

### New Board Member Orientation

The Board of Education believes that it is important for a new Board member to be knowledgeable about school governance and operations in order to fully contribute when he or she is sworn into office. To this end, a new Board member will be afforded the Board and staff's fullest measure of courtesy and cooperation. Effort will be made to assist new members to become fully informed about the Board's functions, policies, procedures, and problems. Orientation is required if the new member is to serve effectively on behalf of the residents of Chenango Valley.

The primary responsibility for orientation of new Board members resides with experienced Board of Education members and the Superintendent of Schools. The president of the Board of Education will designate a member of the Board of Education to serve as a mentor for each newly elected Board member.

In order to provide the basic framework of school governance and protocol, each new member will be strongly encouraged to attend the New York State School Boards Association orientation program for new Board members. New members are encouraged to meet with their mentors and the Superintendent of Schools with respect to a better understanding of Chenango Valley School District. The purpose of these meetings will be to provide orientation and materials which may include but are not limited to the following:

- Copy of NYS School Law Book
- Board of Education by-laws and policies
- Review of student enrollment data
- Description of course offerings and programs
- Staff organization
- Review of staff contracts
- Financial reports included in monthly agendas as prepared by School Business Executive plus additional information regarding budget, taxation, and state aid
- Tour of facilities and support staff programs
- Description of special projects

New Board members are strongly encouraged to attend meetings of the Broome-Tioga School Boards Association, the New York State School Boards Association and other appropriate organizations. An experienced member of the Board of Education represents the district as a member of the New York State Legislature network. It is recommended that new members attend these meetings and participate in their activities thereby becoming familiar with pending legislation affecting education.

CHENANGO VALLEY CENTRAL SCHOOL DISTRICT  
SECTION I – Policy No. 16 - New Board Member Orientation

Adopted: 02/16/94

Reviewed: 11/15/00, 11/15/06, 12/18/13, 01/21/15, 10/18/17

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Prior to being sworn in it is expected that Board members-elect will observe all public deliberations of the Board. To assist with this goal, Board members-elect will receive appropriate background information prepared for each Board meeting and be invited to attend Board meetings prior to actually assuming his or her seat. The Board of Education president will be responsible for the orientation of new Board members. Orientation will begin once new Board member is sworn in. This period of time will be used to orient the new member so that, insofar as possible, he or she will be prepared to discuss and cast informed votes on matters before the Board. Orientation shall continue as long as deemed necessary by the president, the mentor, and the new Board member.