

# Bluffview Montessori School Call for Nominations 2022

**Nominations for Board members – Annual meeting will be Wednesday, May 12th at 6:00 p.m.**

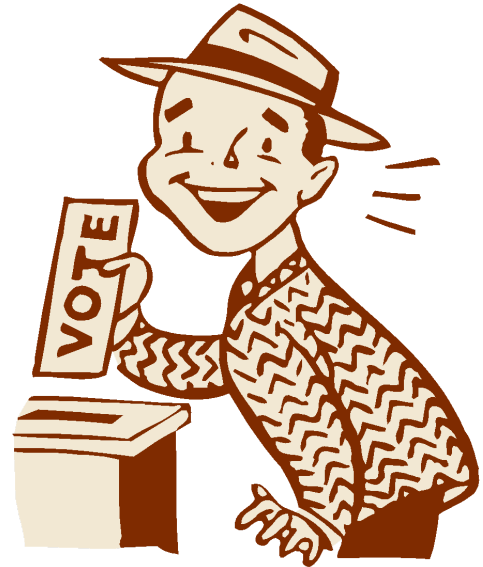
Bluffview Montessori is preparing to conduct its annual election of Board members in May and is now soliciting nominations for candidates. We will be filling the following seats:

- 1 Montessori Teacher seat

## **Instructions for using this nomination form:**

Use the attached form to submit nominations. Please seek permission from each person you wish to nominate. You may nominate yourself as well.

Return the completed nomination form to the office by March 25<sup>th</sup>.  
Note: sooner is better.



## Schedule for elections

March 4	Call for nominations sent in Newsletter/RSS feed
March 25	Deadline for nominations to be returned to the office. Nominees are expected to attend the March 29 meeting at 2:30
March 29 @ 2:30	Candidates attend an orientation session and review committee candidate questionnaires with Governance Committee members - in Bluffview computer lab
April 1	Nominees announced in Bluffview newsletter/RSS feed
April 13	“Ballots” are distributed to members: <ul style="list-style-type: none"><li>• Will done via Google survey this year</li><li>• Paper ballots will be drafted and available upon request</li></ul>
May 2	Voting ends at 3:30 today. All digital or paper submissions must be submitted
May 6	Votes tallied and recorded
May 12	Elected Board members announced at Annual Meeting

# Board of Directors Nominations 2022

## General Information:

### Who is eligible to serve on the Board of Directors?

Parents, community members and licensed teachers employed by Bluffview are eligible for board membership.

### What is expected of Board Members?

Each Board Member is responsible for governing the school as a collective body and for actively participating in the committee work of the Bluffview Montessori School Board of Directors.

### Are there particular skills that you are looking for?

We hope to attract people with strong professional and communication skills as well as strong ties to the community. Experience in one or more of the following is a plus: education, fundraising, facilities, finance, human resources, community service, strategy, nonprofits and board governance.

We are looking for people who believe in our school, our philosophy and mission and the educational opportunity that Bluffview provides children in the Winona area. We want to work with those who are willing to commit their time, energy, talent and resources to giving Bluffview students the best possible educational experience.

### What makes the ideal Bluffview Montessori School Board Member?

- Passion for the mission
- Time to commit to this important endeavor
- Ability to bring a concrete skill to the board
- Willingness/ability to serve as a *governor* (fulfills governance functions), *ambassador* (reaches out to the community), *sponsor* (gives time and/or money), *consultant* (uses skills on behalf of our school).
- Ability to understand the distinctions between governance and management
- Ability to ask tough questions
- Positive, can-do attitude!

### How do I nominate someone to serve?

Get their permission and submit a Nomination Form

### Can I nominate myself?

Absolutely!

The 7-member Board of Directors normally meets the 3<sup>rd</sup> Wednesday of every month at Bluffview in the band room, calling to order at 6:00 p.m. Meetings are open to everyone in accordance with Open Meeting Law. Public comments are welcomed at a designated time on the agenda and are limited to four minutes per speaker.

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**Candidate Nomination Form**  
Bluffview Montessori School Board of Directors  
Spring 2022 Board Member Election

All candidates must be nominated using this form. Nomination forms should be submitted to the school office or electronically to [office@bluffviewmontessori.org](mailto:office@bluffviewmontessori.org).

Nominee Information:

\_\_\_\_\_  
Name Phone Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email

Relationship to Bluffview Montessori:  Parent/Legal Guardian  Faculty  Community Member  
For community member nominees, please briefly describe the nominee's interest in Bluffview Montessori School:

\_\_\_\_\_

Are you nominating yourself?  Yes  No

If no, please complete the following 3 lines:

\_\_\_\_\_  
Your Name Your Phone Number

Your Relationship to Bluffview:  Parent/Legal Guardian  Faculty  Community Member\*

Your Relationship to the nominee (if any) \_\_\_\_\_

Does the nominee have a family or business relationship to any Bluffview board member? \*\*  Yes  No

Is the nominee/immediate family member/partner, an owner/employee/agent of an entity with whom Bluffview contracts, directly or indirectly, for professional services, goods or facilities? \*\*\*  Yes  No

Is the nominee or spouse employed by Bluffview Montessori School?  Yes  No

If yes to any of the preceding 3 questions, please indicate the nature of the relationship:

\_\_\_\_\_  
In addition to this Nomination Form, all nominees must also complete a Candidate Questionnaire. The Candidate Questionnaire and Nomination Form do not have to be submitted at the same time. Please contact Henry Schantzen at [hschantzen@bluffviewmontessori.org](mailto:hschantzen@bluffviewmontessori.org) or 507-452-2807 if you have any questions about board service or the election process.

\*A Community Member is defined as a person who lives in Minnesota, does not work in the school and who has no children attending the school. A community member does not include a person who resides, on a full time or part time basis, with a student.

\*\*Minnesota law provides strict conflict of interest rules regarding charter school board members, and further requires that all board members of a charter school be "nonrelated." If you have a business relationship or have an immediate family relationship with any charter school boarded member, both as further defined in MINN STAT> 124D.10, subd. 23(a), you will be unable to serve on that same charter school board. Please contact any member of the board if you have any questions about conflict of interest or prohibited relationships.

\*\*\*The 2009 MN Legislature enacted strict Conflict of Interest for charter school boards. See MINN.STAT> 124d.10, Subd. 4a.