PSBA Members:

Hello – we’re glad you are checking out our newest edition of PSBA’s Year of Learning catalog. As we emerge from the necessary distance learning formats, we are exploring how to best serve our membership through improving our live training options while continuing to expand access to training via digital platforms used during the pandemic crisis.

As you peruse the catalog, notice where we are offering livestream and digital options alongside our live, on-site programs. PSBA’s highly attended Required School Director Training programs (RQD) will be offered not only as online courses and on-site training but also with an option to register for a livestream digital version. PSBA is an approved provider of required school director training and is proud to have certified over half of school board directors eligible for required training since the state law took effect in 2019.

We have added new webinars on school law topics and a presentation providing information on PA school board committees. PSBA’s education and training team has revised customized workshops to include a strategic planning facilitation as well as a new structure and process for setting board goals. This past year, we pioneered our first education and training partnerships to support several districts as they committed to ongoing training and professional development.

In the 2020-21 fiscal year, PSBA was able to support over 25% of PA school districts seeking to understand and implement educational equity. We now offer an Equity Continuum Assessment via the MetricsED platform with the option for a facilitated discussion and board report. Nearly 30 PA districts have participated in our equity workshop series, with What is Equity? rivaling A Deeper Dive into Roles and Responsibilities as our most requested workshop training.

Overall, the extraordinary events of the past 18 months have pushed all of us to find better ways to reach our members with training and resources. Emerging from travel restrictions and Zoom-only training doesn’t mean a “return to normal” for us. Instead, we are embracing the opportunity to increase member engagement, expand member access, and improve the support we offer to diverse school governing boards across the state.
How To Use This Guide:

Every year PSBA supports district leadership through a diverse selection of educational and training opportunities. From live events to online courses available 24/7, PSBA staff along with experienced practitioners provide relevant updates, in-depth discussions and timely learning for our members.

A Year of Learning is a catalog of offerings that allows you to see the full picture of training and opportunities for knowledge growth. Take a look at our signature and featured events to plan your calendar so you can take advantage of learning and networking events. Browse badge-earning online courses and those aligned to PSBA’s Certificate of Board Governance.

For timely learning, PSBA offers ongoing webinars. These digital streaming opportunities allow attendees to ask questions, hear legislative updates and participate in conversations around specific topics related to effective governance, thoughtful planning and responsible leadership.

Customized training can address the specific challenges facing your Team of 10. These offerings bring PSBA staff to your district (either digitally or physically) to present on the issues most relevant to your board and to facilitate conversations around core topics of governance.

Required school director training is provided via PSBA’s online courses designated with “RQD.” These include courses on trauma-informed education. Detailed overviews of your options are here within the catalog. To download additional copies and find updates to this guide, please visit PSBA.org.

Dates and locations subject to change.
REQUIRED SCHOOL DIRECTOR TRAINING

PSBA was the first approved provider of Pennsylvania’s required training for school directors. Act 55 of 2017 was the first legislation to enact a training requirement for school directors. Two years later, Act 18 of 2019 added one hour focused on trauma-informed education to the original requirements. Newly elected or appointed school directors after July 1, 2018 are required to complete a total of five hours of training within the first year of their term. Reelected school directors as of November 2019, are required to complete a total of three hours of training within the first year of their reelected term.

To celebrate directors who completed their required training via PSBA programs, visit the website Success Starts Here and click on “Find my District.”

PSBA provides 24/7, complimentary access to online learning courses approved for required school director training. To access, log into myPSBA.org and look for the RQD white and black icons as well as “RQD New” and “RQD Adv” in the titles of online courses. These courses are also available for all PSBA members. However, required training courses cannot be “banked” for a future training requirement.

PSBA will be refreshing all the Advanced School Director training courses for those reelected in 2021. PSBA Required School Director live training dates and locations are listed on pgs. 6-7.

To see a list of PSBA’s required training courses for both the New School Director Training certificate and Advanced School Director training certificate, please see the online learning section of this catalogue.

Please email edandtraining@psba.org with your questions. Visit the Required Training page on our website for videos and additional information.

TRAINING FORMATS

Signature and Featured Events
PSBA brings the training to you, with a series of live events held across the state every spring as well as a few featured learning opportunities with statewide partners.

Board Workshops and Retreats
PSBA coordinates with district and board leadership to identify a training need and match it to the best presentation or workshop for customized training.

Webinar Training
Access timely, high-quality webinars with statewide experts streamed via the Zoom webinar platform. Webinars offer interactive digital learning, connecting district leaders with experts and colleagues.

