

**ORIENTATION****New Board Member Orientation**

The Board and the County Superintendent or designee shall help each new member-elect or appointee to understand Office of Education operations and the Board's functions, policies and procedures as soon after election or appointment as possible. Incoming members shall be given copies and informed that they must conform to the requirements of the Brown Act as if they had already assumed office. Incoming members shall be referred to the Office of Education's online policy manual and given the County Election Official's contact information and other materials related to the Office of Education and Board member responsibilities.

Incoming members are encouraged to attend Board meetings and meet with the County Superintendent or designee and Board president regarding their roles and responsibilities. They also may, at Office of Education expense, attend workshops for new Board members.

*Legal Reference:*EDUCATION CODE

33360 Department of Education and statewide association of school boards; annual workshops

33362-33363 Reimbursement of expenses; board member or member-elect

GOVERNMENT CODE

54950-54962 The Ralph M. Brown Act, especially

54952.1 Member of a legislative body

54952.7 Copies of Brown Act to Board Members