## **NEW BOARD MEMBER ORIENTATION**

Board members and the district administrator shall orient new Board members. Each new Board member shall:

- 1. Be encouraged to work together with other board members to enhance education in the district.
- 2. Be given the minutes of Board meetings held during the past year.
- 3. Have the payment and recordkeeping procedures explained.
- 4. Be encouraged to review school board policy handbook, WASB handbooks, and parliamentary procedure publications.

The district administrator shall, with each new Board member, discuss the budget and budget procedures, explain the duties of each Board officer, discuss salary schedules and tour school facilities.

LEGAL REF.: Section 120.13(32) Wisconsin Statutes

CROSS REF.: 163, Board Member Development Opportunities

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