Online Courses
Personalized learning is offered through PSBA’s comprehensive online courses. Earn digital badges and certifications to demonstrate your commitment to professional development.
Signature Events

PSBA offers members a variety of live education and networking events throughout the year. Some events highlight foundational content or aspects of Pennsylvania public education. Other events cover timely topics, offering members direct access to experts, along with best-practice exchanges among peers. The goal of every gathering is to support school directors and other district leaders in exemplifying PSBA’s Principles for Governance and Leadership through governing effectively, leading responsibly, acting ethically, advocating earnestly, planning thoughtfully, evaluating continuously and communicating clearly.

For details on signature events, including specific locations as they become available, please go to PSBA.org.
RQD NEW School Director Training

New School Director Training is designed to meet the PA state training requirement for all newly elected school directors seated on their board in December 2021. New School Director Training is offered at multiple locations across the state, paired in most locations with Advanced School Director Training, which meets the requirements for those reelected to PA school boards in 2021.

This training offers an overview of school governance and the role of the school board, an introduction to school finance and board policy, as well as an overview of legal implications of the Sunshine Act, conflicts of interest and ethics. Per legislation passed by the PA General Assembly in 2019, a full hour is devoted to introducing trauma-informed education and its implications on school systems. Attendees will receive relevant resources for later reference. Time will be provided for questions, discussion and networking with other school directors in your region.

To register for this program, visit myPSBA.org. Note: Board secretaries can register members of the school board for this program.

Dates and Locations

- December 11, 9:00 a.m. – 4:00 p.m. at PSBA Headquarters
- December 15, 3:00 – 8:30 p.m. virtual via Zoom
- December 18, 9:30 a.m. – 3:15 p.m. virtual via Zoom
- January 8, 9:00 a.m. – 4:00 p.m. at Haverford School District
- January 8, 9:00 a.m. – 4:00 p.m. at AW Beattie CTC
- January 12, 2:30 – 8:30 p.m. at Berks County IU 14
- January 12, 2:30 – 8:30 p.m. at Richland School District
- January 15, 9:00 a.m. – 4:00 p.m. at PSBA Headquarters

Cost:

- Live in-person training –
  - Complimentary for All-Access members
  - $85 for members
  - $72 for other roles from All-Access districts
- Virtual training via Zoom –
  - Complimentary for All-Access members
  - $40 for members

Online courses accessible via myPSBA are complimentary for all members.
RQD ADVANCED School Director Training

Advanced School Director Training is designed to meet the PA state training requirement for all school directors reelected in November and seated on their board in December 2021.

The program includes the latest in policy and legal updates, a session on advanced school finance and the ongoing implementation of trauma-informed education per legislation passed by the PA General Assembly in 2019. Attendees will receive relevant resources to understand and navigate implications to public school districts from case law, state and federal legislation, as well as guidance from government agencies. Time will be provided for questions, discussion and networking with other school directors in your region.

To register for this program, visit myPSBA.org. Note: Board secretaries can register members of the school board for this program.

Dates and Locations
December 11, 12:00 – 3:15 p.m. virtual via Zoom
December 18, 11:00 a.m. – 4:00 p.m. at PSBA Headquarters
January 8, 9:00 a.m. – 4:00 p.m. at Haverford School District
January 8, 9:00 a.m. – 4:00 p.m. at AW Beattie CTC
January 12, 2:30 – 8:30 p.m. at Berks County IU 14
January 12, 2:30 – 8:30 p.m. at Richland School District
January 15, 12:00 – 3:15 p.m. virtual via Zoom

Cost:
Live in-person training –
  • Complimentary for All-Access members
  • $50 for members
  • $42 for other roles from All-Access districts

Virtual training via Zoom –
  • Complimentary for All-Access members
  • $25 for members

Online courses accessible via myPSBA are complimentary for all members.
2022 School Board Secretaries Conference
Virtual Conference Platform,
January 26, 2022
Cost: Complimentary for PSBA member entities

School board secretaries are an essential part of school boards’ success. This annual event is designed specifically to meet the networking and training needs of these key employees. The conference will provide the latest policy and legal updates, and help attendees refresh skills.

Mark your calendars and look for more information soon about these spring events!

2022 Sectional Meetings
March 2022, dates and locations TBD (tentative) 6:00-8:00 p.m.

Hear relevant content from statewide experts, district practitioners and PSBA government affairs staff at PSBA’s annual membership gathering. PSBA Sectional Advisors and Advocacy Ambassadors are available to connect with district leaders in their region and share important information for you to take back to your district.

