

## NEW BOARD MEMBER ORIENTATION

A new board member or a member-elect of the school unit shall be afforded the fullest measures of courtesy and cooperation by the board and staff. They shall make every feasible effort to assist the new member to become fully informed about the board's functions, policies, procedures, and current issues.

- A. In the interim between appointment/election and actually assuming office, the new member will be invited to attend all meetings and functions of the board, including executive sessions, without voting rights, and is to receive all reports and communications normally sent to board members. It is anticipated that the board member-elect will agree to fully assume the responsibility of maintaining confidentiality to the same degree as when officially sworn in.
- B. New members will be encouraged to attend appropriate orientation workshops. Activities involving the possible reimbursement of expenses should be cleared first with the board chair.
- C. The new member is to be provided with copies of all appropriate publications and aids, the board policy manual, and publications of the national and state school boards associations including the MSBA Board Member Handbook.
- D. The board chair and members of the administrative staff will also confer with the new member as necessary on special problems or concerns.
- E. New Board members will attend "Freedom of Access" training as required by law.