

Series 9000

Bylaws

Orientation of Board Members

Because the Board, as the policy making authority of the Eastford Public Schools, is responsible to the public for the success of all educational services offered by the school system, and because that success is directly dependent upon each Board member's ability to participate meaningfully in the decision-making process that governs this system, it shall be the policy of the Board to provide, as soon as practicable, for the orientation of new members. The purpose of the orientation is to help new members quickly become acquainted with their Board duties and responsibilities.

Orientation of new Board members will begin at the outset of their candidacy and continue throughout the election process. Prior to elections, beginning as soon as the individual's candidacy is known, the candidates will receive from the Board a brief overview of the Eastford Public School System. The candidates will be placed on a mailing list to receive notices from the Board, other meetings, and summary reports of Board action. Candidates will also be informed that additional information pertinent to each Board agenda item is available to them through the Central Office.

After the general election in November, and prior to the new members officially assuming the position in December, the new members will be invited to meet with the Superintendent and other administrative personnel to discuss services to be performed for the Board, and to allow them to request any other information they may deem desirable. Each new member will also receive an orientation packet from the Superintendent's office and will be notified of and given the opportunity to attend sessions of the Connecticut Association of Boards of Education or similar new Board member orientation.

The packet will include:

1. A copy of the Board's policies, rules, and regulations.
2. A copy of the current school budget and the latest financial statement.
3. A new Board Member packet from CABA.
4. Any other materials relevant to duties and responsibilities as members of the Eastford Public Schools.

First-time elected board members are to complete a training program that minimally includes the following:

1. The role and responsibilities of a board member;
2. The duties and obligations of a board of education;
3. School district budgeting and education finance.

This training must be completed at a time determined by the Connecticut Department of Education (CSDE), but not later than one year after assuming office.

Bylaw adopted: 3/12/98

Revised : 05/12/16, 6/09/22, 8/20/26

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Legal Reference: Public Act 23-167, An Act Concerning Transparency in Education requires first-time board members to complete a prescribed training program at a time determined by CSDE, but no later than one year after assuming office. Sections 2 and 3

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New Board Members Orientation

The Board of Education and the administrative staff shall assist each new Board member-elect to become familiar with and to understand the Board of Education's functions, policies, procedures, and operation of the school district before the member takes office. The following methods shall be employed:

1. The incoming member shall be given selected materials on the function of the Board of Education and the school district.
2. The incoming member shall be invited to attend Board meetings and functions and to participate in its discussions.
3. The incoming member shall be invited to meet with the Superintendent and other administrative personnel to discuss services they perform for the Board and the school district.
4. The incoming member shall be provided with a copy of the Board's policies and bylaws, administrative regulations, and copies of pertinent materials developed by the State School Board Association, Board minutes for the past year, and other helpful information explaining the Board's roles and responsibilities.
5. The Board Chairperson or designee shall arrange a meeting with the new Board member(s) to explain and answer questions about Board processes and procedures.
6. The Board Chairperson may request a veteran Board member to mentor a new member.
7. The incoming member may attend, at district expense, workshops for newly elected members as approved by the Board of Education.
8. First-time elected board members are to complete a training program that minimally includes the following:
 - ✓ The role and responsibilities of a board member;
 - ✓ The duties and obligations of a board of education;
 - ✓ School district budgeting and education finance.

This training must be completed at a time determined by the Connecticut Department of Education (CSDE), but not later than one year after assuming office.

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New Board Members Orientation (continued)

Candidates

The Superintendent or his/her designee shall invite all current candidates for the office of Board of Education member to attend (1) Board meetings, except that this invitation shall not extend to any executive sessions, and (2) pre-election workshops for candidates.

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