



## SERVING ON THE SCHOOL BOARD

**SPRING LAKE PARK SCHOOLS**

*Proudly serving more than 6,000 students, their families and the school communities of Blaine, Fridley and Spring Lake Park*



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**Spring Lake Park Schools**

District Services Center

1415 81st Avenue NE, Spring Lake Park, MN 55432

763-600-5000

[SpringLakeParkSchools.org](http://SpringLakeParkSchools.org)



# ***WHAT DOES IT REALLY MEAN TO BE A SCHOOL BOARD MEMBER FOR SPRING LAKE PARK SCHOOLS?***

Serving on the school board offers personal rewards for service to the community. It is also a role that comes with many responsibilities. In response to community interest in serving on the board, the district has prepared this guide that explores the roles, responsibilities and requirements of school board service for Spring Lake Park Schools.

## ***HOW THE BOARD OPERATES***

The Spring Lake Park School Board uses a policy governance model as its model of operation, meaning the board focuses on policy decisions rather than on operational issues. The board adopts policies that provide general principles for guiding the management of the district. The administration then develops procedures to support and implement board policies. Procedures or how a policy is supported or implemented do not require board approval.



## ***Governance, not management***

The policy governance model used by the Spring Lake Park School Board is different than the management model used by most city councils. The differences include:

### ***MANAGEMENT (CITY COUNCIL) COMPARED TO GOVERNANCE (SCHOOL BOARD)***

#### ***City Council Members***

Manage the “hows” at the tactical level of the organization

Represent a portion of the community

Maintain an individual voice after council action

Operate individually

#### ***School Board Members***

Govern through policies and overall budget, and by defining the “why and what we’re providing,” but not “how”

Are accountable to all members of the school community

Have a unified voice after board action

Operate as a whole board with no individual member authority

## ***Why governance works in Spring Lake Park Schools***

The policy governance model delineates clear roles for the board and administration. The board’s work focuses on the “why and what” of the district’s direction while the administration works on “how” the board’s direction will be implemented. In Spring Lake Park Schools, the board and administration work in partnership to move the district forward. The partnership is effective because:

- Students are at the center of the work
- There is a culture of trust between the board and administration
- The board speaks with one voice
- There is an intentional interdependence in the approach to the work
- There is a deep understanding and strong commitment to follow a policy governance model



## ROLES IN A GOVERNANCE MODEL

### Group

#### Public and parents

### Roles

Serve as primary educator of the child (parents)  
Elect school board members  
Vote on levy requests

#### School Board

Supervise and evaluate the superintendent  
Develop policies that govern the school district  
Create district mission, vision and values  
Engage with the public  
Approve the overall district budget

#### Superintendent

Manage operations of the district through implementation of board policies  
Develop the district operational plan in alignment with the strategic plan

#### Principals and Administrators

Create school-based plans that align with the district's operational plans and vision  
Provide support for the superintendent  
Implement policies and procedures

#### Staff

Educate students  
Provide support for superintendent, principals and administration  
Implement policies and procedures



## ELECTION 2021

On November 2, 2021, voters will elect four residents to serve on the seven-member school board of Spring Lake Park Schools, serving Blaine, Fridley and Spring Lake Park. These seats are currently held by Amy Wheaton, Michael Kreun, John Stroebel and Marilyn Forsberg.

The terms of four current school board seats are expiring in January 2022. The period for filing affidavits of candidacy for the office of school board member begins on Tuesday, July 27, and closes at 5 p.m. on Tuesday, August 10. Affidavits of candidacy may be obtained from and filed with Anoka County Elections and Voter Registration, 325 East Main Street, Anoka. If after filing a candidate decides to no longer run for office, they must file an affidavit of withdrawal no later than 5 p.m. on Tuesday, August 12, 2021.

If you have questions about filing to become a school board candidate, contact Karen Stifter, executive assistant to the superintendent, at 763-600-5020 or [kstift@district16.org](mailto:kstift@district16.org), or Anoka County Elections and Voter Registration at 763-324-1300 or [anokacounty.us/elections](http://anokacounty.us/elections).

