

ORIENTATION OF SCHOOL COMMITTEE MEMBERS

It is the responsibility of the Committee Chairman, Superintendent and incumbent Committee members to do as much as possible to assist in orienting new Committee members to policies and procedures of the School Committee.

To the extent possible, orientation will begin with a workshop for candidates at which general guidelines and opportunities for School Committee members will be discussed.

Following all annual elections in the district, the Committee Chairman will schedule a meeting of the School Committee, Superintendent and all newly elected Committee members. Agenda items at this time may include:

1. Brief factual presentation regarding the school district
2. Discussion of rules for running School Committee meetings
3. Review of School Committee's policies
4. Function of policy book
5. Review of the purpose, function and time required for the School Committee and sub-committees
6. Handling complaints and questions regarding the schools
7. Other pertinent information

A tour of the school district to acquaint new School Committee members with district buildings and maintenance programs may also be arranged.

Each newly elected Committee member will be issued a policy book, MSBA handbook and other pertinent information.

Adopted: December 9, 1987
Reviewed: April 10, 2002