training Workshops: Whole Board Governance Training,

Steve Smith, Ph.D.

Consultant

Georgia School Boards Association

Dr. Smith currently serves as an Adjunct Professor in Educational Leadership at Valdosta State University and most recently served as the Interim Superintendent of the Bibb County School System. He has been a teacher and coach and is also very active in his community. He has served as the president of the Georgia School Superintendents Association and was awarded the prestigious Bill Barr Leadership Award by GSSA. He has also worked in the private sector as an educational and national sales accounts representative for the 3M Company. He earned his degrees from Macon State College, Georgia College and State University as well as from Georgia State University.

References: Valdosta State University, Lowndes County Schools, Bibb County

Training Workshops: Whole Board Governance Training

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Nepotism Assurance Agreement

As an Instructor/trainer for Georgia School Boards Association I will not provide Charter Board Governance training to local members who are immediate family members without obtaining prior approval from the State School Superintendent or his designee. For the purpose of this assurance, immediate family shall include a spouse, child, sibling, parent or the spouse of a child, sibling or parent.

Print Name

Signature

Date

Board Training Course: _____

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GSBA Core Curriculum

GSBA Core Curriculum has been developed to foster and maintain effective governance. Emphasis in this training is focused on autonomy in decision making. Continual training is necessary for newly elected board members and the governance team with changes in leadership and members.

Section II: Course Offerings

New Board Member Orientation

(i) Training Provider	<i>Georgia School Boards Association in conjunction with GDOE</i>		Submission Date	4/28/2017
Course Title (iv)	<i>New Board Member Orientation</i> <i>(nine hour requirement)</i>	Five hours training provided by the Finance and Budget Office of the Georgia Department of Education. In addition, four hours required from approved training credit course(s) by DOE approved providers.	(ii & iii) Instructors of Record: GDOE Staff. Tony Arasi, Zenda Bowie, Bill Sampson, Angela Palm, Bill Sampson	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com
Course Description (Syllabus) (vi)	An overview of the curriculum domains and standards areas as required by SBOE rule for new board members: educational program objectives; school finance (including generally accepted accounting principles and budgeting); school law; responsiveness to the community; school council’s roles and responsibilities; ethics; conflict of interest; SBOE standards and related roles and responsibilities of board members; superintendent evaluation; self-assessment of the board; and other topics as per state board rules and state law. Emphasis in training with a focus on autonomy and decision making.		Domain I: Governance Structure; Standards: A B C D Domain II: Strategic Planning; Standards: A B Domain III: Board and Community Relations; Standards; A B C Domain IV: Policy Development; Standard; A Domain V: Board Meetings; Standard; A	

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			Domain VI: Personnel; Standards; A B C Domain VII: Financial Governance; Standards; A B Domain VIII: Ethics; Standard; A
Delivery Method (vii)	<input checked="" type="checkbox"/> Small Group <input checked="" type="checkbox"/> Large Group <input type="checkbox"/> Whole Board <input type="checkbox"/> Virtual <input type="checkbox"/> Other		Length of course (v) Nine hours
Location (viii)	June 2018, Savannah Hyatt, Savannah, GA December 2017, Renaissance Waverly Hotel, Atlanta, GA		Proposed fee (ix) \$295.00 (Additional fees for specific resource materials are <i>optional</i>)
Evaluations (x)	<i>Summary evaluations for each course section will be collected</i>	<i>List of all participants will be submitted to DOE (xi)</i>	Nepotism (xii) <i>Each instructor's nepotism form is available upon request.</i>
Submitted by	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com 770-962-2985		

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Board Chair Workshop

(i) Training Provider	<i>Georgia School Boards Association</i>		Submission Date	4/28/2017
Course Title (iv)	<i>Board Chair Workshop</i>	Training hours required from approved training credit course(s) by DOE approved providers.	(ii & iii) Instructor of Record: Tony Arasi, , Zenda Bowie, Bill Sampson, Angela Palm	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com
Course Description (Syllabus) (vi)	This course covers skills and knowledge required by board chairs in order to provide leadership to a Charter System board. The training emphasis includes appropriate interpersonal skills, parliamentary procedure, and school law, public relations, working with stakeholders and establishing and monitoring policies.		Training to be focused on but not limited to these standards: Domain I: Governance Structure; Standards: A B C D Domain III: Board and Community Relations; Standards; A B C Domain IV: Policy Development; Standard; A Domain V: Board Meetings; Standard; A Domain VIII: Ethics; Standard; A	
Delivery Method (vii)	___ Small Group <input checked="" type="checkbox"/> Large Group ___ Whole Board ___ Virtual ___ Other		Length of course (v)	Six hours
Location (viii)	To Be Determined Date: TBD		Proposed fee (ix)	\$230 Per participant
Evaluations (x)	<i>Summary evaluations for each course section will be collected</i>	<i>List of all participants will be submitted to DOE (xi)</i>	Nepotism (xii)	<i>Each instructor's nepotism form is available upon</i>

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				<i>request.</i>
Submitted by	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com 770-962-2985			

Closing the Gap: How School Boards Can Effectively Turn Data into Action

(i) Training Provider	<i>Georgia School Boards Association</i>		Submission Date	4/28/2017
Course Title (iv)	<i>Closing the Gap: How School Boards Can Effectively Turn Data Into Action</i>	Training hours required from approved training credit course(s) by DOE approved providers.	(ii & iii) Instructor of Record: Mark Willis	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com
Course Description (Syllabus) (vi)	<p>This workshop will focus on the local school board’s role/responsibilities as a charter school authorizer. The goal is to provide the boards with the tools they need to ensure a fair application process for petitioners, to determine the appropriate basis on which to evaluate petitions for charters, including virtual, to define their responsibilities as charter school authorizers, including determining what support will be provided to the charters, to monitor and evaluate the charters, and to determine the factors on which to make renewal decisions.</p> <p>Completion of this training meets the requirement of State Board of Education School Training Plan for veteran board members.</p>		<p>Training to be focused on but not limited to these standards:</p> <p>Domain I: Governance Structure; Standards: A B D</p> <p>Domain II: Strategic Planning; Standards: A B</p> <p>Domain III: Board and Community Relations; Standards; A B C</p> <p>Domain IV: Policy Development; Standard; A</p> <p>Domain VII: Financial Governance; Standards; B</p>	

