



School Board Training Course Provider 2022 Application Rubric

Application Scoring

Completed applications shall be scored using the rubric criteria outlined below, which is aligned to the requirements set forth in [State Board Rule 0520-01-02-.11](#). Only applications which fully meet the standard of the rubric shall be recommended by the Advisory Committee for approval to the State Board. The overall scoring indicators are as follows:

Fully Meets the Standard	The response is thorough, does not require any revisions, and clearly meets all criteria stated in the rubric, in alignment with State Board rule.
Partially Meets the Standard	The response meets some of the criteria but not all and/or requires additional information in one or more areas of the application.
Does Not Meet the Standard	The response is incomplete, does not align with the criteria stated in the rubric, or otherwise raises concerns about the provider's ability to meet the requirements in rule.

Application Rubric Criteria	
<ul style="list-style-type: none"> • The prospective course provider submitted a completed application by the required deadline. • The prospective course provider has relevant experience in providing school board member trainings and/or the prospective course provider's instructor(s) have, at a minimum, relevant experience with the topic(s) covered by the course, working with school boards, or as a training course instructor. • The length of the proposed training course is adequate given the amount of content covered by the course. • The proposed training course content is appropriate for the intended audience. • For prospective course providers proposing to offer an orientation training course for new board members, the course covers, at a minimum, all required topics and hours as outlined in State Board Rule. • The application includes a detailed description of the instructional strategies, activities and presentation materials which are aligned to the proposed training course topic(s) and demonstrates that the training course covers the topic(s) with sufficient depth to allow local board members to obtain a deeper understanding of the topic(s). • If a fee is being charged, the application includes an explanation of the fee. • The proposed course includes an effective method for evaluating the participant's achievement of the stated learning objectives and the course provider's effectiveness. • If the prospective course provider is an LEA, and the application includes a statement of whether the proposed course is restricted to members of the LEA or open to any local board member interested in participating in the training course. • The prospective course provider includes an effective method(s) for tracking local board member completion of the course and for reporting all course completers to the Department of Education in compliance with State Board Rule 0520-01-02-.11. 	

