

OFFICE OF THE SUPERINTENDENT

Millburn Public Schools

INFORMATION ITEM

December 7, 2009

To: Board of Education Members

From: Ellen E. Mauer, PhD

Subject: First Reading-Board Policy 2:120-Board Member Development

This policy is presented for a first reading. The differences between the old and new one are the addition of a BOE Self-Evaluation and #5 under New Board Member Orientation that encouraged new Board members to attend workshops conducted by IASB. We will present the policy for a second reading and adoption at the next meeting unless you have changes.

## School Board

### Board Member Development <sup>1</sup>

The School Board desires that its individual members learn, understand, and practice effective governance principles. <sup>2</sup> The Board is responsible for Board member orientation and development. Board members have an equal opportunity to attend State and national meetings designed to familiarize members with public school issues, governance, and legislation.

The Board President and/or Superintendent shall provide all Board members with information regarding pertinent education materials, publications, and notices of training or development.

### Board Self-Evaluation

The Board will conduct periodic self-evaluations with the goal of continuous improvement. <sup>3</sup>

### New Board Member Orientation <sup>4</sup>

The orientation process for newly elected or appointed Board members includes:

1. The Board President or Superintendent, or their designees, shall give each new Board member a copy of or online access to the Board Policy Manual, the Board's regular meeting minutes for the past year, and other helpful information including material describing the District and explaining the Board's roles and responsibilities.
2. The Board President or designee shall schedule one or more special Board meetings, or schedule time during regular meetings, for Board members to become acquainted and to review Board processes and procedures.
3. The Board President may request a veteran Board member to mentor a new member. <sup>5</sup>
4. All new members are encouraged to attend workshops for new members conducted by the Illinois Association of School Boards.

### Candidates

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

LEGAL REF.: 5 ILCS 120/2.

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**The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.**

<sup>1</sup> This optional policy is up to the local board's discretion.

<sup>2</sup> The IASB "Foundational Principles of Effective Governance" is available online at [www.iasb.com](http://www.iasb.com).

<sup>3</sup> Boards are not required to conduct self-evaluations, but may hold a closed meeting with representatives of a State association authorized under Article 23 of The School Code for the purpose of discussing self-evaluation practices and procedures, or professional ethics (5 ILCS 120/2(B)(6)).

<sup>4</sup> New board member orientation is a critical step in helping new board members become effective and in promoting a smooth functioning *new team*. The first paragraph should be customized to add references to the IASB policy services that the district receives (e.g., **PRESS**, **PRESS Online**, **School Board Policies Online**, and **PRESS Plus**).

<sup>5</sup> See 2:120-E, *Guidelines for Serving as a Mentor to a New School Board Member*.

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:125 (Board Member Expenses),  
2:200 (Types of School Board Meetings)