



**CENTER FOR LOCAL
GOVERNMENT TECHNOLOGY**
College of Engineering, Architecture and Technology

Assessor Training and Accreditation Program
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RE: CLASS AND HOTEL DETAILS

CLASS: Board of Equalization – April 3rd, 2025

LOCATION: Pittsburg County Courthouse Training Room, 115 E Carl Albert Pkwy, McAlester, OK, 74501

MAP: [Pittsburg County Courthouse](#)

CLASS DETAILS:

There will be one day of instruction. The course will begin at **9:00 a.m. on Thursday, April 3rd**, and will end at **4:00 p.m.** Your attendance will be reported to the State Auditor and Inspector's Office. Participation in this course will satisfy a board member requiring the annual 6 hour in-person initial education requirement. A board member requiring the annual 3-hour training, may attend either the morning session from 9:00 a.m. to noon or the afternoon session from 1:00 p.m. to 4:00 p.m. to satisfy the 3 hour requirement.

Effective November 1st, 2021 per [O.S. § 2862](#), Each board member shall complete an initial training requirement consisting of CLGT's 6 hour **in-person** course, the member has 12 months from their appointment date to complete that requirement. In addition to the initial requirement, each member shall annually attend and successfully complete at least 3 hours of training. **Failure by any member to complete such requirement will result in forfeiture of office.**

We are looking forward to seeing you in McAlester!

Sincerely,

Gary Snyder

Director