Application Scoring Summary	
Prospective Course Provider	Dorian Campbell Consulting
Training Course	Reshaping Our Thinking for Academic Growth
Initial Recommendation	Does Not Meet the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> Dorian Campbell Consulting submitted an on-time, complete application. While Dorian Campbell Consulting described its areas of work, no relevant experience with school board member trainings was provided. However, the provider cited 15+ years of training and development experience and 10+ years as an elementary school teacher. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> The application does not specify its intended audience and therefore it cannot be ascertained if the content is appropriate for the intended audience, though the application does indicate that the course is not an orientation for new board members. Additionally, the learning objectives mention charter schools however, approved courses will only be offered to local school board members, not members of a charter school governing body. While the application includes desired learning objectives, the objectives are broad and a detailed description of the strategies, activities or materials was not provided. Without this information, it is difficult to determine if the one (1) hour session length is sufficient given the amount of content covered in the proposed agenda and if the content is appropriate for its intended audience. Additionally, the delivery method is unclear as the application states the course is virtual while also including fees for in-person sessions. A virtual session includes a fee of \$350 without explanation. An in-person session includes a \$500 fee plus an undefined travel fee and mileage reimbursement for sessions outside of Memphis. However, no further explanation of the fee is provided. The proposed course includes a formative assessment at the conclusion of the session to evaluate effectiveness and track completion; however, there is no mention of an assessment of the participant's understanding of the course objectives. The application states, "Data reports will be presented to the clients and state upon completion of training sessions" but no further information regarding tracking or reporting is provided. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant did not submit revisions to this course. 	
Application Overall Score (FINAL) <i>To be scored after review of any additional materials, if requested.</i>	
<input type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input checked="" type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Dorian Campbell Consulting
Training Course	Diversity, Equity, and Inclusion (DEI)
Initial Recommendation	Does Not Meet the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> Dorian Campbell Consulting submitted an on-time, complete application. While Dorian Campbell Consulting described its areas of work, no relevant experience with school board member trainings was provided. However, the provider cited 15+ years of training and development experience and 10+ years as an elementary school teacher. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> The application does not specify its intended audience and therefore it cannot be ascertained if the content is appropriate for the intended audience, though the application does indicate that the course is not an orientation for new board members. Additionally, the learning objectives suggest that this course is designed for charter school governing body members however, any approved courses would only be available to members of the local school boards of education. While the application includes desired learning objectives, the objectives are broad and a detailed description of the strategies, activities or materials was not provided. Without this information, it is difficult to determine if the one (1) hour session length is sufficient given the amount of content covered in the proposed agenda and if the content is appropriate for its intended audience. Additionally, the delivery method is unclear as the application states the course is virtual while also including fees for in-person sessions. A virtual session includes a fee of \$350 without explanation. An in-person session includes a \$500 fee plus an undefined travel fee and mileage reimbursement for sessions outside of Memphis. However, no further explanation of the fee is provided. The proposed course includes a formative assessment at the conclusion of the session to evaluate effectiveness and track completion; however, there is no mention of an assessment of the participant's understanding of the course objectives. The application states, "Data reports will be presented to the clients and state upon completion of training sessions" but no further information regarding tracking or reporting is provided. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant did not submit revisions to this course. 	
Application Overall Score (FINAL) <i>To be scored after review of any additional materials, if requested.</i>	
<input type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input checked="" type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Dorian Campbell Consulting
Training Course	Creating an Inclusive Governing Board
Initial Recommendation	Does Not Meet the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> Dorian Campbell Consulting submitted an on-time, complete application. While Dorian Campbell Consulting described its areas of work, no relevant experience with school board member trainings was provided. However, the provider cited 15+ years of training and development experience and 10+ years as an elementary school teacher. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> The application does not specify its intended audience and therefore it cannot be ascertained if the content is appropriate for the intended audience, though the application does indicate that the course is not an orientation for new board members. Additionally, the course title suggests that this course is designed for charter school governing body members however, any approved courses would only be available to members of the local school boards of education. While the application includes desired learning objectives, the objectives are broad and a detailed description of the strategies, activities or materials was not provided. Without this information, it is difficult to determine if the one (1) hour session length is sufficient given the amount of content covered in the proposed agenda as well as how this course differs from the DEI course. Additionally, the delivery method is unclear as the application states the course is virtual while also including fees for in-person sessions. A virtual session includes a fee of \$350 and an in-person session includes a \$500 fee plus an undefined travel fee and mileage reimbursement for sessions outside of Memphis. However, no further explanation of the fees is provided. The proposed course includes a formative assessment at the conclusion of the session to evaluate effectiveness and track completion; however, there is no mention of an assessment of the participant's understanding of the course objectives. The application states, "Data reports will be presented to the clients and state upon completion of training sessions" but no further information regarding tracking or reporting is provided. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant did not submit revisions to this course. 	
Application Overall Score (FINAL)	
<i>To be scored after review of any additional materials, if requested.</i>	
<input type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input checked="" type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Dorian Campbell Consulting
Training Course	Communicating with Clarity
Initial Recommendation	Does Not Meet the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> Dorian Campbell Consulting submitted an on-time, complete application. While Dorian Campbell Consulting described its areas of work, no relevant experience with school board member trainings was provided. However, the provider cited 15+ years of training and development experience and 10+ years as an elementary school teacher. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> The application does not specify its intended audience and therefore it cannot be ascertained if the content is appropriate for the intended audience, though the application does indicate that the course is not an orientation for new board members. Additionally, the learning objectives discuss benefits to the charter school however, any approved courses would only be available to members of the local school boards of education. While the application includes desired learning objectives, the objectives are broad and a detailed description of the strategies, activities or materials was not provided. Without this information, it is difficult to determine if the one (1) hour session length is sufficient given the amount of content covered in the proposed agenda and appropriate for its intended audience. Additionally, the delivery method is unclear as the application states the course is virtual while also including fees for in-person sessions. A virtual session includes a fee of \$350 without explanation. An in-person session includes a \$500 fee plus an undefined travel fee and mileage reimbursement for sessions outside of Memphis. However, no further explanation of the fee is provided. The proposed course includes a formative assessment at the conclusion of the session to evaluate effectiveness and track completion; however, there is no mention of an assessment of the participant's understanding of the course objectives. The application states, "Data reports will be presented to the clients and state upon completion of training sessions" but no further information regarding tracking or reporting is provided. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant did not submit revisions to this course. 	
Application Overall Score (FINAL) <i>To be scored after review of any additional materials, if requested.</i>	
<input type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input checked="" type="checkbox"/> Does Not Meet the Standard	