2022 Spring Legal Roundup
March/April 2022, dates, locations and time TBD

PSBA’s Spring Legal Roundup: School Directors is an engaging and interactive three-hour educational event that provides important updates on significant developments in school law impacting the decision-making of all school leaders.

2022 Essentials of Board Leadership Digital Workshop Series

Being elected to board leadership demonstrates the confidence and trust of your board colleagues. The board president has responsibilities that are different than those of any other member of the board, and the vice president supports those responsibilities in various ways. PSBA is here to support board presidents, vice presidents and superintendents as they serve and lead public school boards across Pennsylvania. Join us for a four-month workshop series exclusively for leaders in these positions. Participants will attend the first three sessions (January, February, March) virtually from the comfort of their own home. The series will then conclude in April, with in-person sessions held at multiple locations across the state. Each workshop will offer 75 minutes of professional development. First, hear from experienced board leaders through a panel discussion followed by smaller breakout room discussions among participants. Exact dates and locations TBD.
Featured Events:
PSBA provides relevant training on current issues facing school districts. Featured events are designed to support members as challenges emerge, shifts occur in state legislature compliance, or because of member feedback and requests.

Roles and Responsibilities: A PSBA Digital Workshop
Spring 2022 | Two hours via Zoom platform
Following the school board elections of 2021, hundreds will attend PSBA’s New School Director Training, a one-day training packed with experts and great information. This digital workshop provides individual school directors the opportunity to dive deeper into the role of effective governance and understand the management role. Attendees will have scenario-based learning to highlight the nuances of communicating effectively as a board and with the community. Attendees will network, participate and learn actively even as they join digitally from home.
If you are interested in a customized workshop for your board that provides a deeper dive into roles and responsibilities, email edandtraining@psba.org.

What is Equity? A PSBA Digital Workshop
Spring 2022 | Two hours via Zoom platform
This workshop sets the foundation for understanding and incorporating equity in your leadership. We will focus on the following questions: What is equity and how does it differ from equality? Why is equity important in meeting the needs of students in our schools? This workshop will provide common language regarding equity terms and context to systemic inequities in national, state and local school practices. Because of the workshop model, this training will be interactive, allowing attendees to network with other district leaders and interact with PSBA facilitators.
If you are interested in a customized workshop for your board that provides foundational training on educational equity, email edandtraining@psba.org.
This workshop was great. Everyone was engaged and it allowed us to work through some tenuous issues. Thank you!

Belle Vernon ASD

Presentations provide PSBA members with an introduction to key topics of school board governance. Presentations are formatted to offer a brief learning opportunity, scheduled at the board’s convenience, such as before or after a board meeting. PSBA recommends that presentations be completed via Zoom platform unless the district asserts a preference or need for an on-site presentation.

Board workshops and retreats provide extended time for a deeper study of specific governance topics and incorporate board reflection with a PSBA facilitator and trainer. These learning opportunities are planned to best fit the unique challenges, relevant interests and professional growth goals of your leadership team. PSBA recommends retreats be facilitated on-site. Workshops can be provided either digitally via Zoom platform or on-site, based on district preference and trainers’ schedules.

Extended training partnerships provide ongoing support for member entities that want to engage in purposeful professional development over six to 12 months. Each partnership includes training needs addressed in a customized manner by a team of PSBA experts.

PSBA presentations, workshops and partnerships can be planned as an on-site training or as a digital training. If a digital platform supports a board’s schedules and access, it can be chosen as the preferred method at any time.

You have only an hour? We have professional development for your board.
You have only an hour?
We have professional development for your board.

Introduction to Roles and Responsibilities
Get a brief overview of the school board governance loop, the School Code’s main powers and responsibilities, and the importance of the Team of 10. The session will briefly highlight the roles of policy and the difference between governance and management. For a more in-depth and customized program on roles and responsibilities, see Customized Workshops.

PSBA recommends 60-75 minutes for this presentation.

Introduction to Superintendent Evaluation
Review an outline of the law, timeline and best practices for the annual superintendent evaluation process. Key resources will be provided as takeaways for the board to use in future meetings and discussions.

PSBA recommends 45-60 minutes for this presentation.

Introduction to Educational Equity
What is equity and why it is important for district practice? In this presentation explore these questions and related topics, including achievement and opportunity gaps, equity principles, and the equity-focused services and programs PSBA offers. This presentation will also provide an introduction to PSBA’s Equity Toolkit – a set of frameworks that help districts practice equity and incorporate it in their education practice. The toolkit includes the PSBA Equity Lens Approach, Equity Systems Continuum and Equity Action Plan. To preview the toolkit, go to Equity Services at PSBA.org or download the full toolkit in myPSBA.org, Resources.

