



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 meet with the Superintendent, designee, and/or board chair to review the following items:

- A. WSSDA publications (e.g. *Open Public Meetings*, *Conflict of Interest*, *Washington School Board Standards*, *Serving on Your Local School Board*, *The Basics of School Law*, and *Parliamentary Procedure*);
- B. Goals for the school district and plans, if developed;
- C. A link to locate board policies and administrative procedures;
- D. Student rights, responsibilities and conduct;
- E. Student and handbooks from individual schools;
- F. A link to locate collective bargaining agreements;
- G. District and school budgets;
- H. Financial status reports (most recent copies);
- I. Board minutes (past year);
- J. Achievement test results and relevant data for evaluating student learning;
- K. Organizational Chart; and
- L. Superintendent-Board operating principles

The board chair, or a designee, and the superintendent may 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.

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

Cross Reference 1620P