# Association of Metropolitan School Districts

## MEMBER ORIENTATION
## AMSD BOARD MEMBERS

## WELCOME TO **AMSD!**

Welcome to the Association of Metropolitan School Districts! AMSD is organized as a 501c (6) non-profit corporation and is governed by its Board of Directors. The Board consists of the superintendent of each member school district and one school board member designated by the district. The officers of the organization include a chair, vice-chair and a treasurer. AMSD is funded by dues paid by its members.

For more than five decades, AMSD has been a strong voice for public education both at the Legislature and in the media, with a proactive agenda and a commitment to action. AMSD's primary task is to advocate at the state level for the needs of metropolitan school districts. However, AMSD's Board believes that its advocacy efforts are most effective when the organization plays a role in shaping the broader public debate on K-12 issues and advocates for policies that benefit the State as a whole.

> "AMSD provides timely information that allows us to take action quickly on important legislative issues. We always know what is happening at the Capitol thanks to AMSD."
>
> — Superintendent Lisa Sayles-Adams, Minneapolis Public Schools

The Association of Metropolitan School Districts has been a strong voice for public education and metro area schools for more than 50 years. AMSD's mission is to advocate for member school districts so they can lead the transformation of public education.

AMSD represents more than 50 public K-12 school districts and intermediate/educational cooperative districts across the state of Minnesota, enrolling more than half the state's preK-12 enrollment.

The organization is highly regarded for its nonpartisan research, communication efforts, timely legislative updates, and extensive legislative summaries.

## AMSD TEAM
## **READY TO ASSIST**

AMSD staff stand ready to assist board members, state policymakers and legislative leaders by providing current research and data to help them make informed policy decisions.

**The Association of Metropolitan School Districts**
2 Pine Tree Drive, Suite 380, Arden Hills, MN 55112
612-430-7750

**AMSD staff:**
Scott Croonquist, Executive Director, scroonquist@amsd.org
Troy Melhus, Director of Communications, tmelhus@amsd.org
Kimberly Jansa, Office Manager, kjansa@amsd.org

**AMSD consultants:**
Kris Amundson, Amundson Strategies, kris@amundsonstrategies.com
Lori Grivna, Amundson Strategies, lori@amundsonstrategies.com

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# AMSD MEMBER **DUTIES AND RESPONSIBILITIES**

**Role of AMSD Board Members**
Each member district has two voting members on the AMSD Board of Directors, the superintendent and a designated school board member. Board members are asked to attend and participate at the monthly Board of Directors meetings and to share information gathered at the meetings with their school board colleagues and interested district staff. AMSD Board members approve the legislative platform, position papers, the annual budget and direct the activities of the organization.

**Role of AMSD Committees**
The Executive and Legislative committees are comprised of members of the Board of Directors and are elected by the board. Executive and Legislative Committee members are asked to identify an alternate that can attend meetings in their place when they need to be absent. Committee members oversee and direct the organizational operations of AMSD as well as develop positions on legislative issues for submission to the Board of Directors.

**AMSD Officers**
The officers of the organization include a chair, vice-chair and a treasurer.

## AMSD **COMMITTEES**

**Executive Committee**:
The Executive Committee is comprised of nine AMSD Board members including five school board members and four superintendents. Executive committee members are elected by the Board to three-year terms.

**Legislative Committee:**
The Legislative Committee is comprised of the executive committee and four additional members — two school board members and two superintendents. Legislative Committee members are elected by the Board to three-year terms.

"AMSD speaks with a unified voice at the Legislature to make positive change for our students. We can always count on AMSD to deliver in-depth research and fiscal analysis on pending legislative proposals to inform our decisions."
— Wendy Lundsgaard, Board Member, Orono Public Schools

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## AMSD **MEETINGS**

**Board of Directors Meetings**
Board of Directors meetings are generally held on the first Friday of the month. The meetings are hybrid, and a hot breakfast is served on-site from 7-7:30 a.m. with networking and socializing between AMSD members. The meeting begins at 7:30 a.m. In addition to routine business and action items, the agenda usually includes a guest speaker. The meeting concludes by 9 a.m. School board members from member districts, as well as district staff, are welcome to attend.

**Committee Meetings**
Executive and Legislative Committee meetings are generally held on the last Friday of the month and the meetings run from 7:30-9 a.m. The meetings are hybrid, and a continental breakfast is served on-site.

The Executive Committee meeting begins promptly at 7:30 a.m. and is generally very brief. The Legislative Committee convenes immediately following the adjournment of the Executive Committee. Legislative Committee members are encouraged to arrive at 7:30 a.m.

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# AMSD **FREQUENTLY ASKED QUESTIONS**

**Who is on the Board of Directors?**
Each member district has 2 voting members on the Board of Directors, the superintendent and a school board member designated by the member district.

**What are the expectations of a member of the Board of Directors?**
Board members are expected to attend and participate in the monthly meetings. Meetings are typically held on the first Friday of the month. The Board of Directors does not meet in June or July. The meeting schedule can be found on our website: **www.amsd.org**.

