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(X) Local
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NEW BOARD MEMBER ORIENTATION

The introduction of new board members to the school district and their familiarization with its operation is a crucial educational process and an important board responsibility. A satisfying introductory program will ultimately reward both board members and the whole district.

It is strongly recommended that new board members attend the annual workshop held by the New York State School Boards Association for new school board members.

It is recommended that the Superintendent and the Board President meet with the new board member as soon as possible after his/her election. At that time, the following items should be given to and discussed with the new board member:

1. A copy of the board policy manual.
2. Copies of all personnel contracts, including the superintendent's and negotiated agreements between the district and its employees.
3. A copy of the budget for the upcoming school year and the function/object codes.
4. A copy of the current New York State Education Law Handbook.
5. A copy of the National School Board Association's Becoming a Better School Board Member.
6. Weekly packet material normally provided to board members except confidential personnel and student information.
7. A copy of the District Special Education Plan.

It is recommended that the Board of Education with counsel should review all outstanding litigation and the status of negotiations with the new board member at the earliest opportunity.

It is recommended that an orientation meeting should be held in the summer to familiarize board members with financial reports including warrants, transfer and Treasurer reports as well as the function and role of each central administrator.

It is recommended that new board members be taken on a tour of school facilities by the Superintendent and/or Director of Facilities and Operations.

Each new board member will be issued an iPad upon request new board members may also receive an attaché case, a file cabinet, and a paper shredder for the duration of their term of office. These items are for the sole purpose of

fulfilling his/her obligation as a board member and must be returned or purchased by the board member at the close of his/her term of office.

Adoption date: November 18, 2015