

# **VOYAGER ACADEMY BOARD MEMBER APPLICATION**

Thank you for your consideration of serving as a Board member for Voyager Academy. Please find general information about our school and this position below. If you are interested in service beginning July 1st (with transition prior), please submit the attached application prior to March 30<sup>th</sup> (at 5pm).

## **I. General Description**

The mission of Voyager Academy is to provide students in kindergarten through twelfth grade an academically challenging and supportive environment. Staff utilizes experiential and traditional learning strategies so that students become responsible, engaged and innovative members of society. The school's expectation is that all students, working with dedicated faculty and family will excel academically and socially.

Regular meetings of the Board are held on the 4<sup>th</sup> Thursday of each month. Special meetings may be called by the Chairperson of the Board whenever deemed necessary. No action of the Board is official unless taken at a regular or special meeting

Board Members have authority to govern the school as a group and have no authority to act as individuals. All meetings of the Board are open to the public. An agenda will be sent to each member prior to the board meeting with member input so that each meeting runs smoothly. All Board actions are recorded in the minutes as the official permanent record of the Board. A copy of the minutes of each Board meeting is available online after each meeting.

## **II. Qualifications**

- A. Be an advocate of public education in NC, and the charter school role in the public education system
- B. Have experience and/or a skill set that adds value to the work of the Board
- C. Have the respect of those who you have worked with previously
- D. Have a desire to be an active Board member in a non-profit organization
- E. Be a team member who can provide solutions and a positive attitude
- F. Be a resident of the multi-county communities that surround Voyager Academy

## **III. Responsibilities**

- A. Uphold the school mission and by-laws
- B. Establish, review and revise (as necessary) the policies of the school
- C. Oversee and ensure fiscal responsibility in the operation of the school
- D. Work with the school administration to support their day to day operation of the school
- E. Monitor operations to ensure financial security and strategic organizational planning
- F. Evaluate and update the job responsibilities of the Managing Director (as required)
- G. Select and evaluate the Managing Director and confirm the hiring of other school personnel as recommended by the Managing Director
- H. Attend Board meetings and school functions where appropriate/available
- I. Serve on at least one board subcommittee needed for the operation of the school

## **IV. General information**

- A. Applications will be reviewed by Board members and the Managing Director. Interviews will be conducted beginning in April, and elections will occur in May after which transition will occur through July 31<sup>st</sup>.
- B. The officers of the Board will be Chairperson, Vice Chairperson, Secretary and Treasurer. Other members are at large members. Bylaws state that 9 members is the maximum board size, a term is for (4) four consecutive years.

**Application for VA Board Member for Fiscal Year Starting July 1, 2018**

Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_

Are you a current or former employee of Voyager Academy? \_\_\_\_\_

Are any of your immediate family member's current or previous employees of Voyager Academy? \_\_\_\_\_

If yes, list Names/ Dates of Employment \_\_\_\_\_

Education/Degree \_\_\_\_\_ School \_\_\_\_\_

Professional Organization or Society Memberships:

Children (Name/Age, School Attending/Attended):

**Write a brief statement about your vision for an ideal educational environment.**

**Share your thoughts about the role of charter schools in NC.**

**Why do you wish to serve on the Voyager Academy Board?**

**List experiences that you have had to prepare you to serve on this board.**

- ✓ Attach a resume' or list work/volunteer history with dates
- ✓ Please use additional sheets of paper to answer any of the open-ended questions

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Please list three (non-Board member) references who could be contacted (Name/Relationship/Phone or Email):

_____	_____	_____
_____	_____	_____
_____	_____	_____

All Board member candidates will be subject to a background check prior to selection.  
Please send the completed application to Jennifer Lucas, Managing Director of Voyager Academy  
4210 Ben Franklin Blvd., Durham, NC 27704 or by email to [jlucas@voyageracademy.net](mailto:jlucas@voyageracademy.net)