## CONSIDERING RUNNING?

### Ask Current Board Members about their experiences

There is an opportunity for potential school board candidates to learn more about the roles, responsibilities and requirements of the position. The session is scheduled for Monday, August 9, 6:30-8 p.m. at the District Services Center, 1415 81st Avenue NE, Spring Lake Park. It is strongly recommended that all candidates or potential candidates attend this session. To learn more, or to register, contact Karen Stifter at 763-600-5020 or [kstift@district16.org](mailto:kstift@district16.org).



## MEMBERSHIP

The school board is made up of seven citizens elected at large by school district voters every two years for four-year overlapping terms. At the end of a four-year term, members may run for reelection. Voting takes place on the general election day in November and terms begin on the first Monday in January. If a vacancy occurs in the middle of a term, there are procedures for filling that vacancy.

At its first meeting each January, the school board holds an organizational meeting to elect its officers. At the meeting each June, the board makes decisions on routine business. In the fall, board members are given their school liaison assignments.

The superintendent is an ex-officio member of the board who facilitates the work of the board and is responsible for providing leadership to the district and carrying out board directives.

### *Responsibilities*

As the elected governing body of Spring Lake Park Schools, the school board must:

- Establish policy. The administration implements policy, and supervises school operations.
- Employ and evaluate the superintendent. The school board is responsible for hiring and evaluating the superintendent who functions as the chief administrator and oversees all operations of the district.
- Approve the overall annual district budget
- Set the annual local school levy
- Support and provide consultation to administration in the development and implementation of the annual district operational plan that aligns with the district vision and strategic plan

### *2020-2021 Members*

**Amy Hennen, Chairperson**

763-600-5522 / [ahenne@district16.org](mailto:ahenne@district16.org)

**Tony Easter, Vice Chairperson**

763-600-5521 / [teaste@district16.org](mailto:teaste@district16.org)

**Sarah Bowe, Treasurer**

763-600-5527 / [sbowe@district16.org](mailto:sbowe@district16.org)

**Amy Wheaton, Clerk**

763-600-5524 / [awheat@district16.org](mailto:awheat@district16.org)

**Marilynn Forsberg, Director**

763-600-5523 / [mforsb@district16.org](mailto:mforsb@district16.org)

**Michael Kreun, Director**

763-600-5526 / [mkreun@district16.org](mailto:mkreun@district16.org)

**John Stroebel, Director**

763-600-5520 / [jstroe@district16.org](mailto:jstroe@district16.org)

**Dr. Jeff Ronneberg, Superintendent**

763-600-5020 / [jronne@district16.org](mailto:jronne@district16.org)

### *2020-2021 School Board*

**Front:** Dr. Jeff Ronneberg, Superintendent; Amy Hennen, Chairperson; Tony Easter, Vice Chairperson; Michael Kreun, Director

**Back:** Marilynn Forsberg, Parliamentarian; Amy Wheaton, Clerk; Sarah Bowe, Treasurer; John Stroebel, Director





## **MEETINGS**

Membership on the school board requires attendance at a variety of meetings held every month as well as participation on district committee and community group assignments.

### **Regular meetings**

In general, the school board holds regular meetings open to the public at 7 p.m. on the second Tuesday of each month. Meetings are held at the Spring Lake Park Schools District Services Center, 1415 81st Avenue NE, Spring Lake Park.

### **Work sessions**

The school board also holds work sessions to study issues in more depth. No formal action is taken during work sessions. Work sessions are typically held at 6 p.m. on the fourth Tuesday of each month at the Spring Lake Park Schools District Services Center, 1415 81st Avenue NE, Spring Lake Park. The work sessions are open to the public.

### **Communication to the board & administration**

Residents who wish to address school board members and administration have that opportunity once a month at 6:45 p.m. prior to each regular school board meeting. During this time, the board members and representatives from the administration make themselves available to hear from residents who wish to address them.

### **Public hearings**

Scheduled as needed, the School Board occasionally holds public hearings to hear comments from citizens on specific topics.

## **COMMITTEE AND TASK FORCE ASSIGNMENTS**

The Spring Lake Park School Board functions as a committee of the whole. At times, there is a need to study specific issues and work on special projects. When this need arises, a task force is formed at the chairperson's direction. At the conclusion of the task force study/work, they will make recommendations to the board.

In addition, Spring Lake Park School Board members represent the district throughout the cities of Blaine, Fridley and Spring Lake Park. This representation is as a liaison to specific district committees, and on metro and state education organizations in which the district has membership.

