



NEW BOARD MEMBER ORIENTATION SESSION

The object of this orientation is to have new Trustees attend the Organizational Meeting with some background information. Listed below is a sample agenda for same.

1. Welcome/Introductions (Chair of the Board).
2. Portage la Prairie School Division Purpose and Mission, Values, Goals and Objectives (Chair of the Board).
3. Overview of Superintendent's duties, schools, programs, staff, special education, technology, innovative projects (Superintendents' Department).
4. Overview of:
 - Division Finance, FRAME system, funding sources, special levy, current capital projects.
 - Others: payroll, Division budget, school budgets and requisition system, purchasing procedures, etc.
 - Trustees' indemnities and expense forms (Secretary-Treasurer's Department).
5. Portage la Prairie School Division Manual of Policies and Procedures. (Chair)
6. The role of Board members (Chair).
 - Board member authority (BGA)
 - Professional Development (BGC)
 - Advisory Councils for School Leadership (KGC)
 - Conflict of Interest (BBF)
 - Complaints/Concerns Procedures (KF, KFA-KFC).
 - Board Member Ethics (BGE).
7. Internet Access/Acceptable Use Agreement.
8. Possible current "hot button" issues.
9. Question/Answer.
10. Schools and Facilities tour.