



Charter School Governing Board Disclosure Form

Thank you for your interest in serving as a charter school governing board member.

The governing boards of these schools play a vital role in their future. By being appointed to serve on a charter school board, your role will be to set policy, maintain the school's vision, and ensure that the school complies with its charter and applicable statutes.

We have designed this disclosure form to be straightforward, while collecting the detailed information needed to ensure the appointment of effective board members.

THIS FORM MUST BE COMPLETED BY
EVERY GOVERNING BOARD MEMBER

Governing Board Member Application

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

Name: _____
First
Middle
Last

Home Address: _____
Street Number

_____ City State Zip Code

Home Phone: _____ Work Phone: _____

Fax Number: _____ Cellular Number: _____

Pager Number: _____ Email Address: _____

Spouse's Name: _____
First
Middle
Last

Employment: _____
Employer Name
Title/Position

Employer Address: _____
Street Number

_____ City State Zip Code

Will you be able to attend regularly scheduled board meetings: Yes _____ No _____

Please check your highest education level:

<input type="checkbox"/> High School/GED	<input type="checkbox"/> Associate's Degree	<input type="checkbox"/> Master's Degree
<input type="checkbox"/> Trade/Business School	<input type="checkbox"/> BA or BS Degree	<input type="checkbox"/> MD, DO, JD, Ph.D., etc.

Please check each area of expertise you would contribute to the board:

<input type="checkbox"/> Community Service	<input type="checkbox"/> Education	<input type="checkbox"/> Master's Degree
<input type="checkbox"/> Fund Raising	<input type="checkbox"/> Law	<input type="checkbox"/> Management
<input type="checkbox"/> Marketing	<input type="checkbox"/> Personnel	<input type="checkbox"/> Public Relations
<input type="checkbox"/> Parent Involvement Programs	<input type="checkbox"/> Other (please specify): _____	

OPTIONAL: If you would like any additional information considered, such as governmental, employment or volunteer experience, honors or awards, please attach a resume or include it on a separate sheet of paper.

Relationships

Instructions—If you answer “yes” to any of the following questions, please provide an explanation on a separate sheet of paper. Please label the explanation with the number of the corresponding question.

1. Do or will you or your spouse have any contractual agreements with the charter school? Yes ☐ No ☐
2. Do or will you, your spouse, or any member of your immediate family have any ownership interest in any educational service provider/management company or any other company contracting with the charter school? Yes ☐ No ☐
3. Did or will you or your spouse lease or sell property to the charter school? Yes ☐ No ☐
4. Did or will you or your spouse sell any supplies, materials, equipment or other personal property to the charter school? Yes ☐ No ☐
5. Have you or your spouse guaranteed any loans for the charter school or loaned it any money? Yes ☐ No ☐
6. Are or will you, your spouse or any member of your immediate family be employed by the charter school, its educational service provider or other contractors? Yes ☐ No ☐
7. Did you or your spouse provide any start-up funds to the charter school? Yes ☐ No ☐
8. Did, or do you or your spouse, or other member of your immediate family, have ownership interest, directly or indirectly, in any corporation, partnership, association, or other legal entity which would answer “yes” to any of questions 1 – 7? Yes ☐ No ☐
9. Does any other board, group or corporation believe it has a right to control or have input on votes you will cast as a member of the charter school board? Yes ☐ No ☐
10. Do you currently serve as a member of any public school district or charter school other than the board for which you have been nominated? Yes ☐ No ☐
11. Do you currently serve as a public official? *If you are being re-nominated to the same charter school board, and do not serve as a public official in any other capacity, please Select “No” as your response.* Yes ☐ No ☐
12. To the best of your knowledge, are there situations not described above which may give the appearance of a conflict of interest between you and the charter school, or would it make it difficult for you to discharge your duties or exercise your judgment independently on behalf of the charter school? Yes ☐ No ☐
13. Have you ever been cited for a breach of ethics for unprofessional conduct, or been named in a complaint to a court, administrative agency, professional association, disciplinary committee, or other professional group? Yes ☐ No ☐
14. Are you presently, or have you ever been involved in an administrative agency proceeding or civil litigation during the past five years? Yes ☐ No ☐

Ethical Issues

Instructions – 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 named in a complaint to a court, administrative agency, professional association, disciplinary committee, or other professional group?

Yes ☐ No ☐

- Agency Proceedings/Civil Litigation

Are you presently, or have you ever been involved in administrative agency proceedings or civil litigation during the past five years?

Yes ☐ No ☐

Criminal Background History

Members of the Governing Board are public officials appointed by the Charter School as part of their charter which is approved by the school district. A criminal background check is required for every board member prior to their serving on the board.

Please check which of the following three choices best describes your situation. If you choose options 1 or 2, please provide, in a separate attachment, what the charges were, and which courts were involved:

___ 1. I have been convicted, pled guilty or nolo contendere to one or more crimes.

___ 2. I am currently charged with one or more crimes.

___ 3. I have not been convicted, pled guilty or nolo contender to any crimes.

I understand that:

- I will be required to work with the school staff to schedule and attend a fingerprinting session with the school district.
- The school district must request or cause criminal records check to be performed on me from local, state, and/or federal law enforcement agencies.
- My term on the school’s Governing Board will not commence until that report is received and reviewed by the school district.
- If the report received from the local, state, and/or federal law enforcement agencies is not the same as my representation(s) above or attached hereto respecting either the absence of any conviction(s) or any crimes of which I have been convicted, my appointment to the Governing Board is voided at the sole discretion of the school district or its designee.

Narrative Responses

Please take a moment to answer the following narrative questions to give the Board a better understanding of your professional experiences that would make you a good addition to the school's Governing Board.

1. Why do you feel you would be a good addition to the school's Governing Board?

2. What experience do you have with either school committees or non-for-profit organizations?

3. Do you have any restrictions which the Board should know about with regards to your participation? (i.e. conflict of interest, meeting requirements, etc.)

4. Is there anything else you would like to add?

Disclosure Verification

I recognize that all information submitted with this disclosure form or gathered by (Local) County Public Schools as a result of this disclosure becomes a matter of public record, subject by law to disclosure upon request to members of the general public. I will hold (Local) County Public Schools, its School Board, staff, employees or authorized agents harmless from liability for the disclosure of any information it reasonably believes is true based upon my representations or resulting from this process.

I understand that if I am appointed, I will be required and agree to complete during the first 30 days of my term, four (4) hours of board orientation.

I understand that it is my obligation to notify the school's administration should any information change.

My signature below certifies that all information provided in this disclosure is true and complete.

Signature

Date