

Springfield School District 19

Code: **BH/BHA**
Adopted: 7/09/01
Readopted: 1/08/07
Orig. Code(s): BH/BHA

Orientation of New Board Members

Newly elected or appointed Board members will receive orientation. Copies of or access to the official minutes, the current and proposed budgets, Board Policy and administrative rules, employment contracts, and other documents are provided to new members for study. The Board expects newly elected or appointed directors to attend any meetings held after election or appointment and before the term actually begins to get acquainted with the other members, with the Board's methods of operation, and to understand current problems confronting the Board. The Board relies on the Board Chair and the superintendent to acquaint the new members with district operations, the schools and other properties of the district.

A new Board 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(s) to become fully informed about the Board's functions, policies, procedures and problems. 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(s) will be given materials on the role of a school Board member;
2. The newly elected Board member(s) will be invited to attend Board meetings to observe the operation of the Board but will not be a voting member;
3. The newly elected Board member(s) will be given access to Board policies;
4. The superintendent will supply material pertinent to meetings and will explain its content;
5. The newly elected Board member(s) will be invited to meet with the superintendent and other administrative personnel, by arrangement with the superintendent, to discuss services they perform for the district;
6. The newly elected Board member(s) will receive all reports and communications normally sent to Board members.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)