

Trustee Continuing Education Committee  
September 17, 2010  
Galt House Hotel  
Louisville, KY

The Trustee Continuing Education Committee met on Friday, September 17 at the Galt House Hotel in Louisville, KY. Present were; J.C. Morgan (Campbell County), Beth Milburn (KDLA), Bessie Gray-Knox (KDLA), Wayne Onkst (KDLA), Regina Holland (Monroe County), Paul Poland (Scott County), Lois Schultz (Kenton County), Karen Kasacavage (Woodford County), Sharon Shanks (Nelson County), Mindy Woods (Carter County), Lisa Rice (Warren County), Buzz Carmichael (Lexington), Jim McDuffee (Breathitt County), and Jim Stoops (Monroe County).

Chair Jim Stoops called the meeting to order at 1:00 p.m. Introductions were made.

Trustee Certification was discussed and all members agreed certification training should be done. Jim Stoops feels we will have a plan ready for the spring meeting.

Certification programs from Kansas and Nebraska were reviewed. The five key skills identified in the Kansas model; working with the administration, development of an effective board, budget development/advocacy, assessing policy, and strategic planning will be adopted. It was suggested to contact Nelda Moore to develop the content for training. In the future, these key skills can be modified to suit our needs and a Level II training could be added to include such topics as; intellectual freedom, investing, construction, and confidentiality.

The group feels certification should begin as a voluntary program with a future date set for the implementation of mandatory training. KRS would need to be revised to make it possible to mandate training. Boards should also revise their by-laws to include mandatory certification for trustees. In addition, each board member must receive the certification resulting in the entire board being certified.

Issues we may face include; resistance from trustees and directors, the amount of paperwork which may be involved, and the time factor for trustees and those who will be validating the training.

A key to acceptance will be easy access to training materials and a variety of ways to receive training. DVDs and online programs will be developed with a list of discussion questions for use after viewing. To validate training has been done a board chair or secretary could sign off on a Learning Activity Report adapted for the trustees. Not all training will be done this way, because much can be gained from "face to face" sessions with others to exchange experience and ideas.

KPLA agreed to cover the cost of training materials.

There was discussion on tying eligibility for certain grants to board certification. To keep a new member from disqualifying a board from being eligible for these grants, the orientation for new board members would give a trustee temporary certification with a time limit for achieving full certification. Our goal is to eventually make orientation and certification training uniform across the state so all trustees are operating at the same level of knowledge.

The next step is to get a positive message out on trustees' listserv, directors' listserv, and through KPLA. Trustees and directors need to know this is a combined effort of the KLTRT, KDLA, and KPLA to make their jobs easier, their boards run smoother, and to protect them from making mistakes which could cause them legal problems.

Wayne Onkst, Beth Milburn and Bessie Gray-Knox will see what resources are out there and where Nelda Moore might fit into the process.

Our next meeting is December 7<sup>th</sup> at 10 a.m. at the KDLA office in Frankfort.

Meeting was adjourned at 2:40 p.m.

Respectfully submitted,  
Mindy Woods  
Secretary, KLTRT