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	Completion of this training meets the requirement of New State Board of Education School Training Plan for veteran board members.		Standards; A B C Domain V: Board Meetings; Standard; A Domain VIII: Ethics; Standards; A
Delivery Method (vii)	<input type="checkbox"/> Small Group <input checked="" type="checkbox"/> Large Group <input type="checkbox"/> Whole Board <input type="checkbox"/> Virtual <input type="checkbox"/> Other	Length of course (v)	Six hours
Location (viii)	Hyatt Regency/Savannah, Savannah, GA June 2018 Renaissance Waverly Hotel, Atlanta, GA December 2017	Proposed fee (ix)	\$230
Evaluations (x)	<i>Summary evaluations for each course section will be collected</i>	<i>List of all participants will be submitted to DOE (xi)</i>	<i>Nepotism (xii)</i> <i>Each instructor's nepotism form is available upon request.</i>
Submitted by	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com 770-962-2985		

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Finance/Community Engagement Workshop

(i) Training Provider	<i>Georgia School Boards Association</i>		Submission Date	4/28/2017
Course Title (iv)	Finance/Community Engagement Workshop	Training hours required from approved training credit course(s) by DOE approved providers.	(ii & iii) Instructor of Record: Tony Arasi, Zenda Bowie, Bill Sampson, Angela Palm, Justin Pauly	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com
Course Description (Syllabus) (vi)	<p>Charter System boards of education are responsible for the control and management of the school system and one of the most important tools to accomplish this is the planning, adoption and monitoring of a budget for the school district. This course examines all funding sources, budgeting, monitoring of expenditures, financial reporting and audits, long term financing for capital outlay projects and determine the millage to be set and levied.</p> <p>The community engagement section will help attendees: Learn how transparency in the decision-making process can set a tone of trust and credibility, learn why it is important to listen to many voices, not just a few, hear why building understanding and common ground around financial and budget issues will serve the district in multiple ways, and they will hear about best practices being used in districts in Georgia.</p> <p>Completion of this training meets the requirement of New State Board of Education School Training Plan for veteran board members.</p>		<p>Training to be focused on but not limited to these standards:</p> <p>Domain I: Governance Structure; Standards: A B C D</p> <p>Domain II: Strategic Planning; Standards: A B</p> <p>Domain III: Board and Community Relations; Standards; A B C</p> <p>Domain IV: Policy Development; Standard; A</p> <p>Domain VII: Financial Governance; Standards; A B</p> <p>Domain VIII: Ethics; Standard; A</p>	
Delivery Method (vii)	<input type="checkbox"/> Small Group <input checked="" type="checkbox"/> Large Group <input type="checkbox"/> Whole Board <input type="checkbox"/> Virtual <input type="checkbox"/> Other		Length of course (v)	Three hours each topic or Six hours total

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Location (viii)	Location: TBD Date(s): TBD		Proposed fee (ix)	\$230
Evaluations (x)	<i>Summary evaluations for each course section will be collected</i>	<i>List of all participants will be submitted to DOE (xi)</i>	Nepotism (xii)	<i>Each instructor's nepotism form is available upon request.</i>
Submitted by	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com 770-962-2985			

Personnel Issues Workshop

(i) Training Provider	<i>Georgia School Boards Association</i>		Submission Date	4/28/2017
Course Title (iv)	<i>Personnel Issues Workshop</i>	Training hours required from approved training credit course(s) by DOE approved providers.	(ii & iii) Instructor of Record: Tony Arasi, Zenda Bowie, Bill Sampson, Angela Palm	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com
Course Description (Syllabus) (vi)	This course covers the most important decisions to be made by the Charter System Board and superintendent including deciding which candidates for employment will be hired to lead the school system, teach its children and provide the support necessary to maintain the educational system. Employing school personnel requires a combination of the professional judgment of the superintendent of the charter district and the practical perspective of charter school board members to determine which applicants will best serve the interest of the school district.		Training to be focused on but not limited to these standards: Domain I: Governance Structure; Standards: A B C D Domain II: Strategic Planning; Standards: A B Domain III: Board and Community Relations;	

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	<p>Consistent and effective evaluation of all employees is a crucial part of maintaining a quality education program. Understanding the board’s role in the fair dismissal act is essential. Compensating employees adequately is another important means of retaining competent and effective teachers and support staff.</p> <p>Completion of this training meets the requirement of New State Board of Education School Training Plan for veteran board members.</p>	<p>Standard; C Domain IV: Policy Development; Standard; A Domain VI: Personnel; Standards; A B C Domain VII: Financial Governance; Standard; A Domain VIII: Ethics; Standard; A</p>		
<p>Delivery Method (vii)</p>	<p><input type="checkbox"/> Small Group <input checked="" type="checkbox"/> Large Group <input type="checkbox"/> Whole Board</p> <p><input type="checkbox"/> Virtual <input type="checkbox"/> Other</p>		<p>Length of course (v)</p>	<p>Six hours</p>
<p>Location (viii)</p>	<p>Location: TBD</p> <p>Date(s): TBD</p>		<p>Proposed fee (ix)</p>	<p>\$230</p>
<p>Evaluations (x)</p>	<p><i>Summary evaluations for each course section will be collected</i></p>	<p><i>List of all participants will be submitted to DOE (xi)</i></p>	<p>Nepotism (xii)</p>	<p><i>Each instructor’s nepotism form is available upon request.</i></p>
<p>Submitted by</p>	<p>Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com 770-962-2985</p>			

APPLICATION

Policy Development and Effective Board Governance Workshop

(i) Training Provider	<i>Georgia School Boards Association</i>		Submission Date	4/28/2017
Course Title (iv)	<i>Policy Development and Effective Board Governance Workshop</i>	Training hours required from approved training credit course(s) by DOE approved providers.	(ii & iii) Instructor of Record: Tony Arasi, Zenda Bowie, Bill Sampson, Angela Palm	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com
Course Description (Syllabus) (vi)	<p>An overview of the process, topics, and issues related to effective Charter System board governance through policy development with an emphasis upon implementing new legislation, state board rules, court decisions, and other issues at the local level. Other topics include finance, ethics, student discipline, personnel, etc.</p> <p>Completion of this training meets the requirement of New State Board of Education School Training Plan for veteran board members.</p>	<p>Training to be focused on but not limited to these standards:</p> <p>Domain I: Governance Structure; Standards: A B C D</p> <p>Domain II: Strategic Planning; Standards: A B</p> <p>Domain III: Board and Community Relations; Standards; A B C</p> <p>Domain IV: Policy Development; Standard; A</p> <p>Domain V: Board Meetings; Standard; A</p> <p>Domain VI: Personnel; Standards; A B C</p> <p>Domain VII: Financial Governance; Standards; A B</p> <p>Domain VIII: Ethics; Standard; A</p>		
Delivery Method (vii)	___ Small Group <input checked="" type="checkbox"/> Large Group ___ Whole Board		Length of course (v)	Six hours

