

**New School Board Member Orientation
Process/Procedures**

The addition of a new board member to our team allows us the opportunity to participate in sharing our vision for our learners. Below is a schedule to allow for all of us to participate in welcoming and providing information to our new board member. Our dedication to team work should be reinforced through this process which will simultaneously allow TASB school board training credit.

What	Who	When	Where
Welcome to the board!	Sara Leon, Robert Gadbois, John Hardwick	May 24, 2007 10:45 am	Superintendent's Office & Lunch
Legal Boundaries plus History & Current Status of Master Plan	Sara Leon, Robert Gadbois, John Hardwick	May 24, 2007 10:45 am	Superintendent's Office & Lunch
A "Short Course" on School Finance	Erasmus Rodriguez & Linda O'Connell	Date?	Deputy Superintendent's Office & Lunch
Curriculum & Technology	Nancy Jones, Lawrence Garcia, Erasmo Rodriguez	Date?	Over Lunch
Employment Practices (policy)	Erasmus Rodriguez, Cindy Ortiz, Camilla Lopez	Date?	Over Lunch
History and Current Status of Planning Efforts/Building Committee	See attached	Date?	Over Lunch
Am I a board member or parent? How do I distinguish? Visiting Campuses.	See attached	Date?	Over Lunch
Handling Complaints & Criticism	See attached	Date?	Over Lunch
Superintendent's Appraisal	See attached	Date?	Over Lunch

Board of Trustees

Nick Cardenas--President.....Home: 358-5226**ncardenas1621@sbcglobal.net
Tim Fitch--Vice President.....Home: 358-3374**Office: 358-3560x107**timfitch@yahoo.com
Laura Fischer--Secretary.....Home: 358-0270**Office: 375-2194**fischer@stx.rr.com
Velma Elizalde.....Home: 358-4112**Office: 354-2301**velmae@coastalbend.edu
Tom Beasley.....Office: 358-2612**Cell: 362-4397**tbeas@swbell.net
John Fish.....Home: 358-9319**Office: 358-2910**theonlyfish@yahoo.com
Art Gamez.....Home: 358-2785**Art_Gamez@yahoo.com

New School Board Member Orientation

Visiting Campuses (1 or 2 board members)

- Communicate ahead of time with the principal.
- Sign in on the visitor register in the campus office.
- Remember all of the other protocols regarding being a single board member.
- Ask principal upon arriving if there is anything special going on that might be interrupted or that might be celebrated.

Superintendent Appraisal (1 or 2 board members)

- Role of Superintendent is evolving
 - ◆ Prior to the 1960's the Superintendent's role was to "tell" what needed to be done
 - ◆ By the 1970's the role had evolved to that of a "seller" of ideas to the public
 - ◆ From the mid 1980's to the mid 1990's the role evolved to that of the "involver"
 - ◆ The present role is that of "facilitator, consensus builder and delegator"
- Appraisal of the Superintendent must include a student performance dimension
- We are developing a model that includes:
 - ◆ Student performance
 - ◆ Teamwork with the Board of Trustees
 - ◆ Continuous improvement
 - ◆ Fixing problems not fixing blame
 - ◆ Reflection on how the Superintendent can work with the Board to improve the District
 - ◆ Enhancing the image of Beeville ISD
 - ◆ An appraisal that allows the Superintendent to share how Board goals are being addressed
 - ◆ Working as a team when tough personnel decisions are being made (e.g. reorganization)
 - ◆ Discussion of personnel in open session
 - ◆ Discussion of students in open session

Handling Complaints and Criticism (1 or 2 board members)

- Complaints by parents are afforded a formal process in our board policy (FNG Local attached)
- At our regular board meeting the public is invited to share complaints or celebrations during the public forum part on the agenda (time is limited to 5 minutes-they sign in before the meeting starts and present it to the board president).
- In general our process for handling a citizen's request/complaint to an individual board member is to:
 - ◆ Hear the full complaint for understanding of persons involved, date, time, and place
 - ◆ Repeat the request/complaint back to the citizen
 - ◆ Remind the citizen of due process and that the board member must remain impartial in case the situation goes before the board
 - ◆ Refer citizen to appropriate person in the chain of command (level nearest where incident occurred-confidentiality essential)
 - ◆ The administrator should communicate with citizen in a timely manner and provide feedback to the Board