



2023-24 SBDM IN-PERSON TRAINING(S)

Location for all trainings: Hardin County Schools Central Office Boardroom

65 W.A. Jenkins Road, Elizabethtown, KY 42701

Please drive to rear of building and enter through the double doors

Face to Face Trainings Offered:

New Member Trainings (Have never been an SBDM council member before)-6 hours of this specific "New Member" training required-choose either #1 or #2 below:

1. _____ June 12-8:30 am-3:30 pm (one class, 6 hours)
2. _____ August 21-5:00 pm-8:00 pm (3 hours, Part 1), **MUST attend Part 2 on Aug. 28**
August 28-5:00 pm-8:00 pm (3 hours, Part 2), **MUST attend Part 1 on Aug. 21**

Experienced Member Trainings (Have previously been an SBDM member, no matter how long ago)-3 hours required

3. _____ June 13-8:30 am-11:30 am Topic: Essential Actions for Determined Councils
4. _____ July 18-1:00 pm-4:00 pm Topic: Essential Actions for Determined Councils
5. _____ Sept. 18-5:00 pm-8:00 pm Topic: Essential Actions for Determined Councils

REGISTER

Parent Members use this form, return to office manager at school. **Teachers/staff use online PD registration**

Name: _____

Address: _____

Email: _____ Phone # _____

Name of school of which you are SBDM member _____

Virtual Experienced Member Training

The Kentucky Department of Education (KDE) will be offering free virtual training through Microsoft Teams for experienced SBDM council members.

The training will be conducted over the course of two days and each mini-session lasts 1.5 hours. Participants must attend both sessions in order to meet the three-hour annual training requirement for experienced members.

KDE will train council members on the "Council's Role with Continuous Improvement" module.

- Part One: "Council's Role with Continuous Improvement," 10-11:30 a.m. ET on June 20
- Part Two: "Council's Role with Continuous Improvement," 10-11:30 a.m. ET on June 21

Please share this [2023-2024 Council's Role with Continuous Improvement Registration form](#) to those members who are interested and would like to register for the event. **(To register, right click on the registration link, and then click "Open Hyperlink")**

Kentucky Educational Television (KET) offers two online training options that allow both new and experienced members to learn at their own rate within each training session. Both courses can be purchased on the [KET Education Store](#) by schools for their SBDM members.

SBDM 101

Cost \$95

This facilitated course fulfills the six-hour training requirement for new SBDM members. Council members work at their own pace to complete the course, the facilitator reviews coursework and issues a certificate at the end of the course once all course criteria are met. Registration for the course is open during the year on the following schedule:

Winter: January 1 – March 21

Summer: July 1 – September 20

Spring: April 1 – June 21

Fall: October 1 – December 21

SBDM Bylaws and Policies

Cost \$40

This three-hour course parallels the in-person training developed by Kentucky Department of Education but allows learners to complete the coursework at their own pace. Council members learn to differentiate between bylaws and policies, the characteristics of each, and how they enhance student achievement. The course contains lessons, assessments, reflections, and questions; a certificate is issued once all course criteria are met. This course term is from July 1 – June 30 each school year.

SBDM School Councils and Budgets Free This three-hour self-paced course parallels experienced council member training developed by Kentucky Department of Education, only allowing participants to complete the coursework online. Council members learn to differentiate between bylaws and policies, the characteristics of each, and how they enhance student achievement. The course contains lessons, assessments, reflections questions. At the end of the course, once all KDE requirements for the three hours of training are met, experienced SBDM members earn a certificate of completion for three hours of EILA credit. This course term is from July 1 – June 30 each school year, with all coursework for that term to be completed by June 30th. ****This course ends on June 30**

METHODS OF PAYMENT: Credit cards and Kentucky school purchase orders

Purchase Orders: Make payable to **KET, 600 Cooper Drive, Lexington, KY 40502**, then email to pd@ket.org referencing the invoice number in the email subject line.

Allow up to two business days to process before learners can be enrolled in the course. **INVOICES:** A PDF Invoice is emailed to the buyer immediately after the order is placed. *If the learner places the order, then the learner receives the original invoice, as it is not mailed to the billing address.* Paper or additional copies are available upon request.

LEARNER ENROLLMENT: Buyers purchasing the course for someone else should select “*Check if someone other than yourself will take this course.*” Once KET completes the order, the buyer will receive an email with a link to enroll the learner in the course.

ACCESS TO THE COURSE: Once enrolled in the course, learners receive emails containing their username, password, and access to the course from noreply@edstore.ket.org to access the course at <https://pd.ket.org/>.

CERTIFICATES: Available at the end of the course once all course criteria are met. Must be downloaded or printed by the final day in the course term.

If you have trouble with registration, payment, or access to the course, contact Brooke Blackwell, Education Administrative Assistant, at 800.432.0951 Ext. 7272 or pd@ket.org.