



## Board Member Application

### Personal Information:

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Current Employer: \_\_\_\_\_ Title: \_\_\_\_\_

*if less than five years with current employer, please list previous employer*

Previous Employer: \_\_\_\_\_ Title: \_\_\_\_\_

Do you have children or relatives that attend Pacific Heritage Academy? Y\_\_\_\_\_ N \_\_\_\_\_

Please circle your highest level of education:

High School / GED	Associates Degree	Graduate Degree
Trade / Business School	BA or BS Degree	MD, DO, JD, Ph.D., etc.

Please circle each area you feel you could contribute to the board:

Computer Services	Education	Finance
Fundraising	Law	Management
Marketing	Personnel	Public Relations
Parent Involvement	Grant Writing	

Will you be able to regularly attend board meetings (generally the 3rd Thursday of each month from 5:30-7:30 p.m.)? Y\_\_\_\_\_ N\_\_\_\_\_

Are you available to attend school events and support the administration as needed? Y\_\_\_\_\_ N\_\_\_\_\_

### Relationship to School:

*The purpose of the following Policy Statement, Definitions and Questionnaire is to prevent the personal interest of staff members, board members, and volunteers from interfering with the performance of their duties to Pacific Heritage Academy, or result in personal financial, professional, or political gain on the part of such persons at the expense of Pacific Heritage Academy or its members, supporters, and other stakeholders.*

*Policy Statement: Full disclosure, by notice in writing, shall be made by the interested parties to the full Board of Directors in all conflicts of interest.*

*Definitions: Conflict of Interest (also Conflict) means a conflict, or the appearance of a conflict, between the private interests and official responsibilities of a person in a position of trust. Persons in a position of trust include staff members, officers, and board members of Pacific Heritage Academy. You have an obligation to disclose any fact, relationship or transaction that could reasonably be viewed as a potential or actual conflict of interest.*

*In answering Yes or No to the following questions, you must consider past, present and future occurrences of the events detailed below involving you, your spouse/partner, and any immediate family members.*

Enter into a contractual agreement with Pacific Heritage Academy or the management company contracted by Pacific Heritage Academy Y\_\_\_\_\_ N\_\_\_\_\_

Have ownership interest, directly or indirectly, in any company contracting with Pacific Heritage Academy Y\_\_\_\_\_ N\_\_\_\_\_

Lease or sale of real property to Pacific Heritage Academy or a company contracted by Pacific Heritage Academy Y\_\_\_\_\_ N\_\_\_\_\_

Sale of any supplies, materials, equipment or other personal property to Pacific Heritage Academy or any company contracted by Pacific Heritage Academy Y\_\_\_\_\_ N\_\_\_\_\_

Guarantee of loans for Pacific Heritage Academy or provisions for any money Y\_\_\_\_\_ N\_\_\_\_\_

Have employment with Pacific Heritage Academy or provisions for any money Y\_\_\_\_\_ N\_\_\_\_\_

Have a personal or business relationship with a current PHA board member, staff or faculty member Y\_\_\_\_\_ N\_\_\_\_\_

Does or will any other individual, board, group or corporation believe it has a right to control or have input on votes you will cast as a member of this board? Y\_\_\_\_\_ N\_\_\_\_\_

Do you currently serve as a member of the board of any public school district, charter school or private school other than the board for which you are applying? Y\_\_\_\_\_ N\_\_\_\_\_

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. Y\_\_\_\_\_ N\_\_\_\_\_

Have you served as a public official in the last 5 years? Y\_\_\_\_\_ N\_\_\_\_\_

To the best of your knowledge, are there situations not described above which may give the appearance of a conflict of interest between you or a member of your immediate family, or would make it difficult for you to discharge the duties of your office in an independent manner? Y\_\_\_\_\_ N\_\_\_\_\_

Do you know if any person or group who might take overt or covert steps to attack, even unfairly, your appointment? If yes, please identify and explain the basis. Y\_\_\_\_\_ N\_\_\_\_\_

**Criminal Background Disclosure:**

*In accordance with the law, Pacific Heritage Academy Charter School will perform a criminal records background check from local, state and federal law enforcement agencies prior to your appointment. Based upon the results of the criminal investigation, appointment may or may not be granted for service on the Board of Trustees of Pacific Heritage Academy Charter School. If the results of the criminal background investigations from government agencies do not match your representations listed below, appointment to the Pacific Heritage Academy Charter School board may be voided at the sole discretion of the Pacific Heritage Academy Board of Trustees.*

I have not been convicted, pled guilty to, or no contest to any crimes. Y\_\_\_\_\_ N\_\_\_\_\_

I have been convicted, pled guilty to, or no contest to one or more crimes in either state, federal, or military courts. If you answer yes, please attach an explanation. Y\_\_\_\_\_ N\_\_\_\_\_

I have felony charges pending against me. If you answer yes, please attach an explanation.  
Y\_\_\_\_\_ N\_\_\_\_\_

Please take a moment to briefly explain why you want to serve on the Pacific Heritage Academy Board of Trustees. Also address how as a board member you would support the Pacific Heritage Academy Charter School mission (think critically, communicate effectively and act responsibly in an ever-changing global community) within the community and schools.

#### For Board Committee Use

Nominee has had a personal meeting with the Board Development Committee Board Chair, Pacific Heritage Academy School Administrator, or other board director. Date: \_\_\_\_\_

Nominee reviewed by the Board Development Committee. Date: \_\_\_\_\_

Nominee attended a board meeting. Date: \_\_\_\_\_

Nominee interviewed by the board. Date: \_\_\_\_\_

Action taken by the board: \_\_\_\_\_