POLICY

SOUTH ORANGE MAPLEWOOD BOARD OF EDUCATION

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0156.1 BOARD REPRESENTATIVES

Guidelines for Board Liaisons to District Schools

The role of Board Liaisons to district schools is to improve communication between the Board and the parent community. Board members who are appointed to serve as liaisons to district schools are expected to familiarize themselves with their assigned school and be visible to the parent community. Board liaisons to district schools are also expected to communicate and build an understanding of Board initiatives through the sharing of school news and information. Board liaisons are not advocates for their particular assigned schools; rather the main intent of this role is to inform parents of Board actions and activities.

In order to promote a consistent Board presence across the school di strict, the following procedures are recommended.

- 1. Board liaisons should arrange an orientation meeting in September at the beginning of the school year with the building principal to discuss the principal's vision for the school and what s/he sees as challenges and opportunities. A building tour should be part of the initial meeting.
- 2. Board liaisons should be introduced to the building's P.T.A./Home and School Association leadership to clarify the representative's role. Parents should be reminded to use the established process of working with building/school administrators prior to bringing issues to the attention of the Board.
- 3. The Communications Committee will write and submit a monthly message for the schools' newsletter to report on Board activities.
- 4. Board liaisons should receive a calendar of school events, announcement of activities, and be invited to attend such events. Board liaisons who cannot attend school events may ask another Board member to attend in their stead.

The Superintendent shall notify principals and co-presidents of the PTA Presidents' Council on a yearly basis of board members assigned to respective district schools.

Adopted:28 August 2006The policy has been abolished.First Reading:February 24, 2022



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Second Reading: March 21, 2022 Repealed date.

