

# THE FOUNDATION FOR CENTRAL SCHOOLS

Est. 2004

## **The Foundation For Central Schools Board of Director Application**

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The Foundation for Central Schools was established in 2004 to encourage community investment and involvement to help advance student development and participation in Central Unified School District's core pillars: Academics, Athletics, Agriculture and the Arts. Over the last 16 years, the Foundation for Central Schools has raised nearly \$1.5 million dollars and provided over \$60,000 in scholarships to deserving seniors. With these funds, the Foundation has supported a number of programs for Central Unified students and teachers, including the Janessa Ramirez Scholarship Fund, Coats for Kids, Holiday Joy Food Drive, Kaiser Summer Library Program, Classroom Project Grants, Ag Day, Peach Blossom Festival, Young Authors' Faire and History Day. Today, the Foundation continues to grow and increase the number of scholarships, programs and services it offers.

### **According to Article II, Purpose Section 2.01 of the bylaws:**

The Foundation will serve as advocates and ambassadors of the Central Unified School District in the attainment of the district's vision, goals, objectives, and philosophy. Additionally, the Foundation will be a primary vehicle for attracting and receiving cash, grants, services, and appropriate gifts of any kind, exclusively for the benefit of the Central Unified School District, its students, staff programs and activities.

### **Section 3.06. Term of Office.**

Each Director shall hold office until the annual meeting two (2) years following his or her election/appointment and until his or her successor shall have been elected/appointed or until his or her death, or until he or she shall resign, or until he or she shall have been removed in the manner hereinafter provided. The Board of Directors shall draw lots for initial terms of office. The term of office for approximately one-third of the Directors shall expire each year. Directors may be re-elected to successive terms.



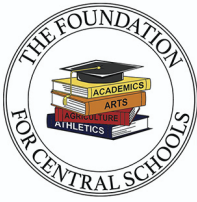
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## Board of Directors Qualifications

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1. A willingness to continue the tradition of excellence at all Central Unified Schools through personal financial support and through securing financial support from others.
2. Convictions that Central Schools are appropriate objects of personal, corporate and foundation philanthropy.
3. A strong record of personal integrity.
4. A standing in the community that will engender respect for the mission of the schools.
5. A record of leadership in industry, education, civic and professional activities, and/or not-for-profit organization.
6. A strong belief in the value and viability of public education in the community.
7. A corollary belief that public schools are a driving force in the local economy and in regional workforce development.
8. A willingness to actively advocate for district interests.
9. Dues - \$100 per year or host one lunch per year.



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## Areas of Character

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### Philanthropy

- The Foundation exists to identify, solicit, and manage funds from private individuals, corporations, and other foundations. Directors are expected to demonstrate leadership through participating in fund raising activities and give an annual gift according to personal means.
- The Foundation will conduct annual appeals and plan giving solicitations on an ongoing basis. Directors will provide key leadership in identification and contact with prospective donors in each of these areas.

### Management

- Ongoing management responsibilities include overseeing the performance of funds managed by the Foundation, constructing a strategic plan for raising funds and recruiting new board members.
- It is the responsibility of all directors to faithfully read and understand the organization's financial statements and otherwise help the board fulfill its fiduciary responsibility.

### Commitment

- Place a high priority on attending board meetings and important related meetings. (See attendance policy)
- Each board member is to commit to raising \$1,000 per year or providing 5 volunteer hours outside of board meetings per year.
- Be an active participant in the Foundation's annual planning and evaluation efforts.
- Get to know other directors and committee members and build a collegial working relationship that contributes to consensus.
- Select a committee and make a serious commitment to participate actively in the work of the committee.

❖ Directors are to serve on a minimum of one or more committees of the board per year.



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- ❖ The **Executive Committee** (officers and immediate past President) is a standing committee.
- ❖ Ad Hoc committees are: State of the District, Janessa Ramirez Scholarship Awards, Granville Home of Hope, Holiday Joy Food Drive and Coats for Kids.
  - Committees may have non-director members and Directors are encouraged to make recommendations for these roles. This serves as a way to involve more volunteers in the organization, screen potential directors, and spread the workload to avoid burnout of directors.
- Volunteer and willingly accept assignments and complete them thoroughly and on time.
- Stay informed about committee matters, prepare well for meetings and review and comment on reports and minutes.
- Dues - \$100 per year or host one lunch per year.

## Leadership

- A special level of involvement and responsibility is available to those who serve as board officers and committee chairpersons.
- Directors are asked to work towards active leadership roles, following introductory board service.

## Communications

- Directors are expected to advocate for the needs of the schools throughout the community.
- Directors are goodwill ambassadors for the schools and the Foundation.

## Reciprocal Commitment

- The success of the Foundation is securing support for the schools. This commitment rests on the Board of Directors and Executive Director.
- In recognition of the unique demands on these volunteers, directors are assured of a strong and reciprocal commitment from district staff assigned to the Foundation. These staff members will provide the information and expertise needed for implementation of fundraising activities and programs initiated through district staff efforts.



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## Board of Directors Attendance Policy

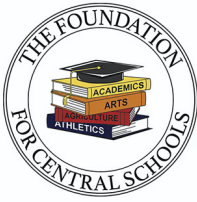
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**1<sup>st</sup>** missed meeting, a director will call to check on associate and review meeting information.

**2<sup>nd</sup>** missed meeting, a director will call to check on associate and review meeting information.

**3<sup>rd</sup>** missed meeting, president will call and inquire as to the absences and ask if the member is issuing a termination notice by not attending.

**4<sup>th</sup>** missed meeting, automatic letter will be sent, thanking them for their services and removing them from the board. If a prospective director cannot commit to attending monthly meetings, he/she will be encouraged to serve as a volunteer on a committee.



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## **TO THE BOARD OF DIRECTORS OF THE FOUNDATION FOR CENTRAL SCHOOLS:**

After having considered the responsibilities and expectations of a Director, I agree to all the above and believe that I can support the growth and overall services to the Foundation for Central Schools. I hereby am applying for a seat on the Foundation for Central School Board of Directors. \_\_\_\_\_ Initial

Applicant Name \_\_\_\_\_

Phone Number (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Occupation \_\_\_\_\_ Job Title \_\_\_\_\_

Phone Number (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_

Business Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Which contact information would you prefer the Foundation use? \_\_\_\_\_

Home  Work



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**Please include a resume and letter of interest answering the following:**

- Why are you interested in becoming a Director with the Foundation for Central Schools?  
\_\_\_\_\_
- How much time each month can you commit as a board member?
- The Foundation for Central Schools depends on the expertise of its board. What are your skills, strengths and areas of expertise which might be useful to the Foundation? (i.e. administrative, accounting, personnel, fundraising, public relations, planning, etc.)

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**Signature of Applicant** \_\_\_\_\_ **Date**

Completed applications can be emailed to [sdohi@centralfoundation.org](mailto:sdohi@centralfoundation.org)

**Subject Line:** Last name\_First Name\_Board of Director Application