



Office of Charter Schools

Fisher Building • 3011 West Grand Blvd., 9th Floor • Detroit, MI 48202
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detroitk12.org/charters

Public School Academy Board Member Application

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DPSCD does not discriminate based on race, color, national origin, sex, disability and/or religion
Contact Compliance for more information at (313) 240-4377 or detroitk12.org/admin/compliance.



Public School Academy Board Member Statement of Values

The Detroit Public Schools Community District Office of Charter Schools appreciates your interest in serving as a Public School Academy Board Member.

If you are appointed to serve on an Academy Board, your role will be to set policy, support the academy's mission, promote educational excellence and ensure that the academy complies with its charter contract and all applicable laws.

Academy board members are public officials who swear a constitutional oath of office and will be appointed by the Detroit Public Schools Community District. They must be Michigan Residents and U.S. citizens.

Academy board members are also expected to, among other things, manage resources effectively and in a manner that engenders public trust. Board members need to ensure effective organizational planning, support and review the performance of the school and its management and fulfill their duties as public officials. They should always operate with the interest of students and taxpayers in mind. A criminal background check is required.

All potential academy board members are asked to complete this application fully; please do not leave any blanks. Please attach supporting documentation at the time of application. Board-recommended candidates' completed applications must be uploaded to Epicenter, along with documentation of the board vote and other required documents. Questions and individual applications may be directed to:

Detroit Public Schools Community District
Office of Charter Schools
3011 West Grand Boulevard, 9th Floor
Detroit, Michigan 48202
Telephone: (313) 873-7927
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Personal Information

Name of Academy to which you are seeking appointment

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

Full name

Email Address

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

Home Mailing Address:

Are you a U.S. Citizen?

Yes No

Are you a Michigan Resident?

Yes No

Preferred Method of Telephone Contact: Mobile Home Work

Mobile Number

Home Number

Work Number

Employer

Title

How long employed?

Employer Address

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

Employer

Title

Spouse/Partner's Name

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Do you have children, grandchildren or relatives who attend the Academy?

Yes No

Please check your highest education level:

High School/GED Trade /Business School	Associates Degree BA or BS Degree	Graduate Degree MD, DO, JD, Ph.D., etc.
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Please check each area of expertise you feel could contribute to a board:

Community Relations	Education	Finance
Fund-raising	Law	Management
Marketing	Personnel	Public Relations
Strategic Planning	Academics	
Parent Involvement Programs	Other (please specify):	

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)?

Yes No

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

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 "N" as your response.



Relationship to the Academy

The Detroit Public Schools Community District is concerned about potential conflicts of interest in a board member's relationship with the Academy. A conflict of interest occurs when your personal interests interfere, or appear to interfere, in any way, with the interests of the Academy and/or management company. A conflict of interest can arise either when you have interests that may make it difficult for you to fully perform your obligations or when you otherwise take action for your direct or indirect benefit, or the direct or indirect benefit of someone else that is inconsistent with the Academy's interests. Conflicts of interest also arise when you, or a member of your family, receive improper personal benefits as a result of your position in the 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.

Please complete the following conflict of interest 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. Please label explanations with the number of the corresponding question.

1. In answering Yes or No to the following questions you must consider past, present or future occurrences of the events detailed below involving you, your spouse/partner and immediate family members:
 - a. Enter into contractual agreements with the Academy or the management company contracted by the Academy

Yes No
 - b. Have ownership interest, directly or indirectly, in the management company or any other company contracting with the Academy

Yes No
 - c. Lease or sale of real property to the Academy or the management company contracted by the Academy

Yes No

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d. Sale of any supplies, materials, equipment or other personal property to the Academy or the management company contracted by the Academy

Yes No

e. Guarantee any loans for the Academy or provisions for any money

Yes No

f. Have employment with the Academy or provisions for any money

Yes No

g. Have a close personal or business relationship with a current Academy board member, staff or faculty member

Yes No

h. Receive, directly or indirectly, any payments, gifts, or anything else of value from the Academy, its management company contracted by the Academy, or from anyone acting on behalf of either the Academy or the management company

Yes No

2. Does or will any other individual, board, group or corporations believe it has a right to influence 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 the board for which you are applying?

Yes No

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4. 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?

Yes No

5. Do you know of any person or group who might contest, even unfairly, your appointment? If yes, please identify and explain the basis for the potential.

Yes No

Ethical Issues

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

1. 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 group?

Yes No

Agency Proceedings/Civil Litigation

2. 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

3. Has any business involving you or your spouse/partner been part of any administrative agency proceedings or civil litigation?

Yes No

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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 Detroit Public Schools Community District.

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.

I have not been convicted, pled guilty or nolo contendere (no contest) to any crimes.

I have been convicted, pled guilty, or nolo contendere (no contest) to one or more crimes in either state, federal or military courts.

I have charges pending against me.

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

2. Will you be able to commit at least 10 hours monthly for board meetings, reading board materials and providing governance to the school?

Yes No

3. 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 five (5) hours each year thereafter?

Yes No

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4. Do you agree to taking a Criminal Background Check, which is required of all PSA board members?

Yes No

5. Do you agree to complete an Annual Conflict of Interest Disclosure?

Yes No

Application Verification

I recognize that all information submitted with this application or gathered by Detroit Public Schools Community District 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 Detroit Public Schools Community District, its trustees, 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 minimum of three (3) hours of board orientation and development during the first year of my term, and a minimum of five (5) hours each year thereafter and failure to do so may result in my removal from the Academy's Board of Directors.

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 Detroit Public Schools Community District is under no obligation to appoint me or any nominee to a public school Academy board and that my appointment is subject to Detroit Public Schools Community District Policy of Public School Academies.

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 the Detroit Public Schools Community District Office of Charter Schools 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.

Applicant's 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

Relationship to you

How long have you known this person?

Primary phone number

Secondary phone number

Email address(es)

Name

Relationship to you

How long have you known this person?

Primary phone number

Secondary phone number

Email address(es)

Name

Relationship to you

How long have you known this person?

Primary phone number

Secondary phone number

Email address(es)

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