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Application Rubric Criteria	
<ul style="list-style-type: none"> • The prospective course provider submitted a completed application by the required deadline. • The prospective course provider has relevant experience in providing school board member trainings and/or the prospective course provider's instructor(s) have, at a minimum, relevant experience with the topic(s) covered by the course, working with school boards, or as a training course instructor. • The length of the proposed training course is adequate given the amount of content covered by the course. • The proposed training course content is appropriate for the intended audience. • For prospective course providers proposing to offer an orientation training course for new board members, the course covers, at a minimum, all required topics and hours as outlined in State Board Rule. • The application includes a detailed description of the instructional strategies, activities and presentation materials which are aligned to the proposed training course topic(s) and demonstrates that the training course covers the topic(s) with sufficient depth to allow local board members to obtain a deeper understanding of the topic(s). • If a fee is being charged, the application includes an explanation of the fee. • The proposed course includes an effective method for evaluating the participant's achievement of the stated learning objectives and the course provider's effectiveness. • If the prospective course provider is an LEA, and the application includes a statement of whether the proposed course is restricted to members of the LEA or open to any local board member interested in participating in the training course. • The prospective course provider includes an effective method(s) for tracking local board member completion of the course and for reporting all course completers to the Department of Education in compliance with State Board Rule 0520-01-02-.11. 	

Application Scoring Summary	
Prospective Course Provider	Jackson Shields Yeiser Holt Own & Bryant (JSY) Firm
Training Course	Effective Board Communication – Exchanging Viewpoints and Resolving Conflicts
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> • JSY Firm submitted an on-time, complete application. • JSY Firm and its course instructors have experience training board members through the Tennessee School Boards Association, the Tennessee Association of School Personnel Administrators, and the Tennessee Association of Administrators of Special Education. • The length of the proposed training course is 3 hours which appears adequate given the amount of content covered by the course. • The topic of effective board communication is appropriate content for both new and experienced board members. • The plan to include instructional strategies such as lecture and exercises using hypothetical situations should allow local board members to engage in and obtain a deeper understanding of the topic. • JSY Firm shall distribute certificates to participants and submit a list of school board members who have completed the course to the Department of Education annually by July 15 in compliance with State Board rule. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> • While the prospective course includes a flat fee of \$500, no explanation of the fee was provided. • Participants will engage in a debrief and complete an evaluation form at the end of the session though it is unclear if the form evaluates the participant's achievement of the stated learning objectives and the course provider's effectiveness. 	
Final Application Review	
<ul style="list-style-type: none"> • The applicant explained that the \$500 course fee included materials, instructor cost, and travel expenses, should a board select the in-person option. • Participants will complete an evaluation form which assesses achievement of the learning objectives through open-ended questions and to evaluate the course provider's effectiveness. 	
Application Overall Score (FINAL) <i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	



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Application Rubric Criteria
<ul style="list-style-type: none"> • The prospective course provider submitted a completed application by the required deadline. • The prospective course provider has relevant experience in providing school board member trainings and/or the prospective course provider's instructor(s) have, at a minimum, relevant experience with the topic(s) covered by the course, working with school boards, or as a training course instructor. • The length of the proposed training course is adequate given the amount of content covered by the course. • The proposed training course content is appropriate for the intended audience. • For prospective course providers proposing to offer an orientation training course for new board members, the course covers, at a minimum, all required topics and hours as outlined in State Board Rule. • The application includes a detailed description of the instructional strategies, activities and presentation materials which are aligned to the proposed training course topic(s) and demonstrates that the training course covers the topic(s) with sufficient depth to allow local board members to obtain a deeper understanding of the topic(s). • If a fee is being charged, the application includes an explanation of the fee. • The proposed course includes an effective method for evaluating the participant's achievement of the stated learning objectives and the course provider's effectiveness. • If the prospective course provider is an LEA, and the application includes a statement of whether the proposed course is restricted to members of the LEA or open to any local board member interested in participating in the training course. • The prospective course provider includes an effective method(s) for tracking local board member completion of the course and for reporting all course completers to the Department of Education in compliance with State Board Rule 0520-01-02-.11.