A sampling of the current committees include:

- Association of Metropolitan School Districts (AMSD)
- Minnesota State High School League
- Minnesota School Boards Association
- Northeast Metropolitan Intermediate School District
- School District 16/Lions Foundation
- Panther Foundation
- Special Education Advisory Committee
- Legislative Action Committee
- Community Education Advisory Committee
- Systems Improvement Advisory Council
- Athletics Advisory Board





## ***TIME COMMITMENT***

The actual time commitment required varies depending on the board member and the number of issues the district is addressing at any given time. Typically, a board member could expect to devote at least 20 hours a month studying issues, preparing for and attending meetings, attending school events, and responding to and communicating with community members.

## ***COMPENSATION***

Like most Minnesota school districts, Spring Lake Park Schools offers a stipend for board service. Board members receive the following annual stipend:

- Chairperson – \$5,950
- Vice-Chairperson, Clerk and Treasurer – \$5,450
- Directors – \$5,350

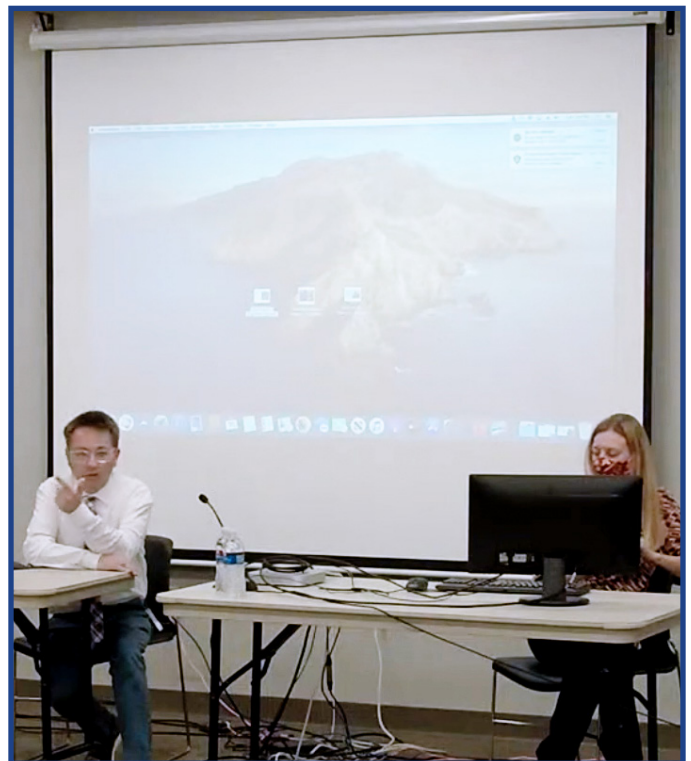


## ***SCHOOL BOARD MEETINGS ARE ONLINE***

View an entire school board meeting or choose what portion of the meeting to view from a menu of agenda items.

Access meetings at:

[www.SpringLakeParkSchools.org/SchoolBoard](http://www.SpringLakeParkSchools.org/SchoolBoard)



## SPRING LAKE PARK SCHOOLS

### Our District Values

These values describe how we will work with our learners and each other:

#### Accountability

- To fulfill one's roles and responsibilities and be responsive to the results.

#### Courage

- Doing and saying the right thing at the right time in the right way despite challenge, adversity, or conflicting self interests.

#### Excellence

- A relentless and intentional effort in continuous improvement.

#### Innovation

- Purposeful, courageous, continuous improvement through research and action.

#### Integrity

- Always aligning our actions with our values and beliefs.

#### Learning

- Continuous, meaningful, and challenging effort that results in student success.

#### Respect

- Listen to, accept, and value each individual in the school district and community.

#### Shared Responsibility

- Working together interdependently and collaboratively, learning from one another, entrusting one's self interest to another, and taking ownership for our individual and collective actions and decisions.

The Spring Lake Park Schools' Strategic Plan for the Future is the roadmap that we follow in our continuing - and measurable - focus on success for all students. The strategic plan is developed and approved by the school board and provides overall direction for the district's work.

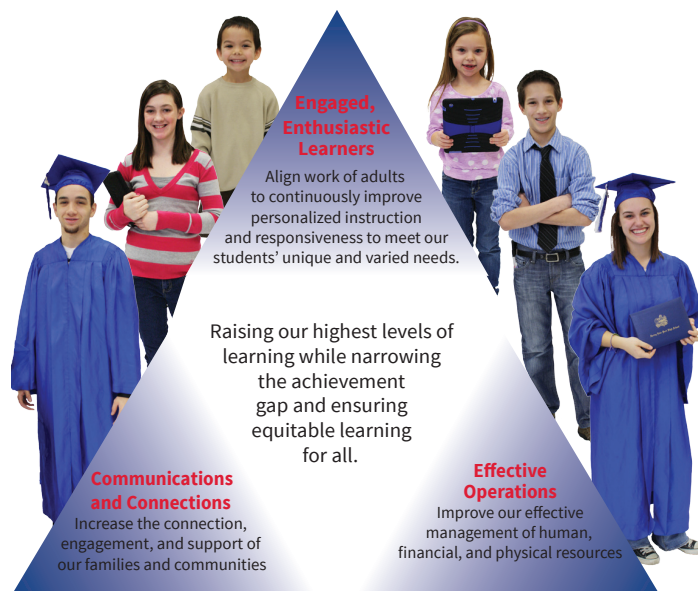
### Our District Purpose

High expectations. High achievement for all. No excuses.

### Our Vision for the Future

Spring Lake Park Schools will be a world-class learning community aligned around...

- Fostering personalized experiences so that each student feels valued, inspired, and has a sense of belonging,
- Resulting in college readiness, and the development of academic, life, and career skills so that each student has aspirations for success.



### Our Strategic Anchors

We will move towards our vision through a focus on continuous improvement, identifying annual and multi-year projects and initiatives within three Strategic Anchors. Each of these efforts are centered around raising our highest levels of learning while narrowing the achievement gap and ensuring equitable learning for all.

### Our over-arching goals for all planning and for providing a focus in moving towards our vision

- We will achieve greater levels of coherence and alignment throughout the system.
- We will proactively position the school district for the future in all planning and decision-making.



The Spring Lake Park Schools' District Operational Plan (DOP) identifies the strategic initiatives and projects under study or being implemented to improve and innovate within our schools. This annual plan is reviewed and updated quarterly to reflect progress and emerging influences. The projects included are directly or indirectly connected to the district's focus of "raising our highest levels of learning while narrowing the achievement gap and ensuring equitable learning for all."

**STRATEGIC ANCHOR – Engaged and Enthusiastic Learners**

Align work of adults to continuously improve personalized instruction and responsiveness to meet our students' unique and varied needs

**Transition Out of the Pandemic: Accelerate Student Learning and Support Social-Emotional Well-Being –**

Implement supports and enrichment opportunities to meet the varied needs of students transitioning out of the pandemic

**Deepen Innovative and Personalized Learning –** Continue development and implementation of core elements of personalized learning – competency-based learning, learner profiles, personal learner maps, flexible learning environments

**Support All Staff as Learners –** Deepen our support of all staff members as learners to strengthen collaboration and support improvement and innovation

**Expand SLP Schools Online K-12 –** Expand our online school from grades 9-12 to grades K-12 and embed core elements of personalized learning into our online learning model

**STRATEGIC ANCHOR – Effective Operations**

Improve our effective management of human, financial and physical resources

**Transition Out of the Pandemic: Innovation and Effective Use of Resources –** Use COVID-relief funding to support improvement in areas of need in the near-term and incubate innovation that is desirable and viable for the future

**Study School Boundaries –** Study near-term and long-term school boundary options to accommodate changing program needs and growth

**Redesign Alternative Learning Programming –** Redesign our alternative learning programming and partnerships to better reflect our SLP vision and support greater student success

**Align Staff Technology Platforms and Practices –** Determine core staff technology tools and norms of use to strengthen productivity and collaboration and reduce fragmentation

**STRATEGIC ANCHOR – Communications and Connections**

Increase the connection, engagement and support of our families and communities

**Transition Out of the Pandemic: Build Community –** Establish or re-imagine, learning from our pandemic experiences, how we create community within and beyond our schools

**Strengthen Community Connections –** Identify and connect with critical businesses, non-profits, service groups and community leaders to create, revitalize and strengthen relationships

**Enhance Community Education Offerings –** Implement findings from last year's Community Education study to enhance offerings

