

DIRECTOR ORIENTATION

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

- WSSDA Publications
- Goals for the school district and strategic plan, if developed
- Board policies and procedures
- Student Rights and Responsibilities Policy and Athletic Code
- District staff directory
- Student and staff handbooks from individual schools
- Collective bargaining agreements
- District Budget and Finance Reports
- Board minutes
- Assessment test results
- Staff member job descriptions
- Mead Matters/Report Card to the Community
- Other essential communication tools

The Superintendent will assist each new Board member 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.