

ORIENTATION

The Holmdel Township Board of Education directs the Superintendent or his/her designee to design and implement an orientation program for newly employed members of the professional staff in accordance with the contractual agreement and with identified needs of the faculty.

The orientation program will include, but not be limited to:

- factual overview of the district;
- tour of the community;
- opportunity to meet administrative personnel and members of the Board of Education;
- introduction to various special programs of the district (i.e., Special Education, English as a Second Language, Basic Skills Improvement Program);
- familiarization with important policies of the district (i.e., sexual harassment, child abuse and reporting, drug and alcohol abuse);
- training in universal safety precautions;
- expectations for teaching staff;
- building-level responsibilities and procedures; and
- training in classroom management and lesson planning.

The orientation program will include both district-level and building-level workshops.

Further, the Holmdel Township Public Schools district supports each new teacher with a team which includes the building principal, Director of Curriculum and Instruction, a mentor teacher and, where appropriate (grades 6-12) a content area supervisor. Those teachers who hold provisional certification will be provided with support and evaluation in accordance with state law and regulation.

The orientation program for faculty will be evaluated annually and modified in accordance with the recommendations of the participants - administrators and new staff - to enhance the overall effectiveness of the program.

Source: Regular Board Meeting

Date: April 1, 1996

