



SECTION I: APPLICANT INFORMATION

The information in this section determines your eligibility for the position. It will not be shared with the Nominating Committee.

First Name	Last Name
Home Address	
Email	Phone

A. STUDENT VERIFICATION

To be eligible for the Panel for Educational policy seat established by the 2019 amendments to NYS Education Law, you must be a parent of a child in an NYC public school at the time of application.

In the next section, you will have the opportunity to list all the schools attended by your child(ren), currently or in the past. For the purpose of verifying your eligibility, however, you need only list one child currently attending an NYC public, non-charter school. The child may be in any grade (pre-K through 12th).

STUDENT NAME	
YOUR RELATIONSHIP TO STUDENT	
STUDENT GRADE	
SCHOOL NAME and DBN*	

*Please list both the name of the school and the DBN (District, Borough and School Number)
 To find the DBN, go to <https://www.schools.nyc.gov/find-a-school> and type the school's name into the search box. Once you have located the correct school, input the district number, the borough and the school number.
 M=Manhattan; X = Bronx; K = Brooklyn; Q = Queens; R = Staten Island.



B. ELIGIBILITY VERIFICATION

Answer the questions below. Additional questions may be asked to confirm your eligibility. Review the eligibility requirements in the Instructions at the end of the application. **Do not leave any section blank.**

	YES	NO
Are you currently employed in any capacity by the City of New York or a subdivision thereof, or by the NYC Department of Education? If yes, please indicate your title and the location of your job below:		

	YES	NO
Are you a member, officer or employee of any public corporation, authority, or commission where the mayor of New York City has a majority of the appointments? If yes, please describe below.		



For FACE use only

SECTION II: APPLICANT PROFILE (For the Nominating Committee)

All parts of this section, separate from the rest of the application, will be made available to the Nominating Committee

Applicant Name

First Name	Last Name
Email	Phone Number

In this section, you are being asked for information that will help the Nominating Committee evaluate the extent of your experience with NYC public schools. You should list all the schools your children have attended (including the school you listed in Section I). You also have the option of listing special programs. None of the information provided here will be reviewed by FACE to determine your eligibility for the position, but the Nominating Committee may follow up on some items.

Schools/Programs

PLEASE DO NOT LIST CHILDREN’S NAMES in any part of this section

SCHOOL NAME and DBN	
Grade(s)/Date(s) attended	
SCHOOL NAME and DBN	
Grade(s)/Date(s) attended	
SCHOOL NAME and DBN	
Grade(s)/Date(s) attended	
SCHOOL NAME and DBN	
Grade(s)/Date(s) attended	
SCHOOL NAME and DBN	
Grade(s)/Date(s) attended	
SCHOOL NAME and DBN	
Grade(s)/Date(s) attended	



Student program(s) Optional

<input type="checkbox"/> General Education	<input type="checkbox"/> Special Education Services / IEP	<input type="checkbox"/> District 75 program
<input type="checkbox"/> ESL/ENL	<input type="checkbox"/> Dual Language	<input type="checkbox"/> G & T

SECTION II: APPLICANT’S LEADERSHIP EXPERIENCE

In this section, you are being asked to provide information about your service as a parent leader at any level. Please check all that apply and include the relevant school/district number/Citywide Council name(s) along with date(s) of service.

<input type="checkbox"/> PA/PTA Executive Board	School and Date(s) of service
<input type="checkbox"/> School Leadership Team	School and Date(s) of service
<input type="checkbox"/> District Leadership Team	District and Date(s) of service
<input type="checkbox"/> Community Education Council	District and Date(s) of service
<input type="checkbox"/> Citywide Council	Council Name and Date(s) of service
<input type="checkbox"/> Other _____	School/District/Other and Date(s) of service
<input type="checkbox"/> Other _____	School/District/Other and Date(s) of service
<input type="checkbox"/> Other _____	School/District/Other and Date(s) of service



SECTION II: APPLICANT'S STATEMENT

PLEASE ANSWER BOTH QUESTIONS

What do you understand to be the role of the Panel for Educational Policy (PEP)? What is its authority?



Parent Member Application
Panel for Educational Policy
July 1, 2020- June 30, 2022 Term

What experiences, knowledge, skills and/or expertise will you bring to the Panel for Educational Policy (PEP)?

SECTION III. APPLICANT’S EMPLOYMENT, VOLUNTEER ACTIVITIES AND INVESTMENTS

Please answer all questions truthfully and completely. This information will be used to review your application for conflicts of interest and will not be shared with the Nominating Committee.

APPLICANT’S EMPLOYMENT

List the name of every employer (including self-owned businesses):

- From which you received more than \$1,000 for services performed or for goods sold produced in the 12 months preceding the date you are completing this form, and/or
- Of which you were a paid member, officer, director, or trustee

Clearly indicate “N/A” if the section is not applicable.

