

CITY OF HOOVER, ALABAMA SCHOOL BOARD APPLICATION

Application Information

Dear Citizen,

On behalf of the Hoover City Council, we would like to thank you for your interest in being appointed to the Board of Education. Only residents of the City of Hoover can be appointed to the City of Hoover Board of Education.

All applications must be filled out completely. Additional pages may be used if desired. Typed applications are preferred; however, applications that are printed in ink will be accepted. All applications must be hand delivered by the applicant to:

**City of Hoover, City Clerk's Office
100 Municipal Dr.
Hoover, Alabama**

Valid I.D. will be required to be shown by those submitting an application.

I. PERSONAL DATA

1. Name of applicant: _____ Telephone: _____
Other name(s) under which references or other employers know you: _____
2. Current address: _____ Zip: _____
3. How long have you been a resident of the City of Hoover? _____ years
4. Previous address: _____ Zip: _____
5. Do you have any relatives (by marriage or by blood) employed by Hoover City Schools? (select one) Yes No
If Yes, who and what position? _____
6. Have you, or any family members, ever applied for a position with Hoover City Schools? (select one) Yes No
If Yes, who and what position? _____
7. Have you ever been convicted of a crime other than a traffic violation? (select one) Yes No
If Yes, attach an explanation of the nature of the crime, place and date. A conviction record will not necessarily bar you from being a school board member.
8. Have you served in the Armed forces? (select one) Yes No
If Yes, please state:
Branch of Service: _____
Dates of Service: _____
Your rank upon discharge, or if currently serving, your current rank: _____
If discharged, the type of discharge: _____

II. EDUCATIONAL BACKGROUND

Please list high school and colleges attended and diplomas or degrees earned.

Names of Schools	Diploma/Degree Received	Year Received
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III. COMMUNITY INVOLVEMENT

Please describe your current and prior community and civic involvement

IV. EMPLOYMENT HISTORY

Please provide the following information for your current and your last previous employer.

1. Current

Name of current employer:

Address:

Telephone:

Your title or position:

Dates of employment:

2. Previous

Name of previous employer:

Address:

Telephone:

Your title or position:

Dates of employment:

3. Please describe your prior experience and expertise in the fields of education, finance, and business management.

V. RELATED EXPERIENCE AND INFORMATION

1. Please describe your experience or skills working directly with youth, issues affecting youth, and parenting.
2. Please describe your vision of community outreach for the School Board.
3. Please describe why you are interested in serving as an appointed School Board Member.
4. What do you believe are the most important responsibilities of a School Board member?
5. What do you believe are the most critical issues facing Hoover City Schools, and how would you contribute as a School Board Member?
6. How can Hoover City Schools increase participation by parents in their children's education:
7. What are the primary strengths you would bring to the position of School Board member?
8. Hoover City Schools have many programs for children with special education, bi-lingual, and other specific needs. How should Hoover City Schools assess and improve those areas?
9. What is your expectation of the time requirements of School Board membership?

INSERT A

All applicants must complete Insert A (questions 1 through 8), a document used by the Hoover Board of Education.

THE ROLE OF THE BOARD OF EDUCATION

The City of Hoover Board of Education is the governing body of the Hoover City Schools. Board responsibilities including, but no limited to: hiring the Superintendent, setting Board of Education policy; approving the Board of Education budget; establishing Board of Education goals and accountability standards; and promoting parent, family and community involvement in the schools, as well as other functions as necessary and permitted by Alabama law.

Both the City of Hoover and the City of Hoover Board of Education are Equal Employment Opportunity Employers.

Both the City of Hoover and the City of Hoover Board of Education prohibit discrimination based on race, color, religion, creed, national origin, gender, marital status, age, the presence of a disability, veteran status, or any other basis prohibited by law.

CERTIFICATION, AUTHORIZATION, AND CONSENT FOR RELEASE OF INFORMATION

I certify that all of the information I have provided in this application is true and correct. I authorize the City of Hoover to make an investigation of my personal, educational, vocational, and/or employment history. I further authorize any current/former employer, person, firm, corporation, educational or vocational institution, government agency, or anyone else to provide the City of Hoover with information regarding me. I understand and consent to a criminal history background information check and understand that a similar criminal history background information check is made of employees of the City of Hoover Board of Education. I authorize and consent to any and all background checks or investigations conducted pursuant to this application for membership on the Board of Education. I acknowledge and understand that any adverse information obtained in conducting any background check may be considered in the decision whether or not to select me for a position on the City of Hoover Board of Education.

I hereby release and discharge the City of Hoover and the City of Hoover Board of Education from any and all liability in consideration for my being considered for membership on the Hoover City Board of Education. I further hereby release and discharge anyone who provides information regarding me to the City of Hoover or the City of Hoover Board of Education, releasing them from any and all liability in connection with the release and providing of this information.

I understand that any misrepresentation or omission of facts is sufficient cause to reject my application and prevent me from being selected for a membership on the City of Hoover Board of Education.

I understand that this application is a public document.

APPLICANT'S SIGNATURE

DATE

[YOU MUST ANSWER ALL EIGHT (8) ITEMS ON THIS FORM.

