

**AUBURN SCHOOL DISTRICT  
PROFESSIONAL STAFF ORIENTATION**

The Superintendent or designee will provide for an annual orientation of all professional staff members.

The orientation of returning personnel will focus on the changes which have occurred during the previous year and the general goals for the coming year.

Orientation of personnel new to the school system may extend over a longer period of time and may provide a broadly-based effort to supply information and background details which will improve the new teacher's understanding of the district's frameworks, including policies of the Board, rules and regulations, and the instructional program.

The Principal or the immediate supervisor shall orient all teachers to formulate evaluation procedures.

All employees will also receive orientation in school safety procedures and crisis management. The Superintendent or designee will be responsible for providing the orientation.