N/A

EMPLOYER NAME (Dates of employment)	Job title or brief job description. Do you have any interaction with DOE, including Community School Districts? If yes, describe.	Does employer do business with DoE, including Community School Districts? answer: YES, No, or UNKNOWN	If applicable, provide a description of employer’s business dealings with the DOE, including Community School Districts
<i>Example: Staples</i>	<i>Example: Store Manager</i>	<i>Example: Yes</i>	<i>Example: Sells supplies to DOE, but not district X</i>

APPLICANT’S VOLUNTEER POSITIONS

List every organization in which you hold any volunteer (uncompensated) office or position, such as an officer, director or trustee. Do NOT list organizations in which you are only a member.

Clearly indicate “N/A” if the section is not applicable.

N/A

NAME OF ORGANIZATION	TYPE OF ORGANIZATION	Title or brief description of your volunteer activity. Do you have any interaction with DOE, including Community School Districts? If yes, describe	Does the organization do business with DOE, including Community School Districts? answer: YES, No, or UNKNOWN
<i>Example: Tree Top Inc.</i>	<i>Example: Cooperative Nursery</i>	<i>Example: President</i>	<i>Example: NO</i>



APPLICANT’S INVESTMENTS

List any entity in which you have an ownership interest of at least 5% or \$10,000 (whichever is less) as of the date you are completing this form. Do NOT list any publicly traded company, unless you hold a position with the company (example: officer, director, employee).

Clearly indicate “N/A” if the section is not applicable. N/A

NAME OF ENTITY	OWNERSHIP PERCENTAGE/ INVESTMET AMOUNT	POSITION HELD	Does entity do business with the DOE, including Community School Districts? answer: YES, NO, or UNKNOWN
<i>Example: Jones Supply Company</i>	<i>Example: 52%</i>	<i>Example: President</i>	<i>Example: NO</i>

INVESTMENTS OF APPLICANT’S SPOUSE OR REGISTERED DOMESTIC PARTNER AND UNEMANCIPATED CHILDREN

List any entity in which your spouse or registered domestic partner and unemancipated children have an ownership interest of at least 5% or \$10,000 (whichever is less) as of the date you are completing this form. Do NOT list any publicly traded company, unless they hold a position with the company (example: officer, director, or employee).

Clearly indicate “N/A” if the section is not applicable. N/A

SPOUSE, REGISTERED DOMESTIC PARTNER, OR CHILD’S NAME AND RELATION	NAME OF ENTITY	OWNERSHIP PERCENTAGE/ INVESTMET AMOUNT	POSITION HELD	Does entity do business with the DOE, including community school districts? Answer: yes, no, or unknown
<i>Example: James Smith/Husband</i>	<i>Example: Jones Supply Company</i>	<i>Example: 52%</i>	<i>Example: President</i>	<i>Example: NO</i>



CERTIFICATION

I, _____, certify that all information provided is true and accurate to
(PRINT NAME ABOVE)
the best of my knowledge.

From Section 175.30 of the New York State Penal Law:

“A person is guilty of offering a false instrument for filing in the second degree when, knowing that a written instrument contains a false statement or false information, he offers or presents it to a public office or public servant with the knowledge or belief that it will be filed with, registered or recorded in or otherwise become a part of the records of such public office or public servant.”

I understand that providing false information in connection with my application may subject me to criminal penalties and/or disqualification or removal from the Panel for Educational Policy (PEP).

By signing this page. I am verifying that I have read and understand the eligibility requirements for serving on the Panel for Educational Policy and, should I be elected, will work diligently to fulfill my responsibilities as a parent member elected by the presidents of the Community District Education Councils.

I can be reached at the following telephone number and/or email address should there be any questions related to my application.

(TELEPHONE NUMBER)

(EMAIL ADDRESS)

E-SIGNATURE (PRINT APPLICANT’S NAME)

DATE

SUBMIT COMPLETED APPLICATION by June 26, 2020
BY EMAIL: CCECinfo@schools.nyc.gov
Please include your name and “PEP Parent Member Application” in the subject line
FOR QUESTIONS EMAIL CCECinfo@schools.nyc.gov

INSTRUCTIONS

DO NOT leave any section blank. If any portion of this application does not apply to you, please indicate "N/A" (not applicable) in that space.

Summary of eligibility requirements:

Chancellor's Regulation D-200 states the eligibility requirements for members of the Panel for Educational Policy, including the parent elected by the presidents of the 32 Community Education Councils (CECs). The complete regulation can be found online at: <https://www.schools.nyc.gov/school-life/policies-for-all/chancellors-regulations>. Eligibility is determined at the time of application.

Who is eligible to apply:

Any parent of a child currently attending any grade (pre-K through 8th) of an NYC public, non-charter school. *Consistent with the Chancellor's Regulations, a parent is defined as a parent, legal guardian, or person in parental relation to a child. A person in parental relation to a child is a person who is directly responsible for the care and custody of a child on a regular basis in lieu of a parent or legal guardian.*

Who is not eligible to serve:

Persons who are employed in any capacity by the city of New York or a subdivision thereof or the city board.

Persons who are members, officers or employees of any public corporation, authority, or commission where the mayor of New York City has a majority of the appointments.

Persons who are determined to have a conflict of interest by the DOE Ethics Officer or another designee of the Chancellor.