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	A Deep Dive into Boardsmanship
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, TSBA's course instructor is a former TSBA employee with experience providing all legal related training for school board members. The length of the proposed training course is 7 hours, enough time to cover the course content, and is intended for new and experienced board members. The application included the presentation materials and handouts which are aligned to the course content, allow for sufficient depth on the topic, and shall be used with participants to build a deeper understanding of the content. The course includes a \$125 fee for in-person training which covers the cost of materials, meals, and hotel costs. TSBA noted that there will not be a registration fee if the Department contracts with TSBA though additional information about the likelihood of this contract was not provided. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> While the course evaluation includes questions which rate the effectiveness of the course, the evaluation does not include an assessment of the participant's achievement of the stated learning objectives. This could be achieved through the addition of questions which require the participant to state what they've learned, share what they intend to bring back to their board, etc. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant submitted a revised course evaluation form which includes an assessment of the participant's achievement of the stated learning objectives. 	
Application Overall Score (FINAL)	
<i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	Advocating the Board's Vision
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, TSBA's course instructors are current TSBA employees with experience providing school board trainings. The length of the proposed training course is 7 hours, enough time to cover the course content, and is intended for experienced board members. The application included the presentation materials and handouts which are aligned to the course content, allow for sufficient depth on the topic, and shall be used with participants to build a deeper understanding of the content. The course includes a \$125 fee for in-person training which covers the cost of materials, meals, and hotel costs. TSBA noted that there will not be a registration fee if the Department contracts with TSBA though additional information about the likelihood of this contract was not provided. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> While the course evaluation includes questions which rate the effectiveness of the course, the evaluation does not include an assessment of the participant's achievement of the stated learning objectives. This could be achieved through the addition of questions which require the participant to state what they've learned, share what they intend to bring back to their board, etc. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant submitted a revised course evaluation form which includes an assessment of the participant's achievement of the stated learning objectives. 	
Application Overall Score (FINAL) <i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	Board Chairman Workshop
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, TSBA's course instructors are current TSBA employees with experience providing school board trainings. The length of the proposed training course is 7 hours, enough time to cover the course content, and is intended for new and experienced board members. The application included the presentation materials and a participant notebook which are aligned to the course content, allow for sufficient depth on the topic, and shall be used with participants to build a deeper understanding of the content. The course can be offered virtually and in-person. TSBA charges a fee of \$75 for virtual and \$125 for in-person which covers the cost of the attendee notebook and meals. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> While the course evaluation includes questions which rate the effectiveness of the course, the evaluation does not include an assessment of the participant's achievement of the stated learning objectives. This could be achieved through the addition of questions which require the participant to state what they've learned, share what they intend to bring back to their board, etc. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant submitted a revised course evaluation form which includes an assessment of the participant's achievement of the stated learning objectives. 	
Application Overall Score (FINAL) <i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	Board Policy and Operations
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, TSBA's course instructors are current TSBA employees with experience providing school board trainings. The length of the proposed training course is 7 hours, enough time to cover the course content, and is intended for new and experienced board members. The application included the presentation materials and a participant notebook which are aligned to the course content, allow for sufficient depth on the topic, and shall be used with participants to build a deeper understanding of the content. The course includes a \$125 fee for in-person training which covers the cost of materials, meals, and hotel costs. TSBA noted that there will not be a registration fee if the Department contracts with TSBA though additional information about the likelihood of this contract was not provided. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> While the course evaluation includes questions which rate the effectiveness of the course, the evaluation does not include an assessment of the participant's achievement of the stated learning objectives. This could be achieved through the addition of questions which require the participant to state what they've learned, share what they intend to bring back to their board, etc. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant submitted a revised course evaluation form which includes an assessment of the participant's achievement of the stated learning objectives. 	
Application Overall Score (FINAL)	
<i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	Board / Superintendent Relations
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, TSBA's course instructors includes a current TSBA employee with experience providing school board trainings and the former superintendent for Shelby County and Collierville Schools. The length of the proposed training course is 7 hours, enough time to cover the course content, and is intended for new and experienced board members. The application included the presentation materials and a participant notebook which are aligned to the course content, allow for sufficient depth on the topic, and shall be used with participants to build a deeper understanding of the content. The course includes a \$125 fee for in-person training which covers the cost of materials, meals, and hotel costs. TSBA noted that there will not be a registration fee if the Department contracts with TSBA though additional information about the likelihood of this contract was not provided. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> While the course evaluation includes questions which rate the effectiveness of the course, the evaluation does not include an assessment of the participant's achievement of the stated learning objectives. This could be achieved through the addition of questions which require the participant to state what they've learned, share what they intend to bring back to their board, etc. The Advisory Committee recommends the use of the term "Director of Schools" rather than "Superintendent". 	
Final Application Review	
<ul style="list-style-type: none"> The applicant submitted a revised course evaluation form which includes an assessment of the participant's achievement of the stated learning objectives. The applicant stated, "We still have boards that use the term "Superintendent" rather than "Director of Schools." We try to accommodate for all boards." 	
Application Overall Score (FINAL) <i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	eBoardsmanship
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, TSBA's course instructors are current TSBA employees with experience providing school board trainings. This course is hosted online via a partnership with Trevecca University. The proposed course is intended for new and experienced board members. The application included the assessment questions and answers for each of the modules which demonstrate the knowledge participants will gain through the course content. The course includes a \$75 fee for the virtual course which covers the cost of updates and online upkeep. TSBA noted that there will not be a registration fee if the Department contracts with TSBA though additional information about the likelihood of this contract was not provided. Participants complete an assessment at the conclusion of each module with a required passing score. Trevecca notifies TSBA of all those who have completed the course and TSBA maintains a database of participants which is sent to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> While the application states that the length of the proposed training course is 7 hours, the course is comprised of 4 separate modules, and it is unclear if the modules are self-paced or will take approximately 7 hours to complete all 4 modules. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant affirmed that "the modules for this course are self-paced and should take each board member approximately 7 hours to complete." 	
