

SUBJECT: ORIENTING NEW BOARD MEMBERS

The Board and its staff shall assist each new member-elect to understand the Board's functions, policies, and procedures before he/she takes office. The Board President and the Superintendent will work jointly to arrange for an orientation of the new Board member as soon as possible before the swearing in, or as soon thereafter as is convenient for all. The following are recommended:

- a) The electee shall be given material and/or information on the role of a member of the Board of Education, which material is supplied by the New York State School Boards Association, the National School Boards Association, and/or other professional organizations; this information may include but not be limited to the following:
 - 1.) Education Law – in particular those sections of the law pertaining to the responsibilities and legal obligations of board membership;
 - 2.) Conduct of Board meetings;
 - 3.) Committee structure;
 - 4.) Administrative structure of the district;
 - 5.) BOCES;
 - 6.) Tour of the schools and introduction to staff;
 - 7.) Access to the Policy Book and an overview of Board policies;
 - 8.) School/community communications;
 - 9.) Educational responsibilities of board members, especially the fiscal oversight requirement;
 - 10.) NYSSBA New Board Member Academy;
 - 11.) SLLCSBA New Board Member Orientation;
 - 12.) Officers of the Board and their responsibilities;

SUBJECT: ORIENTING NEW BOARD MEMBERS (cont'd)

- 13.) Freedom of Information, Open Meeting Law and Executive Session issues;
 - 14.) Curriculum oversight;
 - 15.) District Mission and Goals;
 - 16.) Board Self-Evaluation
 - 17.) Evaluation of the Superintendent
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- b) The electee shall be invited to attend Board meetings and to participate in its discussions;
 - c) The clerk shall supply material pertinent to meetings and shall explain its use;
 - d) The electee shall be invited to meet with the Superintendent and other administrative personnel to discuss services they perform for the Board;
 - e) Access to the Board's policies and by-laws shall be given to the electee by the Clerk;
 - f) It is expected that new Board members attend the New York State School Boards Association orientation program, and this District will provide the opportunity for this participation.

Adoption Date: April 20, 2009