

## **Bigfork School District #38**

### **THE BOARD OF TRUSTEES**

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#### Candidate Orientation

Candidates for appointment or election to the Board shall be urged to attend public meetings of the Board. All public information about the school system shall be made available to them.

Additionally, the Board directs the Superintendent to cooperate impartially with all candidates in providing them with information about school governance, Board operations and school programs. This cooperation may include:

1. Notifying the candidate of open meetings of the Board, accompanied with an agenda;
2. Meeting with the candidate to provide background information on the school system and board service and/or arranging such other candidate orientation sessions as the candidate may reasonably request;
3. Providing each candidate with access to publications from the Montana School Boards Association, the official minutes of Board meetings and the District meetings and the District Policy Manual; and,
4. Making arrangements for the candidate to review the current policies of the Board, administrative regulations and other publications of the school system.

Notices of candidate's meetings that are sponsored by impartial, non-partisan organizations may be announced in District publications and/or be sent home with students. The following procedures shall be followed:

1. If a candidate is scheduled to appear or speak as a part of a school-sponsored program, all candidates for that position shall be invited to attend or to send representatives;
2. The school will not send home partisan materials through the students; and,
3. The Superintendent shall invite all candidates to an information session. Each candidate will be given the same materials and information at these sessions.

The School Board considers it important that a new member be knowledgeable about school governance and operations, and, insofar as possible, prepared to discuss and cast informed votes on matters as soon as possible.

Incumbent Board Members and staff shall help new Board Members become fully informed about the Board's functions, policies, procedures and problems.

Promulgation Date: October 15, 2001