

**Director Orientation**

The Board will help newly-elected or appointed Directors to understand the policies and procedures of the Board.

New Board members will be provided with the following:

- WSSDA publications
- Goals for the school district
- Board policies and administrative procedures
- Collective bargaining agreements
- Budget information
- Financial status reports (most recent copies)
- Sample Board minutes
- Administrative Organizational Chart
- Superintendent’s Contract
- Procedure for evaluating Superintendent

The Superintendent will assist each new Director in the review of these materials and will review the role and function of the various administrators employed by the District. The Superintendent will also clarify, as per District policy, how to (1) visit schools or offices; (2) request information regarding school operations; (3) respond to a complaint concerning staff or program; and (4) handle confidential information.

Directors will be encouraged to attend meetings, workshops and conferences to increase their knowledge and competencies.

Bremerton School District

Adopted:	<u>4/16/98</u>	_____	_____
Revised:	<u>8/20/98</u>	_____	_____
Affirmed:	_____	_____	_____