

## NEW BOARD MEMBER ORIENTATION

### I. Statement of Policy

The Board of Education (the Board) and the Administrative staff shall assist new Board members elect to become familiar with and to understand the Board's functions, policies and procedures, and the Waterville Central School District's (the District) operation before taking office.

### II. The following methods shall be employed:

A. Be given selective materials covering the function of the Board and the District, including:

1. Board Policy Handbook.
2. District's Financial Report.
3. Access to the NYSSBA School Law Book.
4. Copies of the previous year's Minutes.
5. A copy of all employee organization contracts.

B. The incoming member shall:

1. Meet with the Superintendent and staff to discuss services performed for the Board.
2. Attend the New York School Board Association workshop for New School Board Members.
3. Be made aware of mandated training within the first year of their term.

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Waterville Central School District

Legal Ref: NYS Education Law §1708(3); NYS Public Officers Law §105(2)

Adopted: 06/24/14

Revised: 10/12/21