

# BANDON SCHOOL DISTRICT #54

Code: **BH/BHA**  
Revised: 5/85  
Readopted: 11/13/89  
Orig. Code(s): 1211  
Revised/Readopted: 11/14/05

## Orientation of New Board Members

The Board shall assist each newly elected or appointed member to understand the Board's functions, policies and procedures before taking office. The following methods should be employed:

1. The electee or appointee shall be invited to attend Board meetings and to participate in an ex-officio capacity;
2. The superintendent shall supply material given to other Board members pertinent to meetings and shall explain its use;
3. The incoming member shall be invited to meet with the superintendent and other administrative personnel to discuss services they perform for the Board;
4. A copy of the Board's policies and bylaws and a copy of the Administrative Rules Handbook shall be made available;
5. The new electee or appointee will take office in accordance with ORS 255.335;
6. The newly elected or appointed Board member will be given materials on the role of a School Board member;
7. The incoming member 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;
8. The newly elected or appointed Board member will be encouraged to attend the Workshop for New Board Members sponsored by the Oregon School Boards Association;
9. Newly elected or appointed Board members will receive all reports and communications normally sent to Board members.

END OF POLICY

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Legal Reference(s):

ORS 332.107