

**Prairie City  
School District 4**

Code: **BH/BHA**  
Adopted: 7/13/92  
Readopted: 06/14/06  
Orig. Code(s): 1162-B

**Orientation of New Board Members**

A new member is to be given the Board's and staff's fullest measure of courtesy and cooperation. Board and staff will make every effort to assist the new member to become fully informed about the Board's functions, policies, procedures and issues. In the interim between election and assuming office, the new Board member(s) will be assisted in the following ways:

1. The newly elected Board member will be given materials on the role of a Board member;
2. The newly elected Board member will be invited to attend Board meetings to observe the operation of the Board but will not be a voting member until he/she assumes office July 1;
3. The newly elected or appointed Board member will be given a copy of Board policies, Board priorities, long range plans and district adopted budget;
4. The superintendent will supply material pertinent to meetings and will explain its content;
5. The incoming member will be invited to meet with the superintendent and other administrative personnel, by arrangement with the administrator, to discuss services they perform for the district;
6. The newly elected Board member will be encouraged to attend the Workshop for New Board Members sponsored by the Oregon School Boards Association;
7. Newly elected Board members will receive all reports and communications normally sent to Board members.
8. Other members of the board will serve as mentors to the new member.

The superintendent with the Board chair shall arrange for the proper orientation of new Board members.

END OF POLICY

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**Legal Reference(s):**

[ORS 332.107](#)