

## NEW BOARD MEMBER ORIENTATION

The Board recognizes that it is important for a new member to be knowledgeable about school governance and operations. Furthermore, the Board recognizes the need for new members to be prepared to participate in discussions and to cast informed votes on matters before the Board from the time that they are sworn into office.

The newly elected Board member(s) shall be invited to attend and sit with the Board at the May and June meetings, excluding executive sessions. Experiencing Board proceedings facilitates the learning of school governance and operations and provides for a smoother transition. However, those newly elected may not be voting members or active participants in Board meetings, or access confidential information, until they have been officially sworn in. At the beginning of the meeting the Board President will welcome the new member(s) and announce that he / she will be sitting with the Board but will not participate in any Board proceedings until officially sworn in on July 1<sup>st</sup>.

In addition, the Board directs the Superintendent to assist new members to become fully informed about the Board's functions, policies, procedures, and problems by:

1. Supplying material pertinent to meetings and all reports and communications normally sent to Board members.
2. Supplying background information and explaining the various materials, reports, communications, etc.
3. Providing copies of all appropriate publications and aids, including the Board Policy Manual and publications of the state and national school boards associations.
4. Inviting new Board members to meet the Superintendent and other administrative personnel to discuss services they perform for the district.
5. Planning and scheduling a special workshop session to orient new members to:
  - a. Standard Board procedures.
  - b. The school district facts and figures.
  - c. The school district's instructional program.
  - d. The school district's financial system.

Adopted 1/25/88

Revised 11/22/05, 7/26/21

Reviewed 9/9/14