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	___ Virtual ___ Other			
Location (viii)	Savannah June 2018		Proposed fee (ix)	\$220
Evaluations (x)	<i>Summary evaluations for each course section will be collected</i>	<i>List of all participants will be submitted to DOE (xi)</i>	Nepotism (xii)	<i>Each instructor's nepotism form is available upon request.</i>
Submitted by	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com 770-962-2985			

School Law Workshop

(i) Training Provider	<i>Georgia School Boards Association</i>		Submission Date	4/28/2017
Course Title (iv)	<i>School Law Workshop</i>	Training hours required from approved training credit course(s) by DOE approved providers.	(ii & iii) Instructor of Record: Tony Arasi, Zenda Bowie, Bill Sampson, Angela Palm	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com
Course Description (Syllabus) (vi)	A review of legal and policy issues directly related to school governance and current educational legal issues. Topics include personnel, student discipline, open meetings/open records, parliamentary procedure, recent legislation and case law. Completion of this training meets the requirement of New State Board of Education School Training Plan for veteran board members.		Training to be focused on but not limited to these standards: Domain I: Governance Structure; Standards: A B C D Domain III: Board and Community Relations; Standards; A B C	

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			Domain IV: Policy Development; Standard; A Domain V: Board Meetings; Standard; A Domain VI: Personnel; Standards; A B C Domain VII: Financial Governance; Standards; A B Domain VIII: Ethics; Standard; A	
Delivery Method (vii)	<input checked="" type="checkbox"/> Small Group <input checked="" type="checkbox"/> Large Group _____ Whole Board _____ Virtual _____ Other	Length of course (v)	Six hours	
Location (viii)	Atlanta Renaissance Waverly Hotel December 2017	Proposed fee (ix)	\$220	
Evaluations (x)	<i>Summary evaluations for each course section will be collected</i>	<i>List of all participants will be submitted to DOE (xi)</i>	<i>Nepotism (xii)</i>	<i>Each instructor's nepotism form is available upon request.</i>
Submitted by	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com 770-962-2985			

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Use of Data Workshop

(i) Training Provider	<i>Georgia School Boards Association</i>		Submission Date	4/28/2017
Course Title (iv)	<i>Use of Data Workshop</i>	Training hours required from approved training credit course(s) by DOE approved providers.	(ii & iii) Instructor of Record: Tony Arasi, Bill Sampson, Sam King, Stan DeJarnett	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com
Course Description (Syllabus) (vi)	<p>Training to enhance leadership skills of Charter System board members on focusing as a team to improve student achievement. Critical issues that will be addressed may include: closing the student achievement gap, implementing promotion and placement policy, federal legislation, recommendations from the Vision Project; team building, and other evolving issues.</p> <p>Completion of this training meets the requirement of New State Board of Education School Training Plan for veteran board members.</p>		<p>Training to be focused on but not limited to these standards:</p> <p>Domain I: Governance Structure; Standards: A B C D</p> <p>Domain II: Strategic Planning; Standards: A B</p> <p>Domain VI: Personnel; Standards; A B C</p> <p>Domain VII: Financial Governance; Standards; A B</p>	
Delivery Method (vii)	<input type="checkbox"/> Small Group <input checked="" type="checkbox"/> Large Group <input type="checkbox"/> Whole Board <input type="checkbox"/> Virtual <input type="checkbox"/> Other		Length of course (v)	Six hours
Location (viii)	<p>Renaissance Waverly Hotel, Atlanta, GA December 2017</p> <p>Hyatt Regency/Savannah, Savannah, GA June 2018</p>		Proposed fee (ix)	\$220

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Evaluations (x)	<i>Summary evaluations for each course section will be collected</i>	<i>List of all participants will be submitted to DOE (xi)</i>	Nepotism (xii)	<i>Each instructor's nepotism form is available upon request.</i>
Submitted by	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com 770-962-2985			

Best Practices in Board Leadership Workshop

(i) Training Provider	<i>Georgia School Boards Association</i>		Submission Date	4/28/2017
Course Title (iv)	<i>Best Practices in Board Leadership Workshop</i>	Training hours required from approved training credit course(s) by DOE approved providers.	(ii & iii) Instructor of Record: Tony Arasi, Zenda Bowie, Bill Sampson, Angela Palm	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com
Course Description (Syllabus) (vi)	<p>This course will provide participants valuable information on the major issues challenging Charter System school boards today. Topics may include but not be limited to: Superintendent Evaluation, Board Self-Assessment, Engaging the Community, Policy, Student Achievement, Effective Board Meetings, Board Member Ethics, Strategic Planning, as well as, Teamwork and Working Through Conflict. A particular emphasis as part of this workshop will feature how school boards can leverage technology as a tool to assist them in becoming more effective and efficient.</p> <p>Completion of this training meets the requirement of New State Board of Education School Training Plan for veteran board members.</p>		<p>Training to be focused on but not limited to these standards:</p> <p>Domain I: Governance Structure; Standards: A B C D</p> <p>Domain II: Strategic Planning; Standards A B</p> <p>Domain III: Board and Community Relations; Standards: A B C</p> <p>Domain IV: Policy Development; Standard: A B C</p>	

APPLICATION

			Domain V: Board Meetings; Standard: A Domain VI: Personnel; Standards: A Domain VIII: Ethics; Standard: A
Delivery Method (vii)	<input type="checkbox"/> Small Group <input checked="" type="checkbox"/> Large Group <input type="checkbox"/> Whole Board <input type="checkbox"/> Virtual <input type="checkbox"/> Other		Length of course (v) Six hours
Location (viii)	Statewide: Dates: TBD		Proposed fee (ix) \$220
Evaluations (x)	<i>Summary evaluations for each course section will be collected</i>	<i>List of all participants will be submitted to DOE (xi)</i>	Nepotism (xii) <i>Each instructor's nepotism form is available upon request.</i>
Submitted by	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com 770-962-2985		

