Enumclaw SCHOOL DISTRICT
all students achieving at high levels

THE BOARD OF DIRECTORS

Director Orientation

The board will help newly-elected or appointed directors to understand the policies and procedures of the board. To facilitate this process, new directors will be provided with:

WSSDA publications (e.g., Evaluation of School Personnel, Parliamentary Procedure)
Goals for the school district and strategic plan, if developed
Board policies and administrative procedures
Student rights, responsibilities and conduct
Student and staff handbooks from individual schools
Collective bargaining agreements
School budget
Financial status reports (most recent copies)
Board minutes (past year)
Achievement test results
Staff member job descriptions

The superintendent will assist each new director in the review of these materials and will review the role and function of the various administrators employed by the district. The superintendent will also clarify, as per district policy, how to (1) arrange for visits of school or administrative offices (2) request information regarding school operations, (3) respond to a complaint concerning staff or program and (4) handle confidential information.

Directors will be encouraged to attend meetings, workshops and conferences to increase their knowledge and competencies.

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