Application Overall Score (FINAL) <i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	NS4ed via Tennessee School Boards Association (TSBA)
Training Course	Helping Board Members Connect to Today's Labor Market
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> • The prospective course provider submitted an on-time, complete application. • While the application does not include information about the prospective course provider, NS4ed, the course instructor has relevant experience with the topics covered by the course. TSBA partners with NS4ed to provide this online course. • The proposed course is intended for new and experienced board members and includes 7 virtual modules that take approximately 1 hour in length to complete for a total of 7 hours. • The course does not include a fee. • Participants complete an assessment at the conclusion of each module with a required passing score of at least 80%. • Participants receive course completion certificates at the conclusion of the course and are asked to submit the certificate to TSBA for reporting purposes. TSBA maintains a database of participants which is sent to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> • While the application included a program brochure which defines the course content and lists the types of materials included in the training, a detailed description of the strategies and activities was not provided. 	
Final Application Review	
<ul style="list-style-type: none"> • The applicant provided a course description for each module which included an overview of the activities used as part of the module and topic areas addressed for each. 	
Application Overall Score (FINAL)	
<i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	Innovative Schools Workshop
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. TSBA partners with EdConnect to provide this in-person course and the course instructors have relevant experience with the course content. The proposed course is intended for new and experienced board members and includes content that is appropriate and sufficiently covered in the 7-hour course. The application included the presentation materials and guide for participants which are aligned to the course topic and covers the content in sufficient depth. The course includes a \$125 fee for the in-person course which covers the cost of an attendee notebook and meals. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> Participants complete an online evaluation at the conclusion of the course to rate each item on the agenda. However, the evaluation does not appear to include an evaluation of the participant's achievement of the stated learning objectives. This could be achieved through the addition of questions which require the participant to state what they've learned, share what they intend to bring back to their board, etc. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant submitted a revised course evaluation form which includes an assessment of the participant's achievement of the stated learning objectives. 	
Application Overall Score (FINAL) <i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	Leadership Conference
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, several of the course instructors have relevant experience with the topics covered in the sessions though it is unclear if the instructors from the 2021 conference will be the same instructors in 2022. The application is for a leadership conference that is intended for new and experienced board members. The conference fee is \$175 for the in-person courses which covers the cost of an attendee notebook, meals, and hotel costs. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> The application states that the training course is 7 hours in length but the materials include agendas and presentations that span across two days. Will participants receive a minimum of 7 hours by attending? While the application included presentation materials and a participant notebook, it is unclear which topics will be covered moving forward as the agenda provided was from the 2021 conference. Are the offered courses similar from year to year? Participants complete an online evaluation at the conclusion of the course to rate each item on the agenda. However, the evaluation does not appear to include an evaluation of the participant's achievement of the stated learning objectives. This could be achieved through the addition of questions which require the participant to state what they've learned, share what they intend to bring back to their board, etc. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant stated, "This course is span across two days, but all participants will receive a minimum of 7 hours by attending." The applicant clarified, "The topics for the Leadership Conference change from year to year, as we try to keep the information relevant. However, the course is similar from year to year. We are starting to prepare our 2022 agenda and can submit that when finalized." The applicant submitted a revised course evaluation form which includes an assessment of the participant's achievement of the stated learning objectives. 	
Application Overall Score (FINAL)	
<i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	Legal Issues Impacting School Boards
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, TSBA's course instructors includes current TSBA employees with experience providing school board trainings. The length of the proposed training course is 7 hours and consists of 7 course modules for new and experienced board members. The course allows sufficient time to cover a different school law issue in each module. The online course includes a \$75 fee which covers the cost of course development and updates. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> The application states that modules must be completed during the 2021-22 fiscal year. Should this be updated to FY23? The online course materials consist of informational videos and related resources and the applicant attached video files to review; however, the files for the 7 modules would not open. The application states that learning is assessed through comprehensive quizzes but it is unclear if the quizzes include an assessment of the course effectiveness and participant's achievement of the stated learning objectives. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant updated the application to clarify the module completion during FY23. The applicant submitted an updated link to review all 7 of the video modules. The applicant clarified that the evaluation includes questions which assess the course effectiveness and the participant's achievement of the learning objectives. 	
Application Overall Score (FINAL) <i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	Legislative and Legal Institute
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, TSBA's course instructors include current TSBA employees with experience providing school board trainings. The institute is intended for new and experienced board members. The in-person course includes a \$175 fee which covers the cost of participant materials, meals, and hotels. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> The proposed course is a two-day conference with sessions throughout. While the application states that the course length is 7 hours, it is unclear if this is the combined total that participants will receive, at a minimum. While the application included presentation materials and a participant notebook, it is unclear which topics will be covered moving forward as the agendas provided were from previous institutes. Participants complete an online evaluation at the conclusion of the course to rate each item on the agenda. However, the evaluation does not appear to include an evaluation of the participant's achievement of the stated learning objectives. This could be achieved through the addition of questions which require the participant to state what they've learned, share what they intend to bring back to their board, etc. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant confirmed that participants will receive at least 7 hours of training by attending the two-day conference. The applicant clarified, "The topics for the Legislative and Legal Institute change from year to year, as we try to keep the information relevant. However, the course is similar from year to year." The applicant submitted a revised course evaluation form which includes an assessment of the participant's achievement of the stated learning objectives. 	
Application Overall Score (FINAL) <i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	New Member Orientation
