



ORIENTATION PROCESS FOR NEW MEMBERS OF THE BOARD OF TRUSTEES

1. The contact person from the Governance Cte informs the nominee of the Board's decision and indicates who will be the new board member's mentor.
2. A mentor is assigned who communicates (reiterates) the By-Law provision that a new member does not vote for the first two board meetings of their tenure.
3. In addition, the mentor:
 - *oversees the signing by the new member of necessary board documents
 - *informs new member of how to get background check and fingerprints (see Kara)
 - *communicates board committee assignment for new member
[Chair (or member) of that committee introduces new member to meeting schedule, process, business at hand, active tasks in which the new member can participate]
 - *brings new member up to speed on current issues with which the board is working
 - *oversees that new member completes necessary trainings, including privacy, land trust, communication protocols, etc.
4. Mentor sees that new member has access to necessary documents, including:
 - Orientation Process
 - Board Handbook (includes signature pages to be signed and given to Emily)
 - Board Member Agreements (to be signed and given to Emily)
 - WWCS Practices, Expected Outcomes, Goals
 - Charter School Governing Board Annual Requirements
 - Annual Board Calendar Draft
 - Board Compliance Items