PSBA recommends 60-75 minutes for this presentation.
Want professional development that engages your board in discussion and critical thinking? We have workshops for that! Combine two workshops for a board retreat.

**Introduction to Board and District Committee Structure**

Is your board exploring a change in its committee structure? This presentation provides an overview of PSBA’s 2021 Board Operations Survey data related to board committee structures and components. Additionally, it provides a foundation in understanding what contexts allow for board committee structures to operate successfully and effectively. A discussion on the Sunshine Act and related policy recommendations is included in this presentation. Content from this presentation can be incorporated within a customized workshop or board retreat.

PSBA recommends 30-45 minutes for this presentation and recommends the presence of the board’s solicitor for specific guidance.

**Board Self-Assessment, Discussion of Results**

This facilitation provides the full board with its board self-assessment (BSA) results via a MetricsEd board report and facilitates a discussion of areas of strength and growth. The BSA process begins with a digital survey link sent to each member of the board. PSBA staff create a board report and professional learning plan from the survey results, and then facilitate a discussion with the board on how to leverage resources for more effective governance and leadership.

PSBA recommends 60-90 minutes for this discussion.

**Equity Continuum Assessment, Discussion of Results**

This facilitation provides the full board with its Equity Continuum Assessment (ECA) results via a MetricsEd board report and facilitates a discussion of areas of strength and growth. The ECA process begins with a digital survey link sent to each member of the board. PSBA staff create a board report with recommendations and facilitate a discussion with the board on how to understand the equity context within the district.

PSBA recommends 60-90 minutes for this discussion.

**Dive into Roles and Responsibilities**

Do you have several newly elected or appointed members? Does your board struggle to focus on the major governance tasks within the limited time of your public board meetings? Is there tension between the board and district administration because of miscommunication or misunderstandings? This fast-paced, dynamic workshop covers the many ethical and governance responsibilities of the board. It incorporates facilitated discussions on the challenges of community engagement, board deliberation and governance vs. management responsibilities. PSBA recommends a minimum of two hours and ideally three hours for this workshop.

**Building a Better Board Culture**

Collective governance is challenging — even more so in an environment where individuals view their role from different lenses. But effective boards must embrace healthy conflict, set common expectations and learn how to communicate clearly to govern effectively. How can boards adjust when new members or new leadership seem to change the existing dynamic? This workshop has various modules that can be facilitated based on the professional development needs of your Team of 10.

PSBA recommends a minimum of two hours and ideally three hours for this workshop.

**Strategic Planning and Alignment**

Does your board lack a clear understanding of the strategic plan for the district? Does the board have a collective sense of purpose aligned with the district’s initiatives? This multiseries facilitation guides the district leadership team to collectively analyze district data and discuss priorities for the district’s future with the purpose of refining or creating a strategic plan. School directors will have a space to articulate their vision for the district along with the superintendent and district administration. The workshop will be customized for each district’s specific timeline, desired outcomes and specific data. PSBA trainers will prioritize discussion with the purpose of consensus and alignment. Depending on desired outcomes, this engagement could be a workshop, a board retreat or a partnership.
Setting Board Goals

This workshop facilitates a process for the Team of 10 to identify board priorities, discuss realistic solutions and set collective goals specific to the role of governance. After providing an overview to establish common language and purpose, a PSBA trainer will structure discussions among the board and superintendent, ensuring individuals can contribute their ideas and suggestions. While the process and outcomes can be customized based on board preference and timeline, the goal of the workshop is to create draft goal statements for the board to discuss and approve at a board meeting.

PSBA recommends a minimum of three hours for this workshop.

Effective Communication as a Visible Leader

As elected leaders, the media and community will scrutinize school director’s communication, from public comments and conversations overheard by the public to emails and social media posts. This workshop explains best practices for navigating both digital and traditional channels of communication, offering learning through scenario-based facilitated discussions.

PSBA recommends a minimum of 90 minutes for this workshop.

