

Title: Process for new board member orientation

Control Information

Control Item	Details
Owner/Curator	Sue Shackelford
Procedure#	0001a
Supersedes	None
File Location	www.bethanycharter.org
Board approval date	July 5, 2004

Revision History

Revision	Date	Revision Description	Originator
A	July 5, 2005	Initial Release	K. Buchheit

1.1 Objective:

The objective of this policy is the following

1. Provide the steps for new board member orientation.

1.2 Definitions:

The following definitions will help in understanding the table below

1. The person or group accountable has the final say on decisions and method for the task.
2. The person or group responsible performs the task.
3. The person or group informed is notified of the results.

1.3 Procedure:

Step	Detail	Description of the method.	Who is accountable	Who is responsible	Who informed
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Review Bylaws	Read Review with board member		Board chair Board chair	New board member New board member	Board Board
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<p>Review Strategic Plans</p>	<p>Read Review with board member</p>		<p>Board chair Board chair</p>	<p>New board member New board member</p>	<p>Board Board</p>
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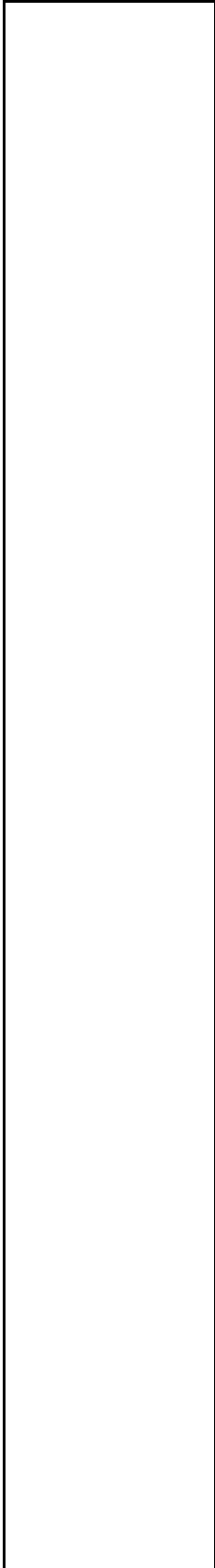
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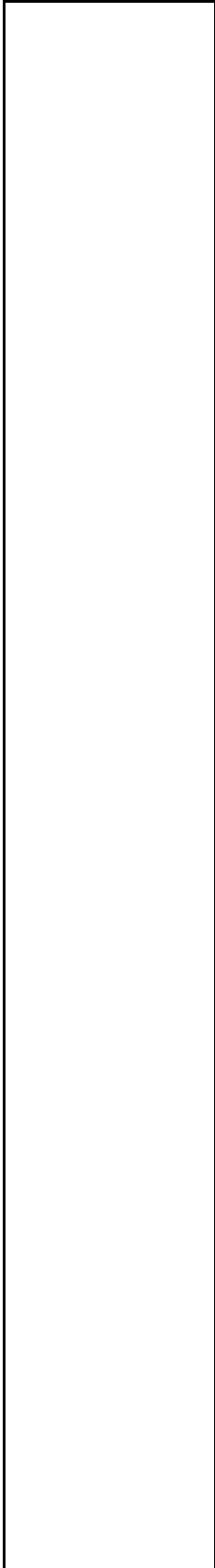
<p>Review accountability plan</p>	<p>Read Review with board member</p>		<p>Board chair Board chair</p>	<p>New board member New board member</p>	<p>Board Board</p>
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<p>Review Charter</p>	<p>Read</p> <p>Review with board member</p>		<p>Board chair</p> <p>Board chair</p>	<p>New board member</p> <p>New board member</p>	<p>Board</p> <p>Board</p>
		<p>Bethany Charter School</p> <p>Page 7 of 17</p>			

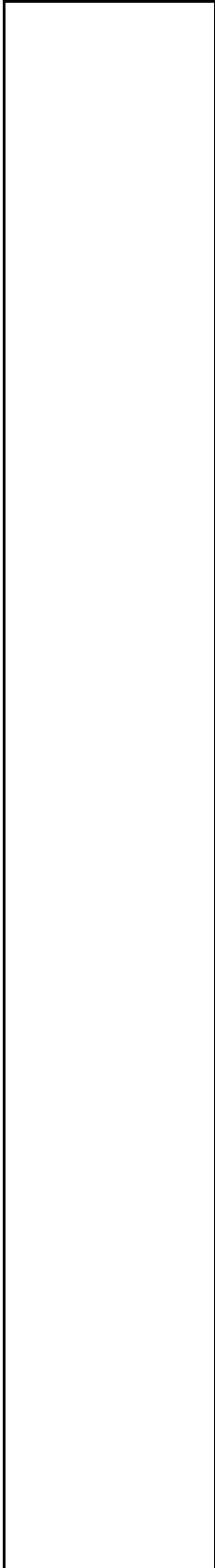
Review Spending Plan
Review BCS History

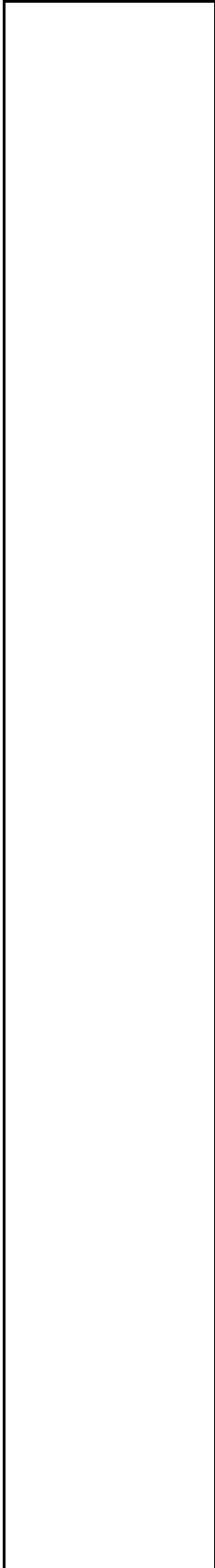


Review
current
operations
budget

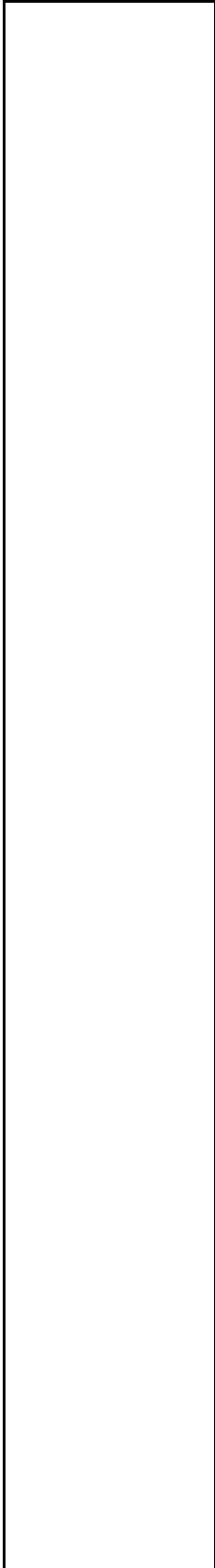


Review all
BCS policies
and
procedures





Meet staff	with
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Question and answer time with entire board

Review officers and directors insurance policy
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