APPLICATION

Board Ethics/Conflict Resolution Workshop

(i) Training Provider	<i>Georgia School Boards Association</i>		Submission Date	4/28/2017
Course Title (iv)	Board Ethics Conflict Resolution Workshop	Training hours required from approved training credit course(s) by DOE approved providers.	(ii & iii) Instructor of Record: ; Tony Arasi, Zenda Bowie, Bill Sampson, Justin Pauly	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com
Course Description (Syllabus) (vi)	<p>This course is designed to familiarize workshop participants with the fundamentals of school board ethics utilizing a variety of resources; define ethics as related to school governance and what is expected of members of the governance leadership team; review ethics policies and ramifications of violations of such policies; and encourage school district governance teams to work together to provide quality leadership for the schools and community.</p> <p>The Conflict Resolution piece of this course will help attendees: Exploring Conflict - How understanding your organization’s vision relates to conflict, understanding the dynamics of conflict, learn dos and don’ts of good communication and relationship building. The Dynamics of Using Resolution Techniques – listening skills, how to know the right questions to ask, understanding personal power in situations and Negotiation Skills – overcoming win/lost situations, giving options for dialogue, and how to get around unethical and manipulative strategies when used by others.</p> <p>Completion of this training meets the requirement of New State Board of Education School Training Plan for veteran board members.</p>		<p>Training to be focused on but not limited to these standards:</p> <p>Domain I: Governance Structure; Standards: A B C D</p> <p>Domain III: Board and Community Relations; Standards: A B C</p> <p>Domain IV: Policy Development; Standard: A</p> <p>Domain VIII: Ethics; Standard: A</p>	
Delivery Method (vii)	<input type="checkbox"/> Small Group <input checked="" type="checkbox"/> Large Group <input type="checkbox"/> Whole Board <input type="checkbox"/> Virtual <input type="checkbox"/> Other		Length of course (v)	Three hours each individual course; Six hours if taught together
Location (viii)	Statewide: Dates: TBD		Proposed fee (ix)	\$220

APPLICATION

Evaluations (x)	<i>Summary evaluations for each course section will be collected</i>	<i>List of all participants will be submitted to DOE (xi)</i>	Nepotism (xii)	<i>Each instructor's nepotism form is available upon request.</i>
Submitted by	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com 770-962-2985			

Effective Board Governance (Regional Workshops)

(i) Training Provider	<i>Georgia School Boards Association</i>		Submission Date	4/28/2017
Course Title (iv)	<i>Effective Board Governance (Regional Workshops)</i>	Training hours required from approved training credit course(s) by DOE approved providers.	(ii & iii) Instructor of Record: Tony Arasi, Zenda Bowie, Bill Sampson, Angela Palm	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com
Course Description (Syllabus) (vi)	An in-depth review of state standards for effective Charter System board governance. Included are topics chosen from the standards list. May include legal, policy, personnel, finance, team governance, roles and responsibilities, superintendent evaluation, board self-assessment, ethics and strategic planning. Emphasis on autonomy in decision making. Completion of this training meets the requirement of New State Board of Education School Training Plan for veteran board members.		Training to be focused on but not limited to these standards: Domain I: Governance Structure; Standards: A B C D Domain II: Strategic Planning; Standards: A B Domain III: Board and Community Relations; Standards; A B C Domain IV: Policy Development; Standard; A Domain V: Board Meetings; Standard; A	

APPLICATION

			Domain VI: Personnel; Standards; A B C Domain VII: Financial Governance; Standards; A B Domain VIII: Ethics; Standard; A
Delivery Method (vii)	<input type="checkbox"/> Small Group <input checked="" type="checkbox"/> Large Group <input checked="" type="checkbox"/> Whole Board <input type="checkbox"/> Virtual <input checked="" type="checkbox"/> Other		Length of course (v) Six hours Three hours
Location (viii)	As Requested Date(s): As Requested		Proposed fee (ix) \$220
Evaluations (x)	<i>Summary evaluations for each course section will be collected</i>	<i>List of all participants will be submitted to DOE (xi)</i>	Nepotism (xii) <i>Each instructor's nepotism form is available upon request.</i>
Submitted by	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com 770-962-2985		

APPLICATION

Whole Board Governance Team Training

(i) Training Provider	<i>Georgia School Boards Association</i>		Submission Date	4/28/2017
Course Title (iv)	Whole Board Governance Team Training	Training hours required from approved training credit course(s) by DOE approved providers.	(ii & iii) Instructor of Record: Tony Arasi, Zenda Bowie, Bill Sampson, Angela Palm, Steve Smith, Stan DeJarnett, Mary Jessie	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com
Course Description (Syllabus) (vi)	<p>An overview of the issues, skills, and knowledge required to be an effective governance team. Instructional topics will be decided locally, based upon a needs assessment and will address GSBOE standards for effective governance. Emphasis on autonomy in decision making.</p> <p>Completion of this training meets the requirement of New State Board of Education School Training Plan for veteran board members.</p>	<p>Training to be focused on but not limited to these standards:</p> <p>Domain I: Governance Structure; Standards: A B C D</p> <p>Domain II: Strategic Planning; Standards: A B</p> <p>Domain III: Board and Community Relations; Standards; A B C</p> <p>Domain IV: Policy Development; Standard; A</p> <p>Domain V: Board Meetings; Standard; A</p> <p>Domain VI: Personnel; Standards; A B C</p> <p>Domain VII: Financial Governance; Standards; A B</p> <p>Domain VIII: Ethics; Standard; A</p>		

APPLICATION

Delivery Method (vii)	<input type="checkbox"/> Small Group <input type="checkbox"/> Large Group <input checked="" type="checkbox"/> Whole Board <input type="checkbox"/> Virtual <input type="checkbox"/> Other		Length of course (v)	Six hours Three hour
Location (viii)	Statewide As Requested Date(s): As Requested		Proposed fee (ix)	\$750.00 for 3 hour session + travel expenses \$1000.00 for 6 hour session + travel expenses
Evaluations (x)	<i>Summary evaluations for each course section will be collected</i>	<i>List of all participants will be submitted to DOE (xi)</i>	Nepotism (xii)	<i>Each instructor's nepotism form is available upon request.</i>
Submitted by	Tony Arasi: GSBA Director of Board Development Email: tarasi@gsba.com 770-962-2985			

APPLICATION

Nepotism Assurance Agreement

As an Instructor/trainer for Georgia School Boards Association I will not provide Charter Board Governance training to local members who are immediate family members without obtaining prior approval from the State School Superintendent or his designee. For the purpose of this assurance, immediate family shall include a spouse, child, sibling, parent or the spouse of a child, sibling or parent.

Valerie Wilson
Print Name

Valerie Wilson
Signature

4-25-17
Date

Board Training Course: _____

APPLICATION

Nepotism Assurance Agreement

As an Instructor/trainer for Georgia School Boards Association I will not provide Charter Board Governance training to local members who are immediate family members without obtaining prior approval from the State School Superintendent or his designee. For the purpose of this assurance, immediate family shall include a spouse, child, sibling, parent or the spouse of a child, sibling or parent.

E. Steven Smith, Ph.D.

Print Name

E. Steven Smith, Ph.D.

Signature

Date

4/24/17

Board Training Course:

Whole Board Trainings (3-4 hr.)

