



VALLEY CHRISTIAN ACADEMY

Board of Trustees Application

This application should be filled out in its entirety and given to the Vice-president of the Board of Trustees.

Date _____

Name _____ Home Phone _____

Business Phone _____ Cell Phone _____

Full Address _____

Email Address _____

PERSONAL BACKGROUND

Marital Status: Single Married Widow/er Divorced Spouse=s Name _____

Child's Name	Age	Grade	School Attended

From a legal liability perspective, have you ever been convicted of a crime? YES NO If so, please explain: _____

EDUCATION

Level of Education	Degree Earned	School / Hours completed

EMPLOYMENT / VOCATION

Current Position Held _____

Employer _____

1. Describe your relationship with the Lord.

2. Church you are currently attending _____

Are you a member? _____

3. Church activities in which you are involved (please indicate degree of regularity)

4. Do you agree with Valley Christian Academy's Statement of Faith? YES NO (see attached)

Do you understand the code of ethics for Board Members? YES NO (see attached)

5. Why do you want to be a Board Member?

6. The VCA Board has the following sub-committees: Finance, Development/Planning, Education, Personnel/Policy, Tuition Assistance, and Facilities/Grounds. On which one(s) might you be interested in serving? _____

7. What talents, gifts, or areas of expertise would you be bringing to the Board?

Thank you for your time in submitting this application.

Church Recommendation Form

Directions: Please have someone at your church or ministry give a reference on you and your involvement.

_____ has made application to become a member of the School Board at Valley Christian Academy. We are a K-6 Christian elementary school, serving more than 275 students from over 200 families. We are a non-denominational school with over 55 different churches represented within our population. An 11-member School Board is charged with the leadership of the school, overseeing finances and developing policy. Each Board member serves a three-year term. Confidentiality will be maintained as the Nominating Committee reviews each application and church recommendation form.

Please briefly respond to the questions below and mail this form to:

Valley Christian Academy
ATTN: Nominating Committee Chairman
1037 East Blvd.
Aurora, OH 44202

Name: _____ Position: _____ Church/Ministry: _____

Phone number: (____) _____ May we contact you if necessary? Yes No

1. How long have you known the applicant? _____
2. In what ways/capacities?
3. Do you feel this person has godly character important to the leadership of our school?
4. What would you say are one or two of this applicant's areas of strength?
5. Relational skills are helpful in leadership. How would you describe this applicant's skills in this area?

Additional comments you would like to add (use the back if necessary):

From the Board Policy Manual:

1.1.4 STATEMENT OF FAITH

1. The Bible is the inspired and only infallible and authoritative Word of God.
2. There is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit.
3. We believe in the deity of our Lord, Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death, in His bodily resurrection, in His ascension to the right-hand of the Father, in His personal bodily return to this earth in power and glory.
4. The only means of being cleansed from sin is through repentance and faith in the precious blood of Christ.
5. Regeneration by the Holy Spirit is absolutely essential for personal salvation.
6. We believe in the sanctifying power of the Holy Spirit, whose indwelling in the Christian enables him to live a holy life. We are not perfect at this time, but are set apart as children of God.
7. We believe in the resurrection of both the saved and lost, the one to everlasting life and the other to everlasting damnation.

2.1 BOARD OF TRUSTEES

2.1.1 CODE OF ETHICS

1. A Board member is expected to:
 - a) Be faithful in attendance at all Board meetings. If unable to attend, he/she is responsible for notifying the Board chairperson in advance so that materials may be mailed to him/her.
 - b) Prepare for each Board meeting by reviewing agenda, minutes of past meeting, and other materials which should be reviewed.
 - c) Be willing to give of his/her time and talent with a joyous spirit, and faithfully pray for the school.
 - d) Direct appropriate inquiries and complaints regarding school matters to the school administrator.
 - e) Commend the staff continually.
 - f) Refrain from inappropriate discussion of school Board business at any non-business functions or gatherings.
 - g) Use God-given discretion in deciding what matters can be shared with his/her spouse so as to cultivate and maintain important partnership relationships with the spouse. Matters pertaining to personnel and other matters of sensitive nature should not be shared outside of meetings.
 - h) Place a high priority on attending as many school functions as possible.
 - i) Be a member in good standing of a local church or fellowship. Membership is to be defined by the church in question.
 - j) Refrain from reprimanding a teacher directly. Even when dealing with his/her own child's teacher, Board members must seek first to speak the truth in a kind way so as to avoid intimidation.
 - k) Abstain from entering into the day-to-day operation of the school.
2. The Board collectively is expected to:
 - a. Be the policy maker in the establishment of policy directives, curriculum selection, dress and disciplinary codes, while at the same time the Board must understand that the Administrator is responsible for the leadership and administrative functions of the school.
 - b. Be responsible for making the final approval on hiring/dismissal of all personnel.
 - c. Always call a Board meeting with the knowledge of the administrator.
 - d. Deal with all employees on the basis of Matthew 5:22-24, 18:15-20, and other such passages which teach Christ-like attitudes and dealings between Christian brothers.
 - e. Insure that new Board members are trained to serve on the Board. Such training may include an orientation session with Board officers, a requirement that all Board members read ACSI's "Christian School Board Leadership - A Framework for Effective Governance", and ongoing instruction by the Administrator and Principal on Christian education.
 - f. Work in conjunction with the Administration, from time to time, to solicit employee feedback on critical issues, such as contract language and in-school communications.
 - g. Collaborate with Administration and other VCA personnel or focus groups to develop the school's long-range, strategic plan and to update that plan as needed.