

**TECHNOLOGY CENTER SCHOOL BOARD MEMBER WORKSHOP
CERTIFICATION OF COMPLETION FORM**

This workshop has been approved by the Oklahoma Department of Career and Technology Education. Please complete and sign this form for verification of attendance.

Board Member Information

New Board Member **Incumbent** **Board-Appointed**

Name: _____

Address: _____

City: _____ State: OK Zip: _____

School District: _____ County: _____

Workshop Information

Workshop Title: _____

Workshop Site: _____ City: _____ Date: _____

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| <i>Indicate number of hours requested next to the area of training.</i> |
| NEW/INCUMBENT School Board Member Training |
| _____ (1 hour) Public School finance and/or Career Technology finance |
| _____ (1 hour) Oklahoma Open Meetings/Open Records Act |
| _____ (1 hour) Ethics/Ethical Issues |
| Additional credits of your choice-excluding continuing education (CE) designated credits: |
| _____ New State and Federal Laws |
| _____ Legal Issues |
| _____ State Employment and Due Process |
| _____ Specific Instruction on Individuals with Disabilities Education Act (IDEA) |
| _____ Educational Issues |
| And/Or |
| _____ CONTINUING EDUCATION School Board Member Training |

- I verify that I attended the entire workshop as approved for credit.
- I verify that I attended the portion of the agenda highlighted on the attached agenda.

Board Member Signature

Workshop Director or Superintendent Signature

Return to:

Deborah Swafford
Oklahoma Department of Career and Technology Education
1500 West Seventh Avenue, Stillwater, OK 74074-4364
deborah.swafford@careertech.ok.gov

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|--|---|
| FOR OKLAHOMA DEPARTMENT OF CAREER AND TECHNOLOGY EDUCATION USE ONLY | |
| WORKSHOP APPROVED FOR | <input type="checkbox"/> New/Incumbent School Board Member Training <input type="checkbox"/> Continuing Education Training |
| _____ Deborah Swafford Leadership and Professional Development, Oklahoma Department of Career and Technology Education | |