APPLICATION

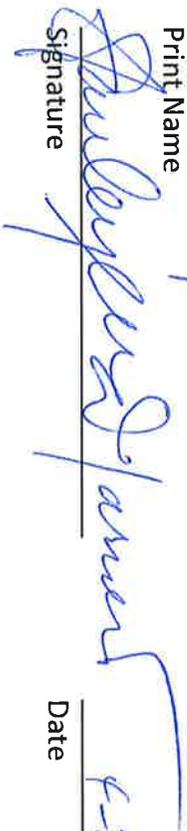
Nepotism Assurance Agreement

As an Instructor/trainer for Georgia School Boards Association I will not provide Charter Board Governance training to local members who are immediate family members without obtaining prior approval from the State School Superintendent or his designee. For the purpose of this assurance, immediate family shall include a spouse, child, sibling, parent or the spouse of a child, sibling or parent.

Print Name

Stanley W DeJarnett

Signature



Date

4-24-17

Board Training Course: _____

APPLICATION

Nepotism Assurance Agreement

As an Instructor/trainer for Georgia School Boards Association I will not provide Charter Board Governance training to local members who are immediate family members without obtaining prior approval from the State School Superintendent or his designee. For the purpose of this assurance, immediate family shall include a spouse, child, sibling, parent or the spouse of a child, sibling or parent.

Tudy Sobar
Print Name

Tudy Sobar
Signature

4/19/17
Date

Board Training Course: Superintendent Search Process

APPLICATION

Nepotism Assurance Agreement

As an Instructor/trainer for Georgia School Boards Association I will not provide Charter Board Governance training to local members who are immediate family members without obtaining prior approval from the State School Superintendent or his designee. For the purpose of this assurance, immediate family shall include a spouse, child, sibling, parent or the spouse of a child, sibling or parent.

Annela Palm
Print Name

Annela Palm
Signature

4/19/17
Date

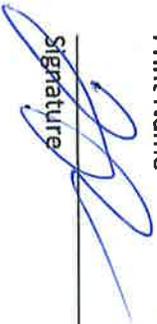
Board Training Course: _____

APPLICATION

Nepotism Assurance Agreement

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Justin Pauly
Print Name


Signature

4/19/17
Date

Board Training Course: _____

APPLICATION

Nepotism Assurance Agreement

As an Instructor/trainer for Georgia School Boards Association I will not provide Charter Board Governance training to local members who are immediate family members without obtaining prior approval from the State School Superintendent or his designee. For the purpose of this assurance, immediate family shall include a spouse, child, sibling, parent or the spouse of a child, sibling or parent.

Mark A. Willis
Print Name


Signature

4/20/2017
Date

Board Training Course: _____

APPLICATION

Nepotism Assurance Agreement

As an instructor/trainer for Georgia School Boards Association I will not provide Charter Board Governance training to local members who are immediate family members without obtaining prior approval from the State School Superintendent or his designee. For the purpose of this assurance, immediate family shall include a spouse, child, sibling, parent or the spouse of a child, sibling or parent.

Mary M. Jessie

Print Name

Mary M. Jessie

Signature

Date

April 19, 2017

Board Training Course: **Whole Board Governance Team Training

**Note: I do not provide Charter Board Governance training

APPLICATION

Nepotism Assurance Agreement

As an Instructor/trainer for Georgia School Boards Association I will not provide Charter Board Governance training to local members who are immediate family members without obtaining prior approval from the State School Superintendent or his designee. For the purpose of this assurance, immediate family shall include a spouse, child, sibling, parent or the spouse of a child, sibling or parent.

Tony Arasi

Print Name



Signature

4/19/17

Date

Board Training Course: _____

GEORGIA SCHOOL BOARDS
Performing Arts Charter Academy Whole Board Training
Participant Evaluation Form

Training Location: GSBA Office
Date of Training: February 16, 2015
Instructor: Tony Arasi

Please respond to each item by checking () the box under the appropriate rating for each statement.

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The course objectives were appropriate for the stated topic.	<input checked="" type="checkbox"/>				
The course objectives were practical.		<input checked="" type="checkbox"/>			
The presentation was well organized.		<input checked="" type="checkbox"/>			
The program schedule was well adapted to meet board member needs.		<input checked="" type="checkbox"/>			
Meeting facilities and technology were suitable.			<input checked="" type="checkbox"/>		
The activities and materials were appropriate.		<input checked="" type="checkbox"/>			
This session was an effective training experience for me and met my needs.		<input checked="" type="checkbox"/>			
Opportunities were provided for me to give feedback and express my opinion.	<input checked="" type="checkbox"/>				
This training session will aid me in becoming a more effective board member.			<input checked="" type="checkbox"/>		
I would recommend this training session to another board member.		<input checked="" type="checkbox"/>			

Overall Grade (check one):

Content

Instructor

- Exemplary
 Effective
 Needs Development
 Ineffective

- Exemplary
 Effective
 Needs Development
 Ineffective

Please provide general comments concerning the session and give any suggestions you would like considered regarding future training sessions. If additional space is needed, use the reverse side of the evaluation form.

GEORGIA SCHOOL BOARDS
Performing Arts Charter Academy Whole Board Training
Participant Evaluation Form

Training Location: GSBA Office
Date of Training: February 16, 2015
Instructor: Tony Arasi

Please respond to each item by checking () the box under the appropriate rating for each statement.

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The course objectives were appropriate for the stated topic.	<input checked="" type="checkbox"/>				
The course objectives were practical.	<input checked="" type="checkbox"/>				
The presentation was well organized.	<input checked="" type="checkbox"/>				
The program schedule was well adapted to meet board member needs.	<input checked="" type="checkbox"/>				
Meeting facilities and technology were suitable.	<input checked="" type="checkbox"/>				
The activities and materials were appropriate.	<input checked="" type="checkbox"/>				
This session was an effective training experience for me and met my needs.	<input checked="" type="checkbox"/>				
Opportunities were provided for me to give feedback and express my opinion.	<input checked="" type="checkbox"/>				
This training session will aid me in becoming a more effective board member.	<input checked="" type="checkbox"/>				
I would recommend this training session to another board member.	<input checked="" type="checkbox"/>				

Overall Grade (check one):

Content

Instructor

- Exemplary
- Effective
- Needs Development
- Ineffective

- Exemplary
- Effective
- Needs Development
- Ineffective

Please provide general comments concerning the session and give any suggestions you would like considered regarding future training sessions. If additional space is needed, use the reverse side of the evaluation form.

I felt the training was well done and the ability to ask questions and have people get back to you with answers was way beyond perfect.

**GEORGIA SCHOOL BOARDS ASSOCIATION
WHOLE BOARD GOVERNANCE TEAM TRAINING
PARTICIPANT'S EVALUATION FORM**
New Life Academy of Excellence – Zenda Bowie, GSBA Workshop Facilitator
December 12, 2015

Please respond to each item listed below by checking the appropriate block.