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, TSBA's course instructors include current TSBA employees with experience providing school board trainings. The training course is intended for new board members and spans across 2 days (14 hours total) to provide adequate time to cover all the course content. The orientation course covers all required topics and hours as outlined in State Board rule. The application included the presentation materials and participant notebook which covers the course content and allows participants to obtain a deeper understanding of the topics. The in-person course includes a \$250 fee which covers the cost of participant materials, meals, and hotels. TSBA noted that there will not be a registration fee if the Department contracts with TSBA though additional information about the likelihood of this contract was not provided. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> Participants complete an online evaluation at the conclusion of the course to rate each item on the agenda. However, the evaluation does not appear to include an evaluation of the participant's achievement of the stated learning objectives. This could be achieved through the addition of questions which require the participant to state what they've learned, share what they intend to bring back to their board, etc. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant submitted a revised course evaluation form which includes an assessment of the participant's achievement of the stated learning objectives. 	
Application Overall Score (FINAL) <i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	Planning: A Joint Venture
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, TSBA's course instructors include current TSBA employees and a retired education consultant with experience providing school board trainings. The application included the presentation materials and participant notebook which covers the course content and allows participants to obtain a deeper understanding of the topics. TSBA noted that there will not be a registration fee if the Department contracts with TSBA though additional information about the likelihood of this contract was not provided. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> The in-person course includes a \$1500 fee which covers the cost of participant materials, meals, and hotels however, the fee is significantly higher than any of the other trainings or conferences. What makes this training more expensive? Are there different fees for the 7-hour versus the 14-hour sessions? The training course is intended for new and experienced board members with the option to run the course as a 7-hour or 14-hour training though only an agenda for the 7-hour course was provided. The course also requires the participation of the superintendent. Participants complete an online evaluation at the conclusion of the course to rate each item on the agenda. However, the evaluation does not appear to include an evaluation of the participant's achievement of the stated learning objectives. This could be achieved through the addition of questions which require the participant to state what they've learned, share what they intend to bring back to their board, etc. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant clarified that it provides customized board retreats that are catered for each individual board at a cost of \$1,500 a day for this service. The applicant provided a sample agenda for a 14-hour training option as well. The applicant submitted a revised course evaluation form which includes an assessment of the participant's achievement of the stated learning objectives. 	
Application Overall Score (FINAL)	
<i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	School Law
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, TSBA's course instructors include current TSBA employees with experience providing school board trainings. The training course is intended for new and experienced board members and is 7 hours in length, sufficient time to cover the course content. The application included the presentation materials and participant notebook which covers the course content and allows participants to obtain a deeper understanding of the topics. The in-person course includes a \$125 fee which covers the cost of participant materials, meals, and hotels. TSBA noted that there will not be a registration fee if the Department contracts with TSBA though additional information about the likelihood of this contract was not provided. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> Participants complete an online evaluation at the conclusion of the course to rate each item on the agenda. However, the evaluation does not appear to include an evaluation of the participant's achievement of the stated learning objectives. This could be achieved through the addition of questions which require the participant to state what they've learned, share what they intend to bring back to their board, etc. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant submitted a revised course evaluation form which includes an assessment of the participant's achievement of the stated learning objectives. 	
Application Overall Score (FINAL)	
<i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	Summer Law Institute
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, TSBA's course instructor is a current TSBA employee with experience providing school board trainings. The course has also included presenters from the State Board of Education and others with relevant experience in previous years. The training course is intended for new and experienced board members and is 7 hours in length, sufficient time to cover the course content. The application included the presentation materials and participant notebook which covers the course content and allows participants to obtain a deeper understanding of the topics. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> The in-person course includes a \$175 fee for the Gatlinburg location and \$125 for the Jackson location, both of which are identical in content. The fees cover the cost of participant materials, meals, and hotels. Is the fee different due to a difference in the cost to host in each location? Participants complete an online evaluation at the conclusion of the course to rate each item on the agenda. However, the evaluation does not appear to include an evaluation of the participant's achievement of the stated learning objectives. This could be achieved through the addition of questions which require the participant to state what they've learned, share what they intend to bring back to their board, etc. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant clarified the difference in fees is due to a difference in the length of time for the course. The course in Gatlinburg stretches across two days while the Jackson course takes place in one day. The applicant submitted a revised course evaluation form which includes an assessment of the participant's achievement of the stated learning objectives. 	
Application Overall Score (FINAL)	
<i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	Teaming and the School Board
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, TSBA's course instructors include current TSBA employees and a retired education consultant with experience providing school board trainings. The training course is intended for new and experienced board members and is 7 hours in length across two days, sufficient time to cover the course content. The application included the presentation materials and participant notebook which covers the course content and allows participants to obtain a deeper understanding of the topics. TSBA noted that there will not be a registration fee if the Department contracts with TSBA though additional information about the likelihood of this contract was not provided. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> The agenda for this course spans across two days, one afternoon and one morning. Can this be combined for a single day training? What impact, if any, would this have on the cost? The in-person course includes a \$1,500 fee which covers the cost of participant materials, meals, and hotels. This fee is significantly higher than most of the other trainings and conferences. What makes this training more expensive? Participants complete an online evaluation at the conclusion of the course to rate each item on the agenda. However, the evaluation does not appear to include an evaluation of the participant's achievement of the stated learning objectives. This could be achieved through the addition of questions which require the participant to state what they've learned, share what they intend to bring back to their board, etc. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant clarified that the course is customized for each individual board and can be over one day or two. This would have no impact on the cost for the board. The applicant also clarified that the course is a customized board retreat and charges \$1,500 a day for this service. The applicant submitted a revised course evaluation form which includes an assessment of the participant's achievement of the stated learning objectives. 	
Application Overall Score (FINAL) <i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	

