

## *Document Status: Draft Update - Rewritten*

### Board Member Development

#### **2:120-E1 Exhibit - Guidelines for Serving as a Mentor to a New Board of Education Member**

On District letterhead [PRESSPlus1](#)

Date

Dear Board of Education Member:

Thank you for agreeing to serve as a mentor to a new Board member. The goal of the mentoring program is to orient a new Board member to the Board and District and to help the new Board member be comfortable and become an effective member of our governance team. Follow these guidelines to maximize your mentoring effectiveness:

1. During your first contact with the new Board member, introduce yourself and explain that you will serve as the new Board member's mentor and are looking forward to sharing information about the Board and District. If possible, meet with the individual to become acquainted. Be available as needed to provide assistance, advice, and support. The Superintendent's office will have already provided the new Board member with a web link or paper copy of the Board's policies, as well as other helpful material.
2. Share your knowledge and experiences with the new Board member. Take a personal interest in helping the new Board member succeed.
3. Try to develop an informal, collegial relationship with the new Board member – explain that you are there to help. Listen respectfully to all concerns and answer questions honestly.
4. Be prepared to introduce the new Board member at upcoming Board events until the new Board member becomes a familiar face.
5. Be available and maintain a helpful attitude.

Being a mentor can bring rewards to you, the new Board member, and the District. You will assist the new Board member in becoming an effective member of the Board and ensuring skilled and knowledgeable future leadership for the District. Thank you for your assistance and commitment.

Sincerely,

Board of Education President

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#### **PRESSPlus Comments**

PRESSPlus 1. Rewritten for PRESS Plus in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. A redlined version showing the changes made is available at PRESS Online by logging in at [www.iasb.com](http://www.iasb.com). **Issue 119, June 2025**