- | YES | NO | |
|---|--------|--|
| [<input checked="" type="checkbox"/>] | [] | 1. Presentation was well organized |
| [<input checked="" type="checkbox"/>] | [] | 2. Information was relevant |
| [<input checked="" type="checkbox"/>] | [] | 3. Variety in the presentation kept my attention. |
| [<input checked="" type="checkbox"/>] | [] | 4. Handouts were appropriate and relevant. |
| [<input checked="" type="checkbox"/>] | [] | 5. The instructor was prepared and provided appropriate information. |
| [<input checked="" type="checkbox"/>] | [] | 6. The course was a successful training experience for me. |
| [<input checked="" type="checkbox"/>] | [] | 7. Opportunities were made for me to provide feedback. |
| [<input checked="" type="checkbox"/>] | [] | 8. Would you recommend this training to others? |

11. Overall Rating (check one):
- | | |
|---|---|
| <u>Content</u> | <u>Instructor(s)</u> |
| <input checked="" type="checkbox"/> Excellent | <input checked="" type="checkbox"/> Excellent |
| <input type="checkbox"/> Good | <input type="checkbox"/> Good |
| <input type="checkbox"/> Fair | <input type="checkbox"/> Fair |
| <input type="checkbox"/> Needs Improvement | <input type="checkbox"/> Needs Improvement |

12. General comments and suggestions:

The training was very informative, and positioned our School Board for continued success. It would be a honor to have Mrs. Bowie to come back to present additional information for our School Board

**GEORGIA SCHOOL BOARDS ASSOCIATION
WHOLE BOARD GOVERNANCE TEAM TRAINING
PARTICIPANT'S EVALUATION FORM**
New Life Academy of Excellence – Zenda Bowie, GSBA Workshop Facilitator
December 12, 2015

Please respond to each item listed below by checking the appropriate block.

- | YES | NO | |
|---|--------|--|
| [<input checked="" type="checkbox"/>] | [] | 1. Presentation was well organized |
| [<input checked="" type="checkbox"/>] | [] | 2. Information was relevant |
| [<input checked="" type="checkbox"/>] | [] | 3. Variety in the presentation kept my attention. |
| [<input checked="" type="checkbox"/>] | [] | 4. Handouts were appropriate and relevant. |
| [<input checked="" type="checkbox"/>] | [] | 5. The instructor was prepared and provided appropriate information. |
| [<input checked="" type="checkbox"/>] | [] | 6. The course was a successful training experience for me. |
| [<input checked="" type="checkbox"/>] | [] | 7. Opportunities were made for me to provide feedback. |
| [<input checked="" type="checkbox"/>] | [] | 8. Would you recommend this training to others? |

11. Overall Rating (check one):
- | | |
|--|--|
| <p><u>Content</u></p> <p><input checked="" type="checkbox"/> Excellent</p> <p><input type="checkbox"/> Good</p> <p><input type="checkbox"/> Fair</p> <p><input type="checkbox"/> Needs Improvement</p> | <p><u>Instructor(s)</u></p> <p><input checked="" type="checkbox"/> Excellent</p> <p><input type="checkbox"/> Good</p> <p><input type="checkbox"/> Fair</p> <p><input type="checkbox"/> Needs Improvement</p> |
|--|--|

12. General comments and suggestions:

Learn a lot

**GEORGIA SCHOOL BOARDS ASSOCIATION
WHOLE BOARD GOVERNANCE TEAM TRAINING
PARTICIPANT'S EVALUATION FORM**

New Life Academy of Excellence – Zenda Bowie, GSBA Workshop Facilitator
December 12, 2015

Please respond to each item listed below by checking the appropriate block.

- | YES | NO | |
|---|-----------|--|
| [<input checked="" type="checkbox"/>] | []] | 1. Presentation was well organized |
| [<input checked="" type="checkbox"/>] | []] | 2. Information was relevant |
| [<input checked="" type="checkbox"/>] | []] | 3. Variety in the presentation kept my attention. |
| [<input checked="" type="checkbox"/>] | []] | 4. Handouts were appropriate and relevant. |
| [<input checked="" type="checkbox"/>] | []] | 5. The instructor was prepared and provided appropriate information. |
| [<input checked="" type="checkbox"/>] | []] | 6. The course was a successful training experience for me. |
| [<input checked="" type="checkbox"/>] | []] | 7. Opportunities were made for me to provide feedback. |
| [<input checked="" type="checkbox"/>] | []] | 8. Would you recommend this training to others? |

11. Overall Rating (check one):
- | | |
|--|--|
| <p><u>Content</u></p> <p><input checked="" type="checkbox"/> Excellent</p> <p><input type="checkbox"/> Good</p> <p><input type="checkbox"/> Fair</p> <p><input type="checkbox"/> Needs Improvement</p> | <p><u>Instructor(s)</u></p> <p><input checked="" type="checkbox"/> Excellent</p> <p><input type="checkbox"/> Good</p> <p><input type="checkbox"/> Fair</p> <p><input type="checkbox"/> Needs Improvement</p> |
|--|--|

12. General comments and suggestions:

Ms Bowie was very informative, concise and personable. We gained a great deal of knowledge that will increase our board effectiveness!!

**GEORGIA SCHOOL BOARDS ASSOCIATION
WHOLE BOARD GOVERNANCE TEAM TRAINING
PARTICIPANT'S EVALUATION FORM**
New Life Academy of Excellence – Zenda Bowie, GSBA Workshop Facilitator
December 12, 2015

Please respond to each item listed below by checking the appropriate block.

- | YES | NO | |
|---|------------------------------|--|
| [<input checked="" type="checkbox"/>] | [<input type="checkbox"/>] | 1. Presentation was well organized |
| [<input checked="" type="checkbox"/>] | [<input type="checkbox"/>] | 2. Information was relevant |
| [<input checked="" type="checkbox"/>] | [<input type="checkbox"/>] | 3. Variety in the presentation kept my attention. |
| [<input checked="" type="checkbox"/>] | [<input type="checkbox"/>] | 4. Handouts were appropriate and relevant. |
| [<input checked="" type="checkbox"/>] | [<input type="checkbox"/>] | 5. The instructor was prepared and provided appropriate information. |
| [<input checked="" type="checkbox"/>] | [<input type="checkbox"/>] | 6. The course was a successful training experience for me. |
| [<input checked="" type="checkbox"/>] | [<input type="checkbox"/>] | 7. Opportunities were made for me to provide feedback. |
| [<input checked="" type="checkbox"/>] | [<input type="checkbox"/>] | 8. Would you recommend this training to others? |

11. Overall Rating (check one):
- | | |
|--|--|
| <p><u>Content</u></p> <p><input checked="" type="checkbox"/> Excellent</p> <p><input type="checkbox"/> Good</p> <p><input type="checkbox"/> Fair</p> <p><input type="checkbox"/> Needs Improvement</p> | <p><u>Instructor(s)</u></p> <p><input checked="" type="checkbox"/> Excellent</p> <p><input type="checkbox"/> Good</p> <p><input type="checkbox"/> Fair</p> <p><input type="checkbox"/> Needs Improvement</p> |
|--|--|

12. General comments and suggestions:

Mrs. Bowie was very well prepared. She shared relevant examples and personal insights. She highlighted important points and welcomed questions and provided clarification. Her presentation style was light and engaging - Excellent job!

