

Credit Information

If at any time you wish to find out about your current credit status, simply contact the Board Member Academy Registrar at 800-317-0033 or 860-571-7446.

Credit Approval

All presentations approved for the Board Member Academy will be clearly identified as such and the specific area(s) for which credit can be earned will be identified in the promotional and registration literature. Credits will be automatically earned upon completion of eligible programs.

Programs

Specific program objectives, dates, sites, credits and registration information can be found in the Academy Catalog. Look for further information in the CABE *Journal*. Announcements for specific workshops will be mailed approximately six weeks before the event.

Registration

Registration information is mailed approximately six weeks prior to the event. Preregistration for all courses is strongly encouraged. Registrations may be mailed to the Board Member Academy Registrar, CABE, 81 Wolcott Hill Road, Wethersfield, CT 06109 or faxed to 860-571-7452.

Fees

Fees for all courses are determined on an individual basis and the fee will be published in promotional materials.

Refunds

Refunds are available if cancellation is received by the date indicated in the registration information. Cancellations made within five working days of the program date will be charged \$10. "No shows" are charged the entire registration fee.

Special Needs

Those who need special accommodations should contact the CABE Senior Staff Associate for Program and Convention at 800-317-0033 or 860-571-7446.

CABE Express

CABE offers your board the opportunity to save money by participating in the CABE Express Program. For a onetime payment of \$375, all board members and your superintendent can attend all Academy workshops for no additional charge.

For an additional \$300 you can enroll in the Administrator Express Program where up to five central office administrators can attend all Academy workshops for no additional registration fee. You must enroll in the CABE Express Program to be eligible for the Administrator Express Program.

CABE Mission Statement

To assist local and regional boards of education in providing high quality education for all Connecticut children through effective leadership.



**Connecticut Association
of Boards of Education**

81 Wolcott Hill Road, Wethersfield, CT 06109

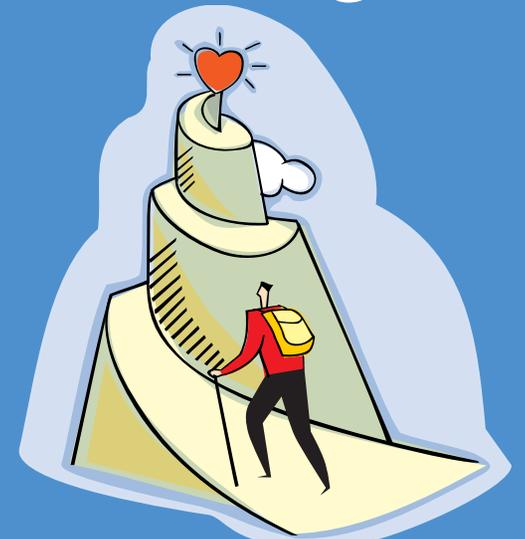
Phone: 800-317-0033 or 860-571-7446

Fax: 860-571-7452 • Website: www.cabe.org

Connecticut Association
of Boards of Education's

Board Member Academy

*Where
Leaders
Emerge*



CABE's Board Member Academy – Where Leaders Emerge

“Board members arrive at the table with dreams. They have vision and value. In many cases, their fervently held beliefs and sincere desire to make a difference impel them to board membership in the first place. School board members want to prepare children better for life.”

– *Boards That Make a Difference*, John Carver

Introduction

Effective board members know that only informed decision-makers make sound decisions. They understand that meeting the many responsibilities of school board members demands possession of a wide variety of skills, knowledge and abilities. The Board Member Academy was created to provide you with the knowledge and expertise you need to enhance your role as a school leader in your community.

The Academy is a unique accreditation program designed to deliver high quality training. This in-service program focuses workshops, conferences and other training opportunities on leadership skills of board members. Through the training offered by the Board Member Academy, board members and school administrators gain the most valuable skills and tools available to provide visionary leadership for their local school districts.

Certified Board Member Academy Degrees of Accreditation

Listed below are the levels of accreditation one can accomplish through the academy. Detailed descriptions are listed in the 2003-2004 CABE Board Member Academy Course Catalog.

- *Certified Board of Education Member (CBEM) 20 credits*
- *Master Board of Education Member (MBEM) CBEM + 20 additional credits*

Board Member Academy Credits

Every three hours of training earns one credit. One-day programs (six hours of training) earn two credits. Evening or half day programs earn one credit. Credits will be automatically earned upon completion of eligible programs.

Continuing Education Units

Separate from Board Member Academy credits, Continuing Education Units (CEUs) are earned by those eligible by attending CABE sponsored workshops and conferences. The credit will be publicized on each workshop brochure or flier. Those wishing to receive CEUs must complete and return the CEU form distributed at the workshop or conference. 1 CEU = minimum of 1 hour of training

Certified Board of Education Member (CBEM)

To achieve the first level of the CABE Board Member Academy, a board member must accumulate at least 20 credits to become a certified board member. This level is the Certified Board of Education Member (CBEM). Areas of study will strengthen leadership skills and give members a firm foundation in the essential governance skills needed to carry out their responsibilities.

After earning 20 credits and covering specific core areas, board members will be awarded a CBEM. The following core areas must be addressed:

- Board Relations with the superintendent, with the community and with each other
- Policy
- Curriculum
- School Finance
- School Law
- Labor Relations
- Board Operations

All core areas must be addressed. The balance of credit hours may be earned in any of CABE's training programs. (Credits must be earned at a rate of at least two per year.)

Although CABE believes that training is essential, it should only supplement, not replace actual board experience. Therefore, a CBEM will not be conferred before the completion of three years of board experience. However, credits toward accreditation may be earned during these three years.

Master Board of Education Member (MBME)

To achieve this higher level of accreditation, the Master Board Member builds on the basics of the CBEM. Programs are designed to enhance interpersonal skills, strategic planning, negotiations, and leadership skills enabling members to better govern the course of education in their schools.

To earn the MBEM, members must have earned a CBEM and 20 additional credits. The following core areas must be addressed:

- Leadership
- Effective Meetings
- School/Community Relations
- Strategic Planning
- Group Dynamics
- Board Member Ethics
- School Finance
- Labor Relations
- School Law

General Information

Eligibility

The Board Member Academy is provided as a service of the Connecticut Association of Boards of Education and is available to all board members of CABE member districts. Nonmember districts are not eligible for this benefit.