School Boarding in the Sunshine

The Principles for Governance and Leadership, under Lead Responsibly, encourage school directors to prepare for, attend and actively participate in board meetings. The focus of this workshop is to help directors put their best foot forward when stepping into the “sunshine” at a public meeting. Common topics covered include agenda development, expectations of director conduct, sunshine act requirements, public comment period, and proper use of parliamentary procedure. A fast-paced, dynamic workshop led by an experienced facilitator, this training offers boards the opportunity to take a step back, reflect and discuss how they publicly present themselves to the school community at board meetings. PSBA recommends a minimum of two hours for this workshop.
Embracing Equity in Pennsylvania School Districts: What is Equity? (Part 1)

This workshop sets the foundation for understanding equity in educational systems by focusing on the following questions: What is equity? What is the role of school boards in creating equitable education systems? A PSBA trainer will comprehensively define equity, provide guidance on inclusive language, and address the urgent need for educational equity practices within PA schools. This workshop will provide context to current and longstanding inequities while defining the role of policy, resources, curriculum, instruction and other educational supports in establishing a more equitable education for all students. Participating in this foundational training is the step to moving district leadership toward effective and impactful equity practice.

PSBA recommends three hours for this interactive training and encourages districts to combine this workshop with *Why is Equity Important? (Part 2)* for a board retreat.

Embracing Equity in Pennsylvania School Districts: Why is Equity Important? (Part 2)

This workshop focuses on exploring demographic shifts, achievement and opportunity gaps, as well as equity-focused policy and practice. Building on the *What is Equity?* workshop, this training digs deeper into the ways equity intersects with PA public educational systems impacting students, professional and support staff, administration, and school boards. It builds a common language around equity and inclusion terms among district leadership.

PSBA recommends a minimum of two hours for this training and encourages districts to combine this workshop with *What is Equity? (Part 1)* for a board retreat.
Understanding and Dismantling Barriers to Equity

This workshop explores the impact of culturally responsive leadership from educational leaders. District leaders must strive to understand how their perceptions and actions impact the students and staff in their districts. Inequitable treatment — both unintentional and intentional — can inhibit or advance students’ opportunities to learn. The effective implementation of equity-focused policies and practices requires a deeper understanding and discussion of the internal perceptions and beliefs of school leaders regarding students and their families. This internal work requires an in-depth examination of the following topics: privilege, intersectionality, bias, inclusion, cultural proficiency and culturally responsive leadership. This workshop can be customized to focus more deeply on one or more of these topics as well as touch more generally on all of them.

PSBA recommends a minimum of two hours for this training.

Developing an Equity Strategy

These workshops support school entities that have done the foundational work of understanding equity and the barriers to equity. These district leaders are ready to embed equity into their educational system by developing an equity strategy that fits the specific needs and context of their district. These workshops support district leaders in moving understanding into policy and action. Entities can choose one of two workshop strands:

Leveraging the PSBA Equity Toolkit: This workshop supports districts in using the PSBA Equity Toolkit — a set of frameworks that demonstrates how districts can practice equity and incorporate it systemically. The toolkit serves as resource for district leaders, intended to guide them in the following:

- Acknowledge and understand their district’s current place along the Equity Systems Continuum.
- Analyze district policies, programs and practices with an equity lens.
- Identify action steps necessary to build a foundation for equity in their schools.

To preview the toolkit, go to PSBA.org or download the full report on myPSBA.org.

PSBA recommends a minimum of two hours for this training, and this workshop can be combined with another workshop for a board retreat.

Developing an Equity Policy: To embed equity effectively into district systems, school boards must consider developing and adopting an educational equity policy with clear metrics and accountability. This workshop will actively move school boards and district leaders to identify a process for developing an equity policy to fit their local context and unique district needs.

PSBA recommends a minimum of two hours for this training, and this workshop can be combined with another workshop for a board retreat.
For school boards who are seeking a longer commitment to development and training, we recommend a training partnership. Choosing to partner with PSBA provides district leadership teams with a PSBA staff member who coordinates with internal experts and provides one point of contact for ongoing support and communication. Partnerships allow for streamlined resources and ongoing conversation to inform each training with deepening context. To discuss a training partnership, email edandtraining@psba.org.

Thriving in Transition Partnership
Designed to support a school entity that must hire a new superintendent and rebuild a Team of 10, the training in this sequence is sequential to the superintendent search process, providing focused support for school directors who may be in their first years of service and/or are participating in their first superintendent transition. This partnership draws on PSBA’s years of expertise in supporting school boards in transition and helping them leverage change for more effective governance practices and procedures.

Strategic Planning and Alignment Partnership
Is your district leadership team embarking on a comprehensive or strategic planning cycle? This training sequence builds understanding around the board’s role in serving on comprehensive planning committees, setting governance goals and working effectively as a Team of 10 to align mission, vision, goals, objectives and superintendent evaluation. The training in this partnership supports boards building stronger community engagement and advocacy as well as a stronger governance team.