**GEORGIA SCHOOL BOARDS ASSOCIATION
WHOLE BOARD GOVERNANCE TEAM TRAINING
PARTICIPANT'S EVALUATION FORM**
New Life Academy of Excellence – Zenda Bowie, GSBA Workshop Facilitator
December 12, 2015

Please respond to each item listed below by checking the appropriate block.

- | YES <input checked="" type="checkbox"/> | NO | |
|---|--------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 1. Presentation was well organized |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 2. Information was relevant |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 3. Variety in the presentation kept my attention. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4. Handouts were appropriate and relevant. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 5. The instructor was prepared and provided appropriate information. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 6. The course was a successful training experience for me. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 7. Opportunities were made for me to provide feedback. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | 8. Would you recommend this training to others? |

11. Overall Rating (check one):

Content

Excellent

Good

Fair

Needs Improvement

Instructor(s)

Excellent

Good

Fair

Needs Improvement

12. General comments and suggestions:

Ms. Zenda Bowie was well organized, prepared and engaging. Would recommend her highly.



**GEORGIA SCHOOL BOARDS ASSOCIATION
Board Training
Participant Evaluation Form**

District: New Life Academy of Excellence Charter

Training Location: Norcross, GA

Date of Training: April 29, 2017

Instructor(s): Zenda Bowie

Please respond to each item by checking (✓) the box under the appropriate rating for each statement.

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The course objectives were appropriate for the stated topic(s).	✓				
The course objectives were practical.	✓				
The presentation was well organized.	✓				
The program schedule was well adapted to meet governance team member needs.	✓				
Meeting facilities and technology were suitable.	✓				
The activities and materials were appropriate.	✓				
This session was an effective training experience for me and met my needs.	✓				
Opportunities were provided for me to give feedback and express my opinion.	✓				
This training session will aid me in becoming a more effective board member/principal.	✓				
I would recommend this training session to another board member/principal.	✓				

Overall Rating (check one):

Content

- Exemplary
- Effective
- Needs Development
- Ineffective

Instructor

- Exemplary
- Effective
- Needs Development
- Ineffective

*The Policy Update document was very helpful.
Good information, very practical*

Please provide general comments concerning the session and give any suggestions you would like considered regarding future training sessions. If additional space is needed, use the reverse side of the evaluation form.

The baseball analogy was ~~was~~ excellent and summed up the work and relationship of the board.

Presenter - was very professional and easy to relate to - she shared examples and resources.



**GEORGIA SCHOOL BOARDS ASSOCIATION
Board Training
Participant Evaluation Form**

District: New Life Academy of Excellence Charter

Training Location: Norcross, GA

Date of Training: April 29, 2017

Instructor(s): Zenda Bowie

Please respond to each item by checking (✓) the box under the appropriate rating for each statement.

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The course objectives were appropriate for the stated topic(s).	✓				
The course objectives were practical.	✓				
The presentation was well organized.	✓				
The program schedule was well adapted to meet governance team member needs.	✓				
Meeting facilities and technology were suitable.	✓				
The activities and materials were appropriate.	✓				
This session was an effective training experience for me and met my needs.	✓				
Opportunities were provided for me to give feedback and express my opinion.	✓				
This training session will aid me in becoming a more effective board member/principal.	✓				
I would recommend this training session to another board member/principal.	✓				

Overall Rating (check one):

Content

- Exemplary
- Effective
- Needs Development
- Ineffective

Instructor

- Exemplary
- Effective
- Needs Development
- Ineffective

Please provide general comments concerning the session and give any suggestions you would like considered regarding future training sessions. If additional space is needed, use the reverse side of the evaluation form.



GEORGIA SCHOOL BOARDS ASSOCIATION

Board Training

Participant Evaluation Form

District: New Life Academy of Excellence Charter

Training Location: Norcross, GA

Date of Training: April 29, 2017

Instructor(s): Zenda Bowie

Please respond to each item by checking (✓) the box under the appropriate rating for each statement.

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The course objectives were appropriate for the stated topic(s).	✓				
The course objectives were practical.	✓				
The presentation was well organized.	✓				
The program schedule was well adapted to meet governance team member needs.	✓				
Meeting facilities and technology were suitable.	✓				
The activities and materials were appropriate.	✓				
This session was an effective training experience for me and met my needs.	✓				
Opportunities were provided for me to give feedback and express my opinion.		✓			
This training session will aid me in becoming a more effective board member/principal.	✓				
I would recommend this training session to another board member/principal.	✓				

Overall Rating (check one):

Content

- Exemplary
- Effective
- Needs Development
- Ineffective

Instructor

- Exemplary
- Effective
- Needs Development
- Ineffective

Please provide general comments concerning the session and give any suggestions you would like considered regarding future training sessions. If additional space is needed, use the reverse side of the evaluation form.



**GEORGIA SCHOOL BOARDS ASSOCIATION
Board Training
Participant Evaluation Form**

District: New Life Academy of Excellence Charter

Training Location: Norcross, GA

Date of Training: April 29, 2017

Instructor(s): Zenda Bowie

Please respond to each item by checking (✓) the box under the appropriate rating for each statement.

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
The course objectives were appropriate for the stated topic(s).	✓				
The course objectives were practical.	✓				
The presentation was well organized.	✓				
The program schedule was well adapted to meet governance team member needs.	✓				
Meeting facilities and technology were suitable.	✓				
The activities and materials were appropriate.	✓				
This session was an effective training experience for me and met my needs.	✓				
Opportunities were provided for me to give feedback and express my opinion.	✓				
This training session will aid me in becoming a more effective board member/principal.	✓				
I would recommend this training session to another board member/principal.	✓				

Overall Rating (check one):

Content

- Exemplary
- Effective
- Needs Development
- Ineffective

Instructor

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Ms. Zenda Bowie is always gracious and informative. Her engaging style keeps us alert and aware!



