

January 24, 2017

**Park Ridge-Niles School District 64  
Board of Education Vacancy - January 2017  
Applicant Qualifications & Instructions**

A candidate must meet the following legal qualifications per Board Policy 2:40:

*A School Board member must be, on the date of election or appointment, a United States citizen at least 18 years of age, a resident of Illinois and the District for at least one year immediately preceding the election, and a registered voter. Reasons making an individual ineligible for Board membership include holding an incompatible office and certain types of State or federal employment. A child sex offender, as defined in State law, is ineligible for School Board membership.*

The term of office will be from the date of appointment to the special meeting (tentatively scheduled for May 1, 2017) following the April 4, 2017 municipal election when the new Board is seated. The appointment will be made in conformance with state law as found in Board Policy 2:70.

Applicants should show familiarity with the Board's policies regarding general duties and responsibilities of the Board and a Board member, including fiduciary responsibilities, conflict of interest, ethics and gift ban. Information about Board duties and policies are available on the District 64 website at: [www.d64.org](http://www.d64.org) > Board of Education. The menu tab for Board Election 2017 although related to the April 4 election, also contains information on Board service that would be helpful for candidates interested in this interim appointment.

Applications should be written, and mailed or delivered to:

Board President Anthony Borrelli  
Park Ridge-Niles School District 64  
164 S. Prospect Ave.  
Park Ridge, IL 60068

The application should include:

- Full name and contact information (home address, cell number and email address)
- A letter of interest summarizing: why you would like to serve on the Board; the skills you would bring to the Board; previous relevant community or non-profit experiences
- A resume.

**Applications must be received at the address above NO LATER THAN 12 NOON on Friday, February 3, 2017.** Please direct questions to Board President Anthony Borrelli, [aborrelli@d64board.org](mailto:aborrelli@d64board.org) or 847-344 -7437.

The Board expects to review applications at the special Board meeting on Monday, February 6, 2017 and also has agreed to conduct interviews for some or all candidates at a special meeting tentatively scheduled for Monday, February 13, 2017. The Board desires to make its appointment at the February 21, 2017 regular meeting.