



Wayne RESA

Office of Public School Academies

Board Member Application



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Dear Applicant:

We would like to thank you for your interest in serving on a public school academy board. The Wayne RESA Office of Public School Academies values your commitment to advocate on behalf of our communities in Wayne County for high quality education.

Serving on an academy board is a prestigious honor to serve your community. As a board member, you will be in a leadership position to work collaboratively to set policies and procedures, support the academy's vision and purpose, promote equity and excellence in learning for all students.

Academy board members are expected to monitor the academy's compliance with charter contracts and all applicable state and federal laws. In addition, academy boards must ensure compliance with Michigan's Open Meeting Act (P.A. 267), fiscal responsibility and balanced budgets, transparency, resource allocation and procurement, employment of Highly Qualified staff, fair employment practices, and performance appraisal of the management company, public academy administrators, and other staff, as applicable.

Academy board members are public officials, who must conduct an Oath of Office, and demonstrate ethical behavior, and accountability to the public. They must be Michigan residents and U.S. citizens.

Applicants for academy board membership are required to complete and submit the attached application along with their resume or CV to:

Name of Public School Academy _____

Address _____

Phone # _____ Fax # _____

APPLICATION DEADLINE: _____



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Personal Information

Name of Academy for which you are requesting board appointment: _____

Title/Prefix: Mrs. Ms. Miss Mr. Dr. Other

Full name _____

All other names you have used (maiden name, aliases, etc.) _____

Home Address: _____ City State Zip

Are you a United States Citizen? Yes___ No___ Are you a Michigan Resident? Yes___ No___

Preferred Method of Contact: Home Work Cellular

Home Number: _____ Work Number: _____

Fax Number: _____ Cellular Number: _____

Email Address (required): _____

Current Employer: _____ Title: _____ How long? _____

Employer's Address: _____ City State Zip

If less than five years with current employer, please list previous employer:

Previous Employer: _____ Title: _____

Address: _____ City State Zip

Spouse/Partner's Name: _____

Do you have children or grandchildren who attend the Academy you are applying for? Yes___ No___



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Please check your highest education level:

High School/GED
Trade /Business School

Associates Degree
BA or BS Degree

Graduate Degree
MD, DO, Ph.D., Ed.D., JD, etc.

Please check each area of your expertise that could contribute to the academy's board.

Community Service
Fund-raising
Marketing
Parent Involvement Programs

Education
Law
Personnel
Other (please specify): _____

Finance
Management
Public Relations

Do you have any experience in, or association with, local, state or federal government (exclusive of elective public office but including advisory, consultative, honorary or other part time service or position)?

If yes, please list dates of service on a separate sheet of paper. Yes___ No___

Have you served as a public official in the last 5 years? Yes___ No___

(If you are being re-nominated to the same public school Academy board, and do not serve as a public official in any other capacity, please select "No" as your response.)

Relationship to the Academy and Conflict of Interest

Wayne RESA is concerned about potential conflicts of interest in a board member's relationship with the academy. A **conflict of interest** occurs in situations, where a board member is in a position to exploit his or her official capacity in some way for his or her own personal or corporate benefit. A **conflict of interest** arises also in situations where a board member, who is in a position of trust, has competing professional or personal interests. Such competing interests can make it difficult to fulfill his or her duties impartially.

As a board member, you have an obligation to disclose any fact, relationship or transaction that could reasonably be viewed as a potential or actual conflict of interest.

Please complete the following section by indicating yes or no. If you answer "yes" to any questions, please provide an explanation on a separate page. Label explanations with the number of the corresponding question.

1. **When answering "Yes" or "No" to the following questions you must consider past, present or potential future occurrences of the events detailed below involving you, and other family members including your mother, mother-in-law, father, father-in-law, son, son-in-law, daughter, daughter-in-law, sister, sister-in-law, brother, brother-in-law, spouse or domestic partner.**

a. Have contractual agreements with the academy, its management company or Wayne RESA Yes___ No___

b. Have an ownership interest in or is an officer or employee of an educational management organization involved in the operation of the academy, a management company that contracts directly or indirectly, with the academy, or Wayne RESA Yes___ No___



