



# NSBA Ad Hoc Committee

## Terms of Reference

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### **Purpose:**

To work with administration to plan, develop and deliver a successful Onboarding for School Board Success presentation at the National School Boards Association's 2024 Annual Conference.

### **Membership:**

- a) Three trustees, with one to serve as Committee Chair
- b) Superintendent of Schools
- c) Other staff as required

### **Areas of Focus:**

Areas of focus include:

- a) Review current materials used by RVS for prior school board elections and onboarding of new trustees
- b) Identify topics to be covered in the presentation
- c) Create and deliver presentation at NSBA 2024
- d) Plan and coordinate with NSBA organizers to ensure successful presentation at the annual conference
- e) Share final presentation with the Board Planning Committee for information.

### **Authority:**

To develop an Onboarding for School Board Success presentation and to deliver the presentation at the NSBA 2024 Annual Conference on behalf of the Board.

### **Meetings:**

A maximum of 4 meetings as called by the Committee Chair or Superintendent of Schools.

### **Minutes:**

A meeting summary will be drafted by recording secretary and approved by committee at next meeting.

### **Remuneration of Trustees:**

As per Board Policy 27 – Trustee Compensation and Development.

### **Budget:**

Costs charged to Board's departmental budget.