Application Scoring Summary	
Prospective Course Provider	Tennessee School Boards Association (TSBA)
Training Course	The Board's Role in School Finance
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> The prospective course provider submitted an on-time, complete application. TSBA has experience providing training to school board members since 1939 and conducts ongoing meetings, workshops, and seminars for board members on key education issues. Additionally, the course instructors have relevant experience with the course content. The training course is intended for new and experienced board members and is 7 hours in length, sufficient time to cover the course content. The application included the presentation materials and participant notebook which covers the course content and allows participants to obtain a deeper understanding of the topics. The in-person course includes a \$125 fee which covers the cost of participant materials, meals, and hotels. TSBA noted that there will not be a registration fee if the Department contracts with TSBA though additional information about the likelihood of this contract was not provided. TSBA maintains a database of participants designed to track attendance and shall send reports to the Department of Education once attendance is recorded. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> Participants complete an online evaluation at the conclusion of the course to rate each item on the agenda. However, the evaluation does not appear to include an evaluation of the participant's achievement of the stated learning objectives. This could be achieved through the addition of questions which require the participant to state what they've learned, share what they intend to bring back to their board, etc. 	
Final Application Review	
<ul style="list-style-type: none"> The applicant submitted a revised course evaluation form which includes an assessment of the participant's achievement of the stated learning objectives. 	
Application Overall Score (FINAL)	
<i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	



