

# Blue Oak School

## Charter Council Application for 2016-17

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

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

Community or Parent Seat? \_\_\_\_\_

How did you learn of this opportunity? \_\_\_\_\_

**Please complete page 1 of this document & read through page 2 before submitting your application.**

### Optional (but strongly encouraged) pages to include with your Application

1. Attach a bullet point list of your 5 strengths which you feel make you best suited to join our Council  
*\* Include a photo image*
2. Cover Letter
3. Resume

Applications are to be emailed to Election Committee Chairperson – Summer O’Neill @  
summer@blueoakcharterschool.org or you may turn them into Reception at Blue Oak  
email or call with your questions (530-228-2669)

### **Q & A (answer yes or no)**

1. Do you have experience with the management or oversight of a business?
2. Do you have experience with financial and/or budget management?
3. Do you have experience working in collaboration with others?
4. Have you ever served on any other non-profit board?
5. Do you have any experience with Fundraising or grant writing?
6. Are you aware of any possible conflicts of interest in you serving on our Charter Council?

**\* Before submitting an application please read the attached informational document \***

## **ADDITIONAL INFORMATION for BLUE OAK SCHOOL Charter Council Applicants**

The Blue Oak School is governed by a 7 member board, called the Charter Council. There are 3 parent representatives & 4 community members. The Charter Council's primary responsibility is one of oversight, ensuring that our school's operation is faithful to the terms of our School Charter; legally compliant; fiscally viable and ethical. All stakeholder groups in our community, report to the board in an advisory capacity. \* Stakeholders: Administration, Faculty and Parents

### **> As of April of 2017 we are looking for 2 new parents and 2 more community members**

To qualify for a Community seat, you may not have a child, step-child, or child of a partner/significant other who is enrolled at Blue Oak School. Grandparents can serve as a Community board member. To qualify for a parent seat, you need to be the parent or legal guardian of a child currently enrolled at Blue Oak School.

*\* If you think there is any possibility of a conflict of interest regarding anyone you may know, or be in relationship with, who is employed at Blue Oak School- you must disclose that in your application for the Election committee's review. We assure this information will be kept confidential.*

**> Voting will take place the first full week of May ( 5/1 to 5/5/17)** The results will be communicated the following week. Should you be elected, your term will begin at the regular board meeting in JUNE 2017. Terms will vary from 1 to 2 years

### **Commitments:**

- Attending monthly meetings, currently held on every second Tues. of each month at 6pm and occasional special session meetings. There will be supplemental materials to review for each meeting. We estimate that this is approx. a four hour/month commitment.

- Become familiar with our School Charter, Charter Council By-laws and school policies

- Attend a School Tour as soon as possible (you may do this before you apply as well)

- Contribute to Committee work and leadership, in collaboration with all stakeholders in our community

- Become familiar with the Brown Act, Roberts' Rules of Order and the board's Code of Ethics

The Charter Council is the entity which is held accountable for the operations of the school.

### **Work of the Charter Council (but not limited to the following)**

- Adopting policies that further clarify and assist in maintaining the Blue Oak mission and educational programs

- Ensuring that the school's academic programs are successful

- Evaluation of the Executive Director

- Approving the hiring and termination of staff

- Creating, serving on, and appointing people to necessary committees

- Developing strategic planning and approving short and long term goals

- Providing board orientation to all members, which includes introduction to the school and curriculum, classroom visits, and a binder of polices and information

- Fiscal Oversight

- Level 3 conflict resolution