

ORIENTATION OF NEW MEMBERS OF THE BOARD OF EDUCATION

It is the policy of the Berlin Central School District that new members of the Board of Education be offered an opportunity to learn about the processes that the Board of Education utilizes and the issues it addresses in the exercise of its authority. The Board of Education hereby affirms that an orientation session for new Board members is a vital element of their preparation to assume the responsibilities of school board member.

In order to ensure that a proper orientation is presented to new Board members, the President of the Board and the Superintendent of Schools shall:

- I. Invite newly elected or appointed members to attend all Board meetings; provide them with a briefing of the significant issues facing the Board and the District and a copy of all materials provided to incumbent Board members during the interim between their election or appointment and actual assumption of office. Such new members are expected to adhere to all standards of confidentiality as if they were a duly sworn member of the Board of Education.
- II. Furnish the new Board members with information about the district, state education law, and local policy and regulations during the interim between their election or appointment and actual assumption of office. Such materials shall include:
 - A. A copy of the Board policy manual
 - B. A publication that describes the various provisions of the Education Law and their application to policymaking, administration and management of primary and secondary education in New York State, such as the School Law Book published by the New York State Association of School Boards and the New York State Bar Association.
 - C. A copy of current collective bargaining agreements with employee collective bargaining units.
 - D. A summary report of the District's financial status.

- III. Upon the request of a new member of the Board, the Superintendent shall schedule appointments with selected school personnel including, but not limited to: principals, coordinators of special services, the business official and the directors of transportation and buildings and grounds and school lunch. The meetings are to provide an opportunity for the new member to learn about current issues facing the District and specific functions at the different levels of operation in the District.

- IV. The new members will be invited, at district expense, to attend appropriate orientation meetings. These may include, but not be limited to, those sponsored by the Regents of the State of New York, The New York State School Boards Association or Questar III Board of Cooperative Educational Services for Rensselaer, Columbia and Greene Counties.