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- c. Lease or sale of real property to the academy, its management company or Wayne RESA Yes___ No___
 - d. Sale of any supplies, materials, equipment or other personal property to the academy, its management company or Wayne RESA Yes___ No___
 - e. Guarantee any loans for the academy or provisions for any money Yes___ No___
 - f. Have employment, or serve as an administrator or teacher, with the academy, its management company and contractors, or Wayne RESA Yes___ No___
 - g. Have a personal or business relationship with a current academy board member or academy staff, a Wayne RESA Board of Education member or Wayne RESA staff, the management company owners, staff and representatives Yes___ No___
 - h. Have received, directly or indirectly, any payments, gifts, or anything else of value from the academy, its management company and contractors, or from anyone acting on behalf of either the academy, the management company or Wayne RESA Yes___ No___
 - i. Currently serve as a member of the Wayne RESA Board of Education Yes___ No___
2. Does or will any other individual, board, group or corporations believe it has a right to control or have input on votes you will cast as a member of the academy board? Yes___ No___
3. Do you currently serve as a member of the board of any public school district or public school academy other than this academy's board? Yes___ No___
4. Do you have any experience in, or association with, local, state or federal government (exclusive of elective public office but including advisory, consultative, honorary or other part time service or position)? If yes, please list dates of service. Yes___ No___
5. Have you served as a public official since your last appointment anniversary date? (If you do not serve as a public official in any other capacity than this Academy board, please select "No" as your response.) Yes___ No___
6. Are there other situations which may give the appearance of a conflict of interest and make it difficult for you to discharge the duties of your office in an independent manner? Yes___ No___

Ethical Issues

Instructions: Please complete the following section by indicating yes or no. If you answer 'yes' to any of the following questions, please provide an explanation on a separate sheet of paper.

Citations

Have you ever been cited for a breach of ethics for unprofessional conduct, or been found guilty of a breach of ethics or unprofessional conduct by a court, administrative agency, professional association, disciplinary committee, or other professional groups? Yes___ No___

Agency Proceedings/Civil Litigation

1. Are you presently or have you ever been involved in administrative agency proceedings or civil litigation other than divorce?
Examples include: bankruptcy, friend of the court, personal injury. Yes___ No___
2. Has any business involving you or your spouse/partner been part of any administrative agency proceedings or civil litigation? Yes___ No___

Criminal Background Disclosure

The Academy will perform a criminal records check from local, state, and federal law enforcement agencies prior to your appointment. During our review, if the report received from these agencies does not match your representations listed below, appointment to an Academy board may be voided at the sole discretion of Wayne RESA.

Complete the section by placing your initials in the space beside option 1, 2, or 3. If you initial option 2 or 3, please provide on a separate sheet or paper what the charges were and which courts were involved.

1. ___ I have not been convicted, pled guilty or nolo contendere (no contest) to any crimes.
Initial
2. ___ I have been convicted, pled guilty, or nolo contendere (no contest) to one or more crimes in either state, federal or military courts.
Initial
3. ___ I have charges pending against me.
Initial



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Conditions of Appointment

The following are the minimum requirements for serving on a board. Please complete the following section by indicating "Yes" or "No."

- 1. Will you be able to attend regularly scheduled board meetings? Yes___ No___
- 3. Do you agree to serve the full term as approved by the Wayne RESA Board of Education Yes___ No___
- 3. Do you agree to complete an annual conflict of interest disclosure? Yes___ No___
- 4. Do you agree to complete a minimum of three (3) hours of board orientation and development during the first year of your appointment, and a minimum of three (3) hours each year thereafter? Yes___ No___

Application Verification

I recognize that all information submitted with this application or gathered by Wayne RESA as a result of this application becomes a matter of public record, subject by law to disclosure upon request to members of the general public. I agree to release, hold harmless and indemnify Wayne RESA, its Board of Education, officers, employees, or authorized agents from liability for the disclosure of any information it reasonably believes is true based upon my representations or resulting from this application process.

I understand that if I am appointed, I will be required and agree to complete a board member orientation and training during the first year of my term, and a minimum of three (3) hours of training each subsequent year while serving the Academy.

I understand that if I am appointed, I will be required and agree to complete an annual conflict of interest disclosure and failure to do so may result in my removal from the Academy's Board of Directors.

I understand that Wayne RESA is under no obligation to nominate or appoint me to a public school Academy board and that my appointment is contingent upon approval by Wayne RESA's Board of Education.

My signature below certifies that all information provided in this application is, to the best of my knowledge, true and complete. I agree that I will immediately notify Wayne RESA's Office of Public School Academies of any changes in the information provided in this Application, including but not limited to the information relating to Relationship to the Academy and Ethical issues.

Signature

Date



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References

Please submit three (3) professional or business references other than family or relatives, or current members of the Board for which you are applying, if applicable.

Name: _____ Title: _____

Business address: _____

Relationship to you: _____ How long have you known this person? _____

Phone Number: (H) _____ (W) _____ (C) _____

Name: _____ Title: _____

Business address: _____

Relationship to you: _____ How long have you known this person? _____

Phone Number: (H) _____ (W) _____ (C) _____

Name: _____ Title: _____

Business address: _____

Relationship to you: _____ How long have you known this person? _____

Phone Number: (H) _____ (W) _____ (C) _____