

NEW BOARD MEMBER ORIENTATION

The Columbia Local Board of Education will provide an orientation program for its members-elect. The primary purpose of this program will be to acquaint the members-elect with the procedures of the Board and the scope of its responsibilities, and to assist them to become informed and active Board members.

The Board, its treasurer, and the administrative staff will assist each member-elect to understand the Board's functions, policies, and procedures before the member-elect takes office.

The following techniques will be employed to orient new board members:

1. Selected materials, Board policies, regulations, and other helpful information will be furnished them member-elect by the superintendent.
2. Immediately after the general election, the member-elect will be invited by the Board to attend Board meetings.
3. The treasurer will provide agendas and other materials pertinent to meetings and explain the use of the materials.
4. The incoming member will be invited to meet with the superintendent and other administrative personnel.
5. Columbia Board of Education requires newly elected board members to attend new board member training (OSBA approved) within 90 days of taking the oath of office. Failure to complete this requirement will result in the new member being ineligible to appointment of a standing committee.
6. The board will make an effort to send newly-elected members to OSBA's Capital Conference and New Board Member Academy.

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