



### **Roles and Duties of MCSBA Immediate Past-President**

Chair and select the Nominating Committee members. The Immediate Past-President, one superintendent and at least 4-5 other veteran members from a cross section of memberships districts should be selected to participate. Report the Committee's conclusions to the Executive Committee and then at the Annual Meeting.

- The Nominating Committee meets in early March and should complete its work prior to the next scheduled Executive Committee Meeting.

Participate in the evaluation of the Executive Director.

- This procedure is described in the MCSBA Practices & Procedures brochure.

Form an Ad-Hoc Committee to review MCSBA Practices & Procedures and By-Laws (should be reviewed every 5 years).