

**WHITE RIVER SCHOOL DISTRICT #416
BOARD POLICY**

No. 1112

1000 - THE BOARD OF DIRECTORS

Election

1112 - Director Orientation

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 following methods shall be employed:

- 1) The electee shall be given selected materials on the responsibility of being part of the Board. Specifically included in this shall be the material published by the Washington State School Directors' Association entitled "Duties of a School Director."
- 2) The electee shall be invited to attend a board meeting between the time of his/her election and the time for him/her to take office and to participate in its discussion.
- 3) A copy of the board's policies shall be given to him/her by the superintendent.
- 4) A file of the board's agenda for the previous year, including the minutes of each meeting, together with all board bulletins issued, should be available to him/her to read as time permits.
- 5) The Board Resource Manual notebook will be provided to him/her by the superintendent

The superintendent will assist each new director in the review of materials and will review the role and function of the various administrators employed by the district. The superintendent will also clarify, as per district policy, how to: 1) Visit schools or offices; 2) Request information regarding school operations; 3) Respond to complaints concerning staff or program; and 4) Handle confidential information.

Directors will be encouraged to attend meetings, workshops, and conferences to increase their knowledge and competencies.

Original Adoption: March 25, 1996

Revised: February 26, 2003