Addressing Equity in Your District and Community
This partnership guides district leaders to a deeper understanding of equity in education. Each member of the team will receive resources on components of equity and how they impact student achievement, school safety and community engagement. In choosing specific workshops, district leadership will customize training to support unique challenges and priorities specific to the district and community.
PSBA is committed to offering consistent, just-in-time learning opportunities on relevant topics. The following section allows you to browse learning topics to find the best learning for your leadership and for the professional development of your leadership team.

Some webinars will appear in multiple sections as they may address multiple topics. PSBA records our webinars and offers these recordings for access in our membership portal, myPSBA.org. For information on how to access the PSBA store, add recorded webinars to a digital cart and view your recordings, please reference page 25.

These previously-occurring programs are available as recorded webinars, accessible at your convenience.

- Welcome to PSBA
- Social and Emotional Leadership
- Perspectives on Public Education in Harrisburg and Washington
- Digital Citizen and Leadership
CLE Recorded Webinars
- School Law Update 1 and 2
- Developments in Regulating for Employee Speech and Expression
- Employee Furloughs – Legal Requirements and Practical Considerations
- Coronavirus and Your Mental Health
- Applying Policies, Rules and Compliance Strategies to Virtual and Hybrid Instruction
- Child Safety and Protection in the Virtual Environment
- Coronavirus and Your Mental Health
- LGBTQ Students in K-12 Schools
- Virtual, Hybrid, In-Person Instruction? Need to Know About Special Education
- You Want COVID Leave? After FFCRA? Let’s Get Answers to Your Questions
- Cybersecurity and Privacy Compliance for PA School Solicitors

Starting Strong in a Year of Challenge: Webinar Series
- Cybersecurity in Digital Meetings and Online Learning
- Culturally Responsive Leadership in the New Normal
- Supporting Mental Health of Professional Staff
- Leveraging PSBA’s New Board Self-Assessment for Collective Governance

School’s in Session Webinar Series: A New Learning Landscape
- Student Health in Reopening
- Adjusting Collective Bargaining for Health and Safety Plans
- Meeting Special Education Needs as Schools Reopen
- Understanding COVID Liability Related to Schools

Intersections Webinar Series: Racism, Protest and Schools
- Addressing This Moment
- Building the Equity Foundation Through Policy
- Understanding the Board’s Role

Leading Through Crisis: Webinar Series
- PSBA’s Revised Superintendent Evaluation on MetricsEd
- Equity in Blended, Distance and Digital Learning

Keynote Webinar Series
- Fredi Lajvardi: National champion robotics team of disadvantaged teens
- Dr. Donna Beegle: Becoming poverty-informed
Government Affairs and School Finance Webinars
• 2021-22 State Budget Update
• ECF Funding for Off-Campus Internet and Laptops
• Pandemic Funding

School Safety and Security Webinars
• Safety and Security Board Report 2021 Update
• Facilities Restoration: COVID Clean-up w/SERVPro (Coronavirus Webinar Series)
• School Safety and Security Board Report
• Mold in Schools w/SERVPro

Equity-Focused Webinars
• Culturally Responsive Leadership in the New Normal (Starting Strong Series)
• Addressing This Moment (Intersections Series)
• Building the Equity Foundation Through Policy (Intersections Series)
• Understanding the Board’s Role (Intersections Series)
• Equity in Blended, Distance, and Digital Learning (in Leading through Crisis Series)
• Dr. Donna Beegle: Becoming poverty-informed (Keynote I Series)
• Introducing to Equity Toolkit
• Equity in Schools

Informed Leadership Webinars
• Title IX Sexual Harassment Overview
• Strategic Board Leadership
• Sleep and Student Performance
• Suicide Prevention and Awareness
• Teaching the Facts and Dispelling the Myths About PSERS
• Reining in Out-of-Control Meetings
Easy to use and informative – very good for a busy school board member! There was a lot of information I wasn’t aware of before taking these courses.

ONLINE COURSES

New School Director Required Training Certificate
Newly elected or appointed school board directors are required by PA legislation to have five hours of new school director training from a PDE-approved provider. PSBA was the first and only statewide provider of this training. According to PDE guidance, board directors have one year from their swearing-in date to complete these hours, and PSBA has made this as convenient as possible with a series of relevant courses ranging from 10 to 30 minutes long. Each course was created and vetted by statewide experts in school governance, finance, law, personnel, trauma-informed education and student achievement. Upon completion of the final course, directors will automatically have a digital certification added to their personal “My Transcript” section of myPSBA.org, which can be downloaded, printed and shared with their district office. All school directors and district administration serving in PSBA-member entities have access to these courses to take for voluntary professional development as part of a Certificate of Board Governance and/or Trauma-Informed Education badge.