**What do Board of Directors meetings look like?**
Board of Directors meetings are usually held on the first Friday of the month. A hot breakfast is served starting at 7 a.m. From 7-7:30 a.m., we encourage networking and meeting with other AMSD members. The meeting agenda begins at 7:30 AM with routine business, followed by a guest speaker. Following the guest speaker, there are committee updates, an executive director's report and any action items needing the approval of the board. An option to participate remotely via Zoom is available and the link is provided prior to each meeting.

**Will I be notified of meetings?**
Yes. An email with the agenda is sent out one week prior to the meeting. The agenda and meeting schedule are also available on **www.amsd.org**.

**I am on the Board of Directors, but I can't make the meeting. Can I send an alternate?**
YES! AMSD encourages members of the Board of Directors to appoint an alternate that can attend meetings and vote in their place. Alternates are always welcome to come to the meetings, even if the designated voting member is there as well.

"AMSD board meetings offer invaluable professional development opportunities and the chance to meet and network with school board members and superintendents to share ideas and best practices."
— Alison Sherman, Board Chair, Stillwater Area School Distrct

**May I bring guests to Board of Directors meetings?**
We encourage members to bring district staff to meetings especially when our topic/speaker is helpful to their work.

**When we have administrative changes, like a new business manager or communications director should we notify AMSD?**
Yes! We depend on our districts to keep us updated with any changes and it helps us distribute timely information to district staff.

**How can I get more involved with AMSD?**
Please talk to AMSD staff about additional leadership opportunities such as serving on the Executive or Legislative Committee.

**What are timelines for AMSD activities and events?**

Pre-Session (September-December):
- Legislative platform survey
- Development and adoption of Legislative platform and position papers
- Annual policy conference

Legislative Session (January-May)
- Legislative Session Preview
- Legislative summaries and session priorities documents developed
- Legislative updates
- AMSD Budget Survey

Post-Session (June-September)
- Post-legislative session information distributed
- Election information distributed

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# AMSD **RESOURCES FOR MEMBERS**

**AMSD Provides Access**

- AMSD Board meetings frequently include the chance to hear from key legislators, as well as other top education officials and experts, to discuss and debate K-12 policy issues.
- During the legislative session, AMSD maintains regular contact with House and Senate leadership, the K-12 committee chairs, and other key legislators by meeting privately with lawmakers, providing them with written materials, and testifying before committees.
- AMSD is available to assist superintendents, board members, district staff and parents in testifying on key issues. Local information and perspectives help legislators understand the impact of their decisions.

**AMSD Provides Information**

- AMSD provides its members with relevant, concise, and timely information on key issues and the progress of the legislative session, giving local school officials the tools they need to communicate with legislators within their communities.

"AMSD offers a respected voice and strong leadership at the Capitol. Through nonpartisan research and counsel, AMSD helps member districts advocate for state policy that recognizes and supports the needs of our students and districts."

— Superintendent Kent Pekel,
Rochester Public Schools

- AMSD distributes regular legislative updates, along with legislative alerts and talking points when urgent action is required on the part of members.
- AMSD prepares in-depth background material on issues, ongoing financial analysis of pending legislation, assistance in preparing testimony for school officials and distributes Connections, the organization's monthly newsletter, as well as maintaining a web page featuring education-related news.

## **AMSD MEMBER** DISTRICTS

Anoka-Hennepin School District • Bloomington Public Schools • BrightWorks • Brooklyn Center Community Schools • Buffalo-Hanover-Montrose • Burnsville-Eagan-Savage School District 191 • Centennial School District • Columbia Heights Public Schools • Duluth Public Schools • Eastern Carver County Schools • Eden Prairie Schools • Edina Public Schools • Elk River School District • Farmington Area Public Schools • Forest Lake Area Schools • Fridley Public Schools • Hastings Public Schools • Hopkins Public Schools • Intermediate School District #287 • Intermediate School District #917 • Inver Grove Heights Schools • Lakeville Area Public Schools • Mahtomedi Public Schools • Mankato Area Public Schools • Minneapolis Public Schools • Minnetonka Public Schools • Mounds View Public Schools • North St. Paul-Maplewood-Oakdale School District • Northeast Metro Intermediate School District #916 • Northwest Suburban Integration District • Orono Schools • Osseo Area Schools • Perpich Center for Arts Education • Prior Lake-Savage Area Schools • Richfield Public Schools • Robbinsdale Area Schools • Rochester Public Schools • Rockford Area Schools • Rosemount-Apple Valley-Eagan Public Schools • Roseville Area Schools • Shakopee Public Schools • South St. Paul Public Schools • South Washington County Schools • SouthWest Metro Intermediate District • Spring Lake Park Schools • St. Anthony-New Brighton Independent School District • St. Cloud Area School District • St. Louis Park Public Schