

**MANHATTAN BEACH UNIFIED SCHOOL DISTRICT**

**MANHATTAN BEACH PARKS AND RECREATION COMMISSION**

**APPLICATION FOR APPOINTMENT**

**PARKS AND RECREATION COMMISSION:** Established by Resolution No. 5365, the Parks & Recreation Commission is responsible for the recreational needs of all citizens, and shall promote supervised public recreation within the City. Consists of seven (7) members: five (5) at-large members, one (1) representative from Manhattan Beach Unified School District, and one (1) Mira Costa High School student, who meet on the 4th Monday of every month at 6:30 p.m.

**General Information**

Name: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
Telephone # (home): \_\_\_\_\_ Email: \_\_\_\_\_

**Employment Information**

Name of Employer: \_\_\_\_\_  
Work Address: \_\_\_\_\_  
Telephone # (work): \_\_\_\_\_

**Educational Background** (response optional)

College and/or University: \_\_\_\_\_  
Degree/Major: \_\_\_\_\_

Vocational and/or other institutions: \_\_\_\_\_  
Certificate/Technical Training: \_\_\_\_\_

**Additional Information**

Have you been a member of any district or school-based committee?  Yes  No  
If so, in what capacity? \_\_\_\_\_  
\_\_\_\_\_

Are you a registered voter in the City of Manhattan Beach?  Yes  No

Do you have any relatives working for the City?  Yes  No

Have you ever been employed by the Manhattan Beach Unified School District?  Yes  No

List present or past memberships in any community service or civic organization:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please answer the following questions:

1. How long have you been a resident of Manhattan Beach? \_\_\_\_ Years \_\_\_\_ Months
2. Do you have or have you had children or grandchildren in the Manhattan Beach public schools?  Yes  No
3. Do you know of any reason such as a conflict of interest, which would adversely affect your ability to serve on the Parks and Recreation Commission?  Yes  No  
If yes, explain: \_\_\_\_\_  
\_\_\_\_\_
4. Explain why you would like to be appointed to this committee. (You may attach pages, if needed.)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Personal References:** List a reference who has knowledge of your character, experience, and abilities. Do not include names of relatives. (You may attach a letter of reference, if you wish.)

<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>Business/Occupation</u>
1. _____			

**Certificate of Applicant:** All answers and statements in this document are true and complete to the best of my knowledge and belief.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Completed application is to be submitted to the Superintendent's Office, Manhattan Beach Unified School District, 325 S. Peck Avenue, Manhattan Beach, CA 90266, **no later than Monday, May 19, 2014.**

Should you have any questions, please call the Superintendent's Office at (310) 318-7345, ext. 5902, and ask for either Dr. Mike Matthews or Nancy Bogart.

**DUTIES AND RESPONSIBILITIES OF THE MANHATTAN BEACH UNIFIED SCHOOL DISTRICT'S APPOINTEE TO THE PARKS AND RECREATION COMMISSION FOR THE CITY OF MANHATTAN BEACH**

ORGANIZATION

Manhattan Beach Unified School District

LENGTH OF TERM

Three Years

MAXIMUM LENGTH OF SERVICE

72 Consecutive Months

DATE AND TIME OF MEETINGS

4th Monday of Each Month at 6:30 p.m.

DUTIES AND RESPONSIBILITIES OF MANHATTAN BEACH BOARD OF TRUSTEES APPOINTEE

The functions and responsibilities include:

1. Provide a communication link between the Parks and Recreation Commission and the Manhattan Beach Unified School District.
2. Seek prior direction, when possible, from the Manhattan Beach Unified School District Board of Trustees on all matters dealing with the possible direction of the Parks and Recreation Commission and their direct impact on school district facilities and use.
3. Seek prior direction from the Board of Trustees, when possible, in making recommendations to the commission regarding the needs of the community and recommended additions or deletions of programs.
4. Advise the MBUSD Board of Trustees regarding any direction the city or recreation commission is recommending regarding capital improvement projects for recreation and parks.
5. A written report to the MBUSD Board of Trustees after every Commission meeting, regarding issues and topics currently being discussed by the Parks and Recreation Commission.