• Academic Testing and Requirements  📚
• Special Education  📚
• Overview of Public School Labor Relations  📚
• Evaluating Your Superintendent  📚
• Act 93  📚
• Board’s Role in Finance and Budgeting  📚
• Local Taxation and Act 1  📚
• Conflicts of Interest and Ethics Act  📚
• Policy and Administrative Regulations  📚
• Transportation  📚
• Facilities Planning  📚
• Introduction to Governance Plans and Documents  📚
• Legal Landscape of Public Education  📚
• Sunshine Act and Executive Session  📚
• Directors and Officers  📚
• Introduction to Board Meetings  📚
• School Board Influence on Student Achievement  📚
• The Comprehensive Plan  📚
Advanced School Director Required Training Certificate

Reelected school directors in the November 2021 election are required by PA legislation to obtain three hours of advanced school director training from a PDE-approved provider. PSBA was the first and only statewide provider of this training. According to PDE guidance, board directors have one year from their reelection date to complete these hours. PSBA has made this as convenient as possible with a series of short online courses. Courses are created by experts in school law, board policy, school finance and trauma-informed education. Upon completion of the final course, directors will automatically have a digital certification added to their personal “My Transcript” section of myPSBA.org, which can be downloaded, printed and shared with their district office. All school directors and district administration serving in PSBA-member entities have access to these courses to take for voluntary professional development and/or as part of a Trauma-Informed Education badge.

Certificate of Board Governance, 100 Level Courses

By completing all seven badges encompassing 42 online courses, district leaders will earn their Certificate of Board Governance, a digital certification that can be placed in social media profiles, email signatures and websites. Earning this badge demonstrates a board director’s commitment to ongoing professional development in order to govern effectively and lead ethically. PSBA’s 100-level courses were created and vetted by statewide experts who introduce key policy, legal, advocacy and governance topics. They are organized into seven badges aligned with PSBA’s seven Principles for Governance and Leadership. Upon completion of the final course, directors will automatically have a digital certification added to their personal “My Transcript” section of myPSBA.org, which can be downloaded and shared in email signatures, social media profiles and personal websites.

- **Act Ethically Badge**
  - Conflicts of Interest and Ethics Act
  - Directors and Officers
  - Sunshine Act - Open Meetings
  - Sunshine Act - Private Meetings

- **Communicate Clearly Badge**
  - Board Agenda and Minutes
  - Community Engagement
  - Introduction to Board Meetings
  - Media Relations

- **Advocate Earnestly Badge**
  - Basics of State Government
  - Effective State and Local Advocacy
  - Federal Advocacy

- **Evaluate Continuously Badge**
  - Academic Requirements and Testing
  - Board Self-Assessment
  - Evaluating Your Superintendent
  - Introduction to School Audits
  - School Board Influence on Student Achievement
PSBA’s Principles for Governance and Leadership identify that highly effective governance requires consistent and strategic engagement with the community. The community elects school directors to represent them and the best interests of their schools. However, ongoing community engagement is essential. The courses in this badge outline the policy and legal implications as well as best practices for effective public relations and community engagement for Pennsylvania school districts. Through an interactive multimedia template, learners reflect on how district leadership teams can strategically build trust, transparency and a strong brand within their community. Each course provides guidance from statewide experts and allows learners to access information at their own pace. Learners will have opportunities to interact and apply the information through knowledge-checks before their final competency challenge to pass each course. Upon completion of the final course, directors will automatically have a digital certification added to their personal “My Transcript” section of myPSBA.org, which can be downloaded, shared in email signatures, social media profiles and personal websites.

- Overview of Community Engagement
- Planning for Strategic Community Engagement
- District Branding and Strategic Alignment
- Best Practices in Digital Communications
Elective Badge: School Board Secretary Courses

The board secretary plays an important role in effective and ethical board governance. The responsibilities include notifying the public, taking meeting minutes and maintaining accurate records. In approximately one-third (41%) of school districts, the board secretary is also the business manager; often the board secretary holds multiple titles in support of the district’s leadership team. The courses in this badge provide an overview of the roles and responsibilities as well as detail key components of the board secretary role. Learnings will have opportunities to interact and apply the information they learn through knowledge-checks and reflections before a final competency challenge to earn a “pass” for each course. Upon completion of the final course, directors will automatically have a digital certification added to their personal “My Transcript” section of myPSBA.org, which can be downloaded, shared in email signatures, social media profiles and personal websites.

