

Application: Rivendell School Board of Trustees

This form is provided to help you understand the duties of the Board of Trustees and to assist you should you feel you can serve the school by functioning as a Board member.

Please read the information provided and return the completed form to the school office if you are interested in serving in this capacity.

Responsibilities of Board Members

- To use best efforts to ensure the financial soundness of the school via budget creation and reviews, overseeing staff compensation and benefits;
- To serve in a policy making and advisory capacity;
- To ensure the school adheres to its educational philosophy;
- To assist in securing funds for capital investments;
- To act on recommendations from the various committees and administrative staff of the school;
- To meet as necessary, generally once per month at 4:30 on Mondays;
- Communicate as immediately as necessary with the Board via email and/or teleconference;
- Board Members can expect to spend an average of 6 hours per month on Board related activities;
- Joining a committee or holding an officer position is highly encouraged and will be in excess of this time commitment.

For more information, please feel free refer to the bylaws posted on the School's website or talk to a current Board member.

The following information will be available for parents to read prior to the election.

Applicant's Name: _____ Phone: _____

Email: _____ Years affiliated with
Rivendell: _____

Child/ren's Name/s: _____

Current Occupation and Background:

Areas of Expertise:

What do you feel you can contribute to the Board?

Prior Board Experience:

Which Committee(s) are you interested in joining and why?

Please attach any supporting documents, such as your résumé, curriculum vitae, etc.