

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** May 22, 2012

**TO:** **BOARD OF EDUCATION**

**FROM:** Dr. Joe A. Hairston, Superintendent

**SUBJECT:** **REPORT ON PROPOSED CHANGES TO BOARD OF EDUCATION  
POLICY 8230, ORIENTATION OF NEW BOARD MEMBERS**

**ORIGINATOR:** Margaret-Ann Howie, Esq., General Counsel

**RESOURCE  
PERSON(S):** Patricia Clark, Policy and Compliance Officer

**INFORMATION**

That the Board of Education reviews the proposed changes to Policy 8230. This is the first reading.

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Attachment I – Policy Analysis  
Attached II – Policy 8230

**POLICY ANALYSIS FOR  
BOARD OF EDUCATION POLICY 8230  
ORIENTATION OF NEW BOARD MEMBERS**

**Statement of Issues or Questions Addressed**

In accordance with Policy and Rule 8130, Policy 8230 is scheduled for review in school year 2011-2012. Policy 8230 outlines the responsibility of the Board to provide orientation for new Board members. Policy 8230 has been revised to: (1) include a policy statement; (2) include a provision for conducting an orientation session for new Board members to reflect current practice; (3) include a provision for granting access to and training on the school system's relevant systems and networks; (4) revise the policy to reflect Board members will be provided access to the Board's policies and Superintendent's rules online, as the Board no longer provides print copies; (5) conform with the Policy Review Committee's editing conventions.

**Cost Analysis and Fiscal Impact on School System**

No fiscal impact is anticipated by the revision of this policy.

**Relationship to Other Board of Education Policies**

1. None

**Legal Requirements**

1. None

**Similar Policies Adopted by Other Local School Systems**

1. Charles County Board of Education, Policy 8110, *Members: Orienting New Board Members*
2. Frederick County Board of Education, Policy 100-3, *Orientation Procedures for Board of Education Candidates*
3. Washington County Board of Education, Policy BHA, *Orientation: New Board Members*

**Draft of Proposed Policy**

Attached

**Other Alternatives Considered by Staff**

No other alternatives were considered.

**Timeline**

First Reading – May 22, 2012

Public Comment – June 12, 2012

Third Reading/vote – July 10, 2012

INTERNAL BOARD POLICIES: Duties and Responsibilities

Orientation of New Board Members

I. POLICY STATEMENT

- A. The Board of Education OF BALTIMORE COUNTY (BOARD) BELIEVES THAT IT IS IMPORTANT THAT A NEW MEMBER BE KNOWLEDGEABLE ABOUT SCHOOL BOARD GOVERNANCE AND THE OPERATION OF THE SCHOOL SYSTEM, AND, INsofar AS POSSIBLE, BE PREPARED TO DISCUSS AND CAST INFORMED VOTES ON MATTERS BEFORE THE BOARD.
- B. THE BOARD and the administrative staff shall assist each new member to understand the Board's functions, policies, SUPERINTENDENT'S RULES [and procedures], and operation of the school system upon being SWORN [sword] in. [The following methods shall be employed:]

II. NEW BOARD ORIENTATION

- A. THE ORIENTATION PROCESS FOR EACH NEWLY APPOINTED SCHOOL BOARD MEMBER INCLUDES:
  - 1. CONVENING A WORKSHOP FOR THE PRIMARY PURPOSE OF ORIENTING NEW MEMBERS TO HIS OR HER RESPONSIBILITIES; POLICY-MAKING AND ADMINISTRATION; LEGAL AND FISCAL RESPONSIBILITIES; OPEN MEETING LAWS; BOARD STRUCTURE AND ORGANIZATION; AND THE MISSION AND GOALS OF THE SCHOOL SYSTEM.
  - 2. [1.] PROVIDING EACH new member[s Shall be given] selected material on the functions of the Board [of Education] and the school system.
  - 3. [2.] INVITING EACH [The] new member TO [shall be invited to] meet with the Superintendent [of Schools].
  - 4. [3.] PROVIDING EACH NEW MEMBER ONLINE ACCESS TO, AND TRAINING ON, RELEVANT SYSTEMS AND NETWORKS.

5. PROVIDING EACH NEW MEMBER TRAINING ON ACCESSING THE BOARD'S POLICIES AND SUPERINTENDENT'S RULES ON THE SCHOOL SYSTEM'S WEBSITE. [A copy of the Board of Education policies, administrative regulations, and other pertinent materials shall be provided for each new Board member.]
- B. ALL NEW MEMBERS ARE STRONGLY ENCOURAGED TO ATTEND WORKSHOPS FOR NEW BOARD MEMBERS CONDUCTED BY THE MARYLAND ASSOCIATION OF BOARDS OF EDUCATION AND THE NATIONAL SCHOOL BOARDS ASSOCIATION.

Policy  
Adopted: 04/13/72  
Revised: 05/22/07  
REVISED: \_\_\_\_\_

Board of Education of Baltimore County