- Preparing Board Minutes
- Year in Review (updated 2021)
- Meetings - Publish, Post and Notify
- Board Reorganization
- Parliamentary Procedure
- Level 100 Policy and Administrative Regulations

Elective Badge: Trauma-Informed Courses

In passing Act 18 of 2019, the PA General Assembly required training in trauma-informed education for all school directors, district administration, and professional and support staff in PA schools. While the core courses in this badge are also included in the RQD certificates, there are a few optional courses for district leaders to take as further professional development in this area. PSBA partnered with Attorney William Zee to provide this crucial training. For many years, Zee has been advising and training PA public school leaders both as a solicitor and a trainer for trauma-informed education. The courses in this badge provide an overview of trauma’s huge impact on the life outcomes of those who experience it and explore the role of schools in developing a trauma-informed approach in our districts and communities. A course in this badge will discuss the Pennsylvania Commission on Crime and Delinquency School Safety and Security Committee’s Model Trauma-Informed Approach Plan, which provides guidance for district leaders to assess school systems and begin to strategize moving them toward being more trauma-informed. Upon completion of the final course in this badge, directors will automatically have a digital certification added to their personal “My Transcript” section of myPSBA.org, which can be downloaded, shared in email signatures, social media profiles and personal websites.

- Trauma-Informed 1
- Trauma-Informed 2
- Trauma-Informed 3
- Trauma-Informed 4
- Childhood Brain Development (opt)
- Behavioral Health and School Safety 1 (opt)
- Behavioral Health and School Safety 2 (opt)
Pennsylvania School Boards Association
Principles for Governance and Leadership

Pennsylvania school boards are committed to providing *every* student the opportunity to grow and achieve. The actions taken by the board ultimately have both short and long-term impact in the classroom. Therefore, school directors collectively and individually will...

- Promote public education as a keystone of democracy
- Engage the community by seeking input, building support networks, and generating action
- Champion public education by engaging members of local, state and federal legislative bodies

- Prepare for, attend and actively participate in board meetings
- Work together in a spirit of harmony, respect and cooperation
- Participate in professional development, training and board retreats
- Collaborate with the Superintendent as the Team of 10

- Adhere to an established set of rules and procedures for board operations
- Develop, adopt, revise and review policy
- Align decisions to policy
- Differentiate between governance and management, delegating management tasks to administration
- Allocate finances and resources
- Ensure compliance with local, state and federal laws

- Adopt and implement a collaborative comprehensive planning process, including regular reviews
- Set annual goals that are aligned with the comprehensive plan
- Develop a financial plan that anticipates both short and long-term needs
- Formulate a master facilities plan conducive to teaching and learning

- Utilize appropriate data to make informed decisions
- Use effective practices for the evaluation of the superintendent
- Assess student growth and achievement
- Review effectiveness of the comprehensive plan

- Promote open, honest and respectful dialogue among the board, staff and community
- Encourage input and support for the district from the school community
- Protect confidentiality
- Honor the sanctity of executive session

- Never use the position for improper benefit to self or others
- Act to avoid actual or perceived conflicts of interest
- Recognize the absence of authority outside of the collective board
- Respect the role, authority and input of the superintendent
- Balance the responsibility to provide educational programs with being stewards of community resources
- Abide by the majority decision
**myPSBA Navigation:**
**Online Learning & Recorded Webinars**

For an optimal learning experience, users must employ their personal desktop or laptop computer to successfully complete and progress through online courses and recorded webinars.

1. Log into myPSBA located in the top right-hand corner of the **PSBA.org** website.

2. Once logged into myPSBA, go directly to the “Store” located in the navigation on the left-hand side of the screen.

3. Use the “search products…” feature that appears in the top left-hand corner of your screen or scroll through the store to see the titles and icons of all the products myPSBA has to offer.
4. Click the “View Details” button to see a description of each learning option.

5. Once you have reached the description page of the course, webinar or event that you would like to participate in, click “Add to Cart.”

6. In the top right-hand corner of your screen, locate the cart icon. Click on it.
7. Once you open your cart, you can click the “Proceed to checkout” button to process your myPSBA product purchase.

8. Once you have successfully placed your order, you will receive a confirmation email and receipt.

9. To access your purchased course, badge or webinar, click on “My Transcript” in the top navigation of myPSBA.

10. Click on the purchased product to begin the instructional teaching and interactive learning experience.