1. CHECK ANY OF THE FOLLOWING FOR WHICH YOU HAVE BEEN CONVICTED, INCLUDING ANY OF THESE CRIMES AS THEY MAY HAVE BEEN RENAMED: (The term "convicted" includes all instances in which a finding of guilt, a plea of guilty or nolo contendere, or stipulation to facts, or deferred or suspended sentence occurred.)

- Grid of 30 crime categories with checkboxes, including Custodial Assault, Child Molestation, Rape, Murder, etc.

[CHECK HERE IF YOU HAVE NOT BEEN CONVICTED OF ANY OF THE ABOVE, INCLUDING ANY OF THESE CRIMES AS THEY MAY HAVE BEEN RENAMED.

2. Have you ever been convicted of any of the following crimes relating to financial exploitation where the victim was a vulnerable adult (defined as adults of any age who lack the functional, mental, or physical ability to care for themselves)

- First, Second, or Third Degree Extortion
• First, Second, or Third Degree Theft
• First or Second Degree Robbery
• Forgery
• Any of the foregoing crimes as they may have been renamed

ANSWER: [] NO [] YES IF YES, EXPLAIN BELOW.

Horizontal lines for providing an explanation if 'YES' was selected for question 2.

3. Have you ever been convicted of any crime involving the manufacture, delivery, or possession with intent to manufacture or deliver, a controlled substance?

ANSWER: [] NO [] YES IF YES, EXPLAIN BELOW.

Horizontal lines for providing an explanation if 'YES' was selected for question 3.

(OVER)

Hoover City Schools

INSERT A

APPLICANT DISCLOSURE STATEMENT

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4. Have you ever been found in any dependency action to have sexually assaulted or exploited any minor, or to have physically abused any minor?

ANSWER: [] NO [] YES IF YES, EXPLAIN BELOW.

6. Have you ever been found by a court in a domestic relations proceeding to have sexually abused or exploited any minor, or to have physically abused any minor?

ANSWER: [] NO [] YES IF YES, EXPLAIN BELOW.

6. Have you ever been found in any disciplinary board final decision to have sexually or physically abused any minor or developmentally disabled person, or to have abused or financially exploited any vulnerable adult? "Disciplinary board final decision" means (a) any final decision by the director of the Department of Licensing for real estate brokers and salespersons and (b) any final decision by a disciplinary authority or the secretary of the Department of Health for the following businesses or professions: chiropractic, dentistry, dental hygiene, naturopathy, massage, midwifery, osteopathic medicine and surgery, physical therapy, physicians, practical nursing, registered nursing, and psychology.

ANSWER: [] NO [] YES IF YES, EXPLAIN BELOW.

7. Have you ever been found by a court in a protection proceeding to have abused or financially exploited a vulnerable adult?

ANSWER: [] NO [] YES IF YES, EXPLAIN BELOW.

8. Are you presently charged with, but not convicted of, any of the crimes or offenses described in questions 1 through 7 above?

ANSWER: [] NO [] YES

I certify under penalty of perjury under the laws of the State of Alabama that the foregoing is true and correct.

Applicant, Print Name: _____

Applicant Signature: _____

Date and Place: _____

TO BE COMPLETED AFTER CONDITIONAL EMPLOYMENT IS OFFERED. I certify under penalty of perjury that as of this date, / / a date on or after which I have been offered conditional employment with the Hoover City School District, the foregoing remains true and correct. Your signature must be witnessed. Print Name: Sign Name: Witness, Print Name/Title: Witness Sign Name: Date and Place:

ATTACHMENT TO SCHOOL BOARD APPLICATION

The Alabama Association of School Boards, in conjunction with the Alabama Association for School Administrators, collaborated on a project to develop a joint understanding of the roles and responsibilities of school board members and superintendents. The goal of this collaboration was to lead to allow school boards and superintendents to work together for greater student achievement, to appropriately respond to calls for increased accountability, and to promote a better understanding of, and support for public education. The collaboration identified the following as the roles and responsibilities of a school board in Alabama:

- To make clear that the board's primary role is the establishment of policies.
- To delegate to the superintendent responsibility for all administrative functions.
- To support the superintendent fully in all decisions that conform to professional standards and board policy.
- To hold the superintendent responsible for the administration of the school system through regular, constructive, written and oral evaluations of the superintendent's work.
- To provide the superintendent with a comprehensive employment contract.
- To give the superintendent the benefit of the board's counsel in matters related to individual board members' expertise, familiarity with the local school system, and community interests.
- To hold all board meetings with the superintendent or his/her designee present.
- To consult with the superintendent on all matters, as they arise, that concern the school system and on which the board may take action.
- To develop a plan for board-superintendent communications.
- To channel communications that require action through the superintendent and to refer all concerns, complaints and other communication to the superintendent.
- To take action upon the recommendation of the superintendent.
- To provide the superintendent with sufficient administrative personnel, including the area of monitoring teaching and learning.
- To work with the superintendent and the community to develop a vision for the school system.
- To work closely, where appropriate, with other governmental agencies and bodies.
- To provide resources for and encourage quality board and staff professional developments.
- To provide for self-evaluation of the board's effectiveness.
- To periodically review all school board policies.
- To provide leadership to seek necessary funds for the system and to oversee system financial operations to maintain financial accountability.
- To ensure board members understand that, under law, the school board acts as a board and that individual board members have no independent authority.