

## **M E M O R A N D U M**

**To:** The Parents of SMLS Students

**From:** Robert J. Ziegler, Principal

**Re:** School Board Membership

**Date:** January, 2004

In an effort to improve the Board Selection process, Mr. Ziegler and the Board Chairperson created an application for membership. The goal of this application is to strengthen the SMLS Board of Christian Education through the selection process and to avoid overlooking qualified candidates by providing people with an interest to serve in this area a process by which they can make their interest known. These applications will be housed in the school office, utilized by the Principal and Chairperson and reviewed when appropriate.

If you are interested in being considered for future openings that may occur during the school year, or present openings, please complete the application. Mr. Ziegler and the Board Chairperson will interview qualified applicants when vacancies occur on the Board. Applicants not chosen will be kept on file and reviewed for future openings.

Blank applications will be kept in the School Office for those who wish to apply at a later date.

Together we will continue to strengthen SMLS.

Name:

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**Contact information:**

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Address:

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City:

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Zip:

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Home Phone:

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Work Phone:

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Cell Phone:

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Fax:

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E-mail:

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I believe that I can fulfill the requirements of the board and would like to be considered for future openings. I understand there may not be a current opening but that my application for membership will be kept on file and reviewed when future openings occur.

Signature: \_\_\_\_\_

Dated: \_\_\_\_\_

Answer the following questions on a separate piece of paper, attach this cover sheet to the answers and mail to:

Board Chair or  
Robert J. Ziegler, Principal  
C/O SMLS  
3595 Broadway  
Fort Myers, FL 33901

**Or, complete in Word and e-mail to: [robert.ziegler@smlcs.org](mailto:robert.ziegler@smlcs.org)**

**Please Mark The Envelope: "Personal and Confidential"**

The mission of Saint Michael Lutheran School is to educate children and touch families' lives with the love of Jesus Christ. (Matt. 28:20)

1. Why are you interested in serving on the SMLS Board of Christian Education?
2. In your opinion, what is the role of the SMLS Board of Christian Education?
3. What Qualities/Talents/Knowledge would you bring to the SMLS Board of Christian Education?
4. What do you consider SMLS's biggest asset?
5. If you had the power to change one aspect of SMLS, what would it be, and why?
6. Have you ever served on a board or board committee, and if so describe the rewards and/or frustrations of this service?

Church Charter requires the SMLS Board of Christian Education, to balance the member/non-member ratio. "The board shall consist of at least seven (7) members including the chairman... with the addition of at least three (3) non-members who represent the school (not to exceed 30% of the total board population)". The Board also strives to balance membership according to talents and grade levels. The following questions are solely for the purpose of maintaining these balances.

7. How long have you been associated with SMLS?
8. What brought you to SMLS?
9. Are you a member of SMLC?
10. What grades, if any, are your children in (include younger and older siblings also)?
11. Do you support and understand the mission statement of SMLS?
12. Can you attend 5:00pm meetings on the fourth Monday of the month?
13. Additional time will be required on sub-committees and task groups; this time varies by month and task. Each member is expected to serve on several groups per year; will this present a conflict?
14. What is your area of expertise?
15. Due to the sensitivity of the issues discussed relating to Staff and Students, do you understand that one of the most important characteristics of a Board member must be confidentiality?
16. Do you agree to attend in-service training and Board orientation?