School Board Training Course Provider 2022 Application Rubric

Application Scoring

Completed applications shall be scored using the rubric criteria outlined below, which is aligned to the requirements set forth in [State Board Rule 0520-01-02-.11](#). Only applications which fully meet the standard of the rubric shall be recommended by the Advisory Committee for approval to the State Board. The overall scoring indicators are as follows:

Fully Meets the Standard	The response is thorough, does not require any revisions, and clearly meets all criteria stated in the rubric, in alignment with State Board rule.
Partially Meets the Standard	The response meets some of the criteria but not all and/or requires additional information in one or more areas of the application.
Does Not Meet the Standard	The response is incomplete, does not align with the criteria stated in the rubric, or otherwise raises concerns about the provider's ability to meet the requirements in rule.

Application Rubric Criteria
<ul style="list-style-type: none"> • The prospective course provider submitted a completed application by the required deadline. • The prospective course provider has relevant experience in providing school board member trainings and/or the prospective course provider's instructor(s) have, at a minimum, relevant experience with the topic(s) covered by the course, working with school boards, or as a training course instructor. • The length of the proposed training course is adequate given the amount of content covered by the course. • The proposed training course content is appropriate for the intended audience. • For prospective course providers proposing to offer an orientation training course for new board members, the course covers, at a minimum, all required topics and hours as outlined in State Board Rule. • The application includes a detailed description of the instructional strategies, activities and presentation materials which are aligned to the proposed training course topic(s) and demonstrates that the training course covers the topic(s) with sufficient depth to allow local board members to obtain a deeper understanding of the topic(s). • If a fee is being charged, the application includes an explanation of the fee. • The proposed course includes an effective method for evaluating the participant's achievement of the stated learning objectives and the course provider's effectiveness. • If the prospective course provider is an LEA, and the application includes a statement of whether the proposed course is restricted to members of the LEA or open to any local board member interested in participating in the training course. • The prospective course provider includes an effective method(s) for tracking local board member completion of the course and for reporting all course completers to the Department of Education in compliance with State Board Rule 0520-01-02-.11.

Application Scoring Summary	
Prospective Course Provider	Unity Training Solutions
Training Course	Building Unity Principles and Skills Through Curriculum Transparency: Learning to Comply with the New “Prohibited Concepts in Curriculum” Law
Initial Recommendation	Partially Meets the Standard
Initial Application Strengths	
<ul style="list-style-type: none"> • Unity Training Solutions submitted an on-time, complete application. • While Unity Training Solutions does not have any experience training school board members, the course instructors have experience in civil rights, education and law as well as working with school boards and as training course instructors. • The length of the proposed training course is 7 hours which is enough time to cover the course content. • The course shall include direct instruction and small group facilitation as well as case studies, role play and media vignettes to engage participants and achieve the stated learning objectives. • The course includes fees for in-person trainings that are either on-site or at a centrally-located venue and cover the cost of lunch, travel, and instructional materials. • Participants will participate in periodic checks for understanding, a summative quiz, and a course evaluation at the conclusion of the training. • Unity Training Solutions shall generate a course completer list to submit to the Department of Education. 	
Initial Application Questions/Weaknesses	
<ul style="list-style-type: none"> • Unity Training Solutions did not indicate the intended audience for the training course. Therefore, it cannot be ascertained if the content is appropriate for its intended audience. Additionally, given the proposed content, it is imperative that the course provider is aware of what’s required in Public Chapter 493 and can attest that the course materials comply with state law. 	
Final Application Review	
<ul style="list-style-type: none"> • The applicant clarified that the session is intended for new and experienced board members to ensure compliance with state law and State Board rules. • The applicant affirmed that the course instructors are aware of what’s required in state law and affirms that its materials are in compliance. 	
Application Overall Score (FINAL)	
<i>To be scored after review of any additional materials, if requested.</i>	
<input checked="" type="checkbox"/> Fully Meets the Standard <input type="checkbox"/> Partially Meets the Standard <input type="checkbox"/> Does Not Meet the Standard	