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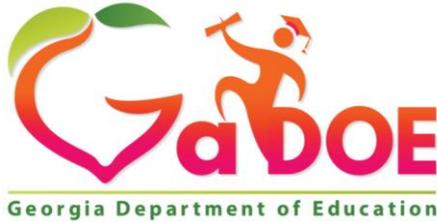
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Very good training & presented extremely well. I learned alot. Thank You!



Richard Woods, Georgia's School Superintendent
"Educating Georgia's Future"

Please provide responses to all three hypothetical questions given below.

Hypothetical #1 – You are working with Charter School XYZ's founding board that is comprised of mostly parents. The school is in its first year of operation. The board has hired a principal and the principal has hired a staff. The school is located in a wealthy part of town and does not provide transportation. As a result, the students are majority high income. The board has issues with the way that the teachers are trained and on-boarded onto the staff. The board also has concerns that their Principal is not handling carpool well. Some teachers are complaining that the principal is too strict. Lastly, the facility has had many issues and concerns including a leaky roof. As a result of all of these things, the board is meeting today to consider firing the principal. Also one board member is related to a teacher.

- How would you advise this board in terms of duties, roles and responsibilities, and next steps?
- What are some considerations moving forward to avoid these conflicts?

Hypothetical #2 – A well-established charter school has recently come under public scrutiny for not reflecting the diversity of the community served by the charter school. The school has decent student achievement data, and has been in existence for over ten years. The board does not believe that there is anything it can do to diversify. It also believes that it does not need to diversify. The board is about half parents and half other community members.

- What would you do with this board and why?
- What are the issues here?

Hypothetical #3 – An established charter school is having some serious board turnover in a way that is unprecedented. You are the board's trainer. You attend a board meeting and notice that there is not any real discussion. The items pass without any questions or comments. There is not time for public comment. The principal's report is sparse and does not include any academic data. Additionally, the CFO was unable to answer questions about the financial documents. When asked questions, the principal spoke up to answer questions about the financial statements. Several board members seem to have a very friendly demeanor with the principal.

- What are your thoughts on this?
- What are some suggestions you would make to the board?
- How would you incorporate this into the training?

Hypothetical Question #1

There needs to be a deep discussion between the principal and the governing board members about the roles and responsibilities of the board vs. the role and responsibilities of the CEO/Principal.

Additional pertinent documents that can be used for reference and development of discussion are the Individual School Charter, Board of Education Code of Ethics and the State Standards for Governing Boards Members.

These three documents should provide the foundation and a roadmap for what the governing board members and principal need to do in their respective roles. Both the Code of Ethics for Board Members and the State Standards are laid out in each domain that cover all of these areas that board members are responsible for in carrying out their duties. Also, these documents make very clear the role of the board member as well as the principal.

Due to the numerous issues in this hypothetical, I do not recommend just one training session for this governing team but a series of them throughout the year. The trainings will align these three documents in developing a professional development plan for the board and principal throughout the year.

My recommendations on some of the issues included:

- Concerns about the principal's performance – We suggest the principal and the board review the current principal evaluation instrument and the process by which the board will evaluate the principal via the document. Perhaps some of the areas that they believe are issues are embedded in the instrument and will allow the board at evaluation time to reflect their concerns. If not, the board and principal may want to revise the principal evaluation document. This is a process that needs to be done with the principal and the board together and should include when the evaluation will be done and how it will be done. The key to the evaluation of the CEO/principal is that clearly defined goals are developed and agreed upon by all parties.
- Issues such as maintenance, carpools and a few other operational issues and are within the purview of the principal. Board members have every right within their role to express concern from community members to the principal and then hold the principal accountable to try to resolve the issues.
- Regarding the student body being represented by mostly high-income students it is something that the board need to review. A deep, frank discussion needs to be held between the board and principal relative to the students, the community and their representation in the student body. This discussion is not always easy but it is necessary.
- The other issue is teacher training/professional development. The Board and principal need to develop a training plan that allows them to focus on the work and their role in the work. The principal needs to develop professional development for the teaching staff. The professional

development plan should be aligned with what the board and principal want to achieve during the year. Usually, this centers around the school improvement plan but, again, recommending that the school improvement plan be aligned, where appropriate, with what the board and principal want to achieve during the year. *This follows a similar pattern of schools and school districts that align their school improvement plan with the district's strategic plan.

In summary, this board and principal need the basic foundations of roles and responsibilities, understanding their work related to State Standards and understanding that their actions and behavior need to align with the Code of Ethics. These trainings need to be multiple and over a period of time.

Hypothetical Question #2

In response to this hypothetical, there needs to be a deep, honest discussion about the students, the community and their representation as part of the school. We suggest that leadership look at the original Charter and the weighting formula for the student lottery. Perhaps they could change the formula to possibly allow more opportunities for diverse populations. Of course, this would have to be done through the application process and getting the Charter changes approved. Another suggestion is to look at the makeup of the board members and make sure in the process that there are greater opportunities for a more diverse makeup of board members and possibly consider teachers, other parents, or staff members. This might require a revision of and approval of a revised Charter.

Hypothetical Question #3

Suggestions related to this hypothetical include some of the following:

As referenced in hypothetical #1, review and training based on foundations, principles of good board governance which would include the roles and responsibilities listed in the charter, board member Code of Ethics, and State Standards for governing board members. As stated in hypothetical #1 this will be not one training but a series of training and these would be the foundation for the training.

A specific training is needed here regarding effective board meetings to include Parliamentary Procedure, including board agenda development, developing data and other reports to support the agenda items and strategies on encouraging and utilizing community input through public comment.

As far as the board turnover is concerned, would suggest that a board self-assessment be done. There are instruments available that boards may utilize to assess how they are doing as a governance team including working with the principal. This could uncover some areas that would allow the board to develop an improvement plan. Also suggest exit interviews with those board members that leave to get feedback from them.

Another idea related to board turnover, is to make sure that in the future as prospective people emerge that might become board members, there be a training so that they are aware of what responsibilities they will have if they become a governing board member. We, at GSBA, regularly use both self-assessments and candidate training for prospective board members regularly and we believe they are great tools to possibly reduce turnover.

As far as the CFO is concerned not knowing the answers to questions, I would suggest a review be done of his or her last evaluation. If this person is not knowledgeable in finances or is he/she refusing to be open and honest about the financial picture. If the person is not knowledgeable, may want to develop a professional development plan or again, through the evaluation process make them aware of their deficiencies and develop an improvement plan for the coming year. If they do know the answers to the questions but refuse to answer, that is a performance issue that should be addressed.

The principal and board members friendliness can be good or bad depending on the individual circumstances. That would need to be handled on a case by case basis. If any of the board members are allowing the friendship to sway how they vote on issues, that needs to be discussed and addressed.