



COMPTON HIGH SCHOOL ALUMNI ASSOCIATION
"Reaching Back to Move Forward"

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BOARD OF DIRECTORS APPLICATION

Three-year term beginning July 1st.

Return via e-mail or regular mail by Saturday, February 20, 2010, to be considered for March 6 elections.

Name			If Alumnus, Grad Year:
Address			
City/State/Zip Code			
Phone:	Home: ()	Cell: ()	Work: ()
E-Mail			

Use a separate sheet, if necessary.

1. Relevant Experience and/or Employment (attach a resume, if relevant):

2. Why are you interested in the alumni association?

3. Skills/Abilities/Experience you would bring to the Alumni Association Board of Directors

<input type="checkbox"/> Accounting/Finance	<input type="checkbox"/> Community Service	<input type="checkbox"/> Information Technology	<input type="checkbox"/> Non-Profit Management
<input type="checkbox"/> Board Development	<input type="checkbox"/> Event Planning	<input type="checkbox"/> Law <i>specify area here</i>	<input type="checkbox"/> Public Relations
<input type="checkbox"/> Budget Planning	<input type="checkbox"/> Fundraising	<input type="checkbox"/> Membership Recruiting	<input type="checkbox"/> Volunteer Management

Other: _____

4. Other Volunteer Commitments

I have read the RESPONSIBILITIES OF BOARD MEMBERS and, if elected to the CHSAA Board of Directors, I agree to abide by them.

Signed: _____ Date: _____

For Board Use Only

Candidate has had a personal meeting with either the board president or other board member. *Who/Date* _____

Candidate reviewed by the nominations committee. Date _____

Action taken by the committee. _____

The mission of the Compton High School Alumni Association is to provide support to the school and students, and to foster connections among the alumni, school, and community by offering educational, charitable, service-oriented and social programs.

Compton High School Alumni Association
Responsibilities of Board Members

1. Attend all board and committee meetings and functions, such as special events.
 - a. The full board's regular meetings occur four times per year (the first Saturdays of March, June, September, and December). Be accessible for personal contact in between these regularly scheduled meetings.
 - i. This includes participation on conference calls and e-mail discussions. Electronic communication is critical to the organization's operation. Board members are expected to regularly read Board email messages and respond in a timely manner as appropriate (i.e., email "voting," etc.)
 - ii. From time to time the Board also meets via conference call. Members are expected to call in and participate in these "meetings" just like the in-person meetings. They are considered legal meetings of the board.
 - b. It is recognized and understood that serving as a director is a **volunteer** position; however, your participation is critical to this organization. Therefore, if you have extenuating circumstances that would prohibit your participation in a scheduled meeting, notify the Board President or Secretary. More than two unexcused absences from board meetings in a year is cause for removal (CHSAA Bylaws Article 3, Section 17, 4th paragraph).
2. Make a serious commitment to serve on committees or task forces and offer to take on special assignments and complete them thoroughly and on time. Each board member is expected to serve as an active, ongoing member of at least one committee. This requires a number of meetings per year plus individual committee task completion time.
3. Make a personal financial contribution to the organization in the amount of **\$100 per year** payable at each annual meeting, or not more than 60 days thereafter. Failure to do so is cause for removal.
4. Participate in fund raising for the organization.
5. Be informed about the organization's mission, services, policies, and programs.
6. Review agenda and supporting materials prior to board and committee meetings, preparing decision-making and policy formation at board meetings; take responsibility for self-education on the major issues before the board.
7. Conduct yourself in a professional manner. Board members are expected to observe high standards of business and personal ethics in the conduct of their duties and responsibilities.
8. Get to know other committee members and build a collegial working relationship that contributes to consensus.
9. Follow conflict of interest (Article 9 of Bylaws) and confidentiality policies.
10. Assist the board in carrying out its fiduciary responsibilities, such as reviewing the organization's annual financial statements.

I have read and understand these Responsibilities of Board Members, and I agree to comply with the rules set forth herein.

Print Name _____

Signature _____

Date _____

CONFLICT OF INTEREST POLICY

(From Bylaws Article 9)

SECTION 1. PURPOSE OF CONFLICT OF INTEREST POLICY

The purpose of this conflict of interest policy is to protect this tax-exempt corporation's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or Director of the corporation or any "disqualified person" as defined in Section 4958(f)(1) of the Internal Revenue Code and as amplified by Section 53.4958-3 of the IRS Regulations and which might result in a possible "excess benefit transaction" as defined in Section 4958(c)(1)(A) of the Internal Revenue Code and as amplified by Section 53.4958 of the IRS Regulations. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations.

SECTION 2. DEFINITIONS

(a) Interested Person.

Any Director, principal officer, member of a committee with governing Board delegated powers, or any other person who is a "disqualified person" as defined in Section 4958(f)(1) of the Internal Revenue Code and as amplified by Section 53.4958-3 of the IRS Regulations, who has a direct or indirect financial interest, as defined below, is an interested person.

(b) Financial Interest.

A person has a financial interest if the person has, directly or indirectly, through business, investment, or family:

- (1) an ownership or investment interest in any entity with which the corporation has a transaction or arrangement,
- (2) a compensation arrangement with the corporation or with any entity or individual with which the corporation has a transaction or arrangement, or
- (3) a potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the corporation is negotiating a transaction or arrangement.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A financial interest is not necessarily a conflict of interest. Under Section 3, paragraph B, a person who has a financial interest may have a conflict of interest only if the appropriate governing Board or committee decides that a conflict of interest exists.

SECTION 3. CONFLICT OF INTEREST AVOIDANCE PROCEDURES

(a) Duty to Disclose.

In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the financial interest and be given the opportunity to disclose all material facts to the Directors and members of committees with governing Board delegated powers considering the proposed transaction or arrangement.

(b) Determining Whether a Conflict of Interest Exists.

After disclosure of the financial interest and all material facts, and after any discussion with the interested person, he/she shall leave the governing Board or committee meeting while the determination of a conflict of interest is discussed and voted upon. The remaining Board or committee members shall decide if a conflict of interest exists.

(c) Procedures for Addressing the Conflict of Interest.

An interested person may make a presentation at the governing Board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.

The chairperson of the governing Board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.

After exercising due diligence, the governing Board or committee shall determine whether the corporation can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.

If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the governing Board or committee shall determine by a majority vote of the disinterested Directors whether the transaction or arrangement is in the corporation's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination, it shall make its decision as to whether to enter into the transaction or arrangement.

(d) Violations of the Conflicts of Interest Policy.

If the governing Board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing Board or committee determines the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

SECTION 4. RECORDS OF BOARD AND BOARD COMMITTEE PROCEEDINGS

The minutes of meetings of the governing Board and all committees with Board delegated powers shall contain:

- (a) The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing Board's or committee's decision as to whether a conflict of interest in fact existed.
- (b) The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.