BOARD OF TRUSTEES EXIT INTERVIEW
SAMPLE QUESTIONS

This document is intended for NAIS schools to use as a resource for their board of trustees exit interviews. Please use any or all of the sample questions below to guide you in your own school’s exit interviews process.

1. Coming on to the board
   i. How were you asked to join the board of trustees? Do you think this was an appropriate way of approaching potential board members? Is there another approach we should consider?
   ii. Which skills or attributes do you feel that the board was looking for in you when you were asked to join the board? Was this made clear to you when you asked to join?
   iii. Do you feel like you have fulfilled this purpose or a different one?
   iv. What was appealing to you about serving on the board when you were asked?
   v. When you were recruited, were the obligations of being a board member clear to you? (meetings, committee assignments, other school events, and giving expectations). In what way, if any, have they changed or should they change?
   vi. What do you feel the expectations are for board members when it comes to giving to the school? Do you think this is too high, too low, or just about right?
vii. Did you attend a trustee orientation when you began with the board? What, if anything, do you wish had been included? What else might be useful to trustees coming on at this point in the school’s history?

2. **Board use of skills and tone**
   i. Did your committee assignments and other roles use your skills and knowledge appropriately?
   ii. Does the board use members’ skills as fully as it should? Do you have any suggestions for alternative ways to better use the board members?
   iii. Does the board, through its committees and overall board meetings, efficiently and effectively use members’ time? In your opinion, in which ways does the board use time well: committee work, committee meetings, full board meetings, pre- and post meeting communications, other? In what ways may they be improved?
   iv. Is the board culture welcoming to all voices during board meetings? Why or why not?
   v. How do you feel the board work addressed the fiduciary, strategic and generative aspects of its work for the school? Which of these, if any, did the board spend too little or too much time on?

3. **Overall picture of operations**
   i. How do you feel the board work addressed the fiduciary, strategic and generative aspects of its work for the school? Which of these, if any, did the board spend too little or too much time on?
   ii. How do you feel the board work addressed the fiduciary, strategic and generative aspects of its work for the school? Which of these, if any, did the board spend too little or too much time on?
   iii. During your time on the board, did you understand how the boards’ work fit into the work of the school leadership and other members of the community to meet the needs of the school’s long term plan? What were strengths here? What were weaknesses?
   iv. Do you feel that the school’s current plan or vision is appropriate for the institution? If so, why? If not, why not?

4. **Overall assessment questions**
i. What were moments of the board’s strength during the time that you served? What were moments that you felt the board could have done better or you wished that more could have been done?

ii. What upcoming projects or challenges do you see for the school most clearly? What are projects or other areas that are receiving too much board attention?

iii. Is there anything else that we should know about your time on the board, with the school, or anything else related to your valuable service?