

# School Board Membership – Ratification Form



**Catholic Education Services**  
Diocese of Cairns  
*Learning with Faith and Vision*

Application for membership of school board to be sent to Catholic Education Services for ratification by CES Executive Director:

On behalf of the Board of *(name of school)* .....  
I/we provide the following advice in support of *(name of applicant)* ..... 's application  
to join the Board of *(name of school)* .....

1. The completed nomination form is attached.
2. The process by which nominations were sought for, and assessed by, the Board.

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3. That the nominee's information on the form has been verified.
4. That the nominee meets the general criteria for Board membership.
5. That the nominee brings particular identified skills to the Board. Skills/experience identified:

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6. That a current Blue Card, or status as a parent of a child attending the school, has been verified.
7. That an appropriate Board member formation for the nominee has occurred, or will occur prior to the nominee attending their first Board meeting.

## Signed by:

### On behalf of the Board

Name:	Signature:	Date:
<input type="text"/>	<input type="text"/>	<input type="text" value="DD/MM/YYYY"/>

## Noted and Approved by the

### Executive Director:

(For Direct Funded Schools (DFS))

Signature:	Date:
<input type="text"/>	<input type="text" value="DD/MM/YYYY"/>

OR

### Parish Priest:

(For Parish Schools)

Signature:	Date:
<input type="text"/>	<input type="text" value="DD/MM/YYYY"/>

## Action:

Appointment letter sent to applicant, copied to School Board, file copy CES (DFS) or Parish (Parish Schools)

Completed:  Date: