

April 17, 2018

Dear Council Member, Randy Poe:

We are pleased to welcome you as a member of The College Board's Superintendent Advisory Council. The Council is made up of superintendents from across the United States and is designed to ensure we hear your valuable input as we continue to refine our organization. Your appointment will begin on June 2018 and end on June 2021.

The College Board is a mission-driven not-for-profit organization that connects students to college success and opportunity. Founded in 1900, the College Board was created to expand access to higher education. Today, the membership association is made up of more than 5,900 of the world's leading educational institutions and is dedicated to promoting excellence and equity in education. Each year, the College Board helps more than seven million students prepare for a successful transition to college through programs and services in college readiness and college success — including the SAT® and the Advanced Placement Program®. The organization also serves the education community through research and advocacy on behalf of students, educators and schools.

Members of the Superintendent Advisory Council shall:

Attend Group Meetings.

- There will be a minimum of one (1) in-person, 2-day council meetings.
- Location and dates of meetings to be determined by the College Board.
- Meetings will be generally scheduled on weekdays, as determined by the College Board in its sole discretion.

Provide Feedback.

- The Council will review and discuss a variety of material and information related to College Board assessments and initiatives.
- The Council will share ideas and best practices about educational improvement and how the College Board can add value to your work.

If permissible under applicable state laws and regulations, the College Board will reimburse your travel expenses for attendance at in-person meetings. Please consult your institution's policies and guidelines regarding your participation, including conflict of interest provisions and applicable state laws. The College Board is not responsible for determining whether state or local laws or regulations preclude you from participating in the Superintendent Advisory Council, or if applicable, accepting the cost of expenses incurred in connection with the meetings. You should not consider this letter an offer to provide the cost of expenses incurred if you are prohibited from accepting such an offer.

In performing the above services, you acknowledge and agree that you will be acting in the capacity of an independent contractor and not as an agent, partner or employee of The College Board. As such, you will not have any rights of an employee and will not be included in any College Board benefit program for employees. You will be responsible for the direct payment of any income or self-employment taxes due resulting from any compensation paid to you by The College Board under this letter. You agree to hold College Board harmless should you fail to do so.

During the term of your service and at all times thereafter, you will agree to keep in confidence and not use for yourself or others, or divulge to others unless authorized by The College Board, all trade secrets, information or data, confidential test materials and accompanying information plans, customer lists and knowledge or data relating to The College Board and/or its products and services gained as a member of the Superintendent Advisory Council, including without limitation, information on assessment design, content, format, construct or sample questions, test specifications, score scales, validity, timelines and implementation plans, and communication/marketing plans. All of this information provided to you by The

*Form Approved by Legal 11/2016
Superintendent Advisory Council*

Confidential



College Board shall be considered proprietary to The College Board and shall not be disclosed or used in any manner except to provide services to The College Board's Superintendent Advisory Council. You will not use or copy the material or any other confidential information, or grant permission for anyone else to do so. If at any time during or after your service on the Superintendent Advisory Council, any journalist or researcher reaches out to you in connection with your membership on this Committee, please contact Mr. Todd Huston. Contact information is provided below.

While serving as a member, you are permitted – and encouraged – to make presentations and participate in workshops sponsored by non-profit organizations and established professional organizations. Of course, it is perfectly acceptable for you to generally discuss your professional service on behalf of The College Board with your principal(s), supervisor(s) or administrator(s) within your jurisdiction, as applicable. You may also include your association with The College Board as part of your professional credentials. You acknowledge and agree that The College Board may publish announcements, issue press releases, promote and engage in any other publicity relating to this group and your membership thereof.

It is agreed that any changes in the terms and conditions of this letter must be made in writing and approved by The College Board. The College Board may terminate this letter at any time with or without cause.

Please sign below where indicated and return this form to Ginger Garner (ggarner@collegeboard.org) at your earliest convenience. If you have any questions or concerns please feel free to contact Mr. Todd Huston. Contact information is provided below. The College Board will contact you upon receipt of these materials.

We look forward to your participation on the Superintendent Advisory Council and your role in shaping the future of The College Board.

Sincerely,



Mr. Todd Huston
Senior Vice President, State and District Partnership
thuston@collegeboard.org
212-713-8317

Accepted and Agreed:

I acknowledge and agree with the information set forth in this letter. I have consulted, and am in full compliance with, the policies of my employer and applicable laws regarding my participation and have obtained any and all approvals, as may be required, in order to join the Superintendent Advisory Council.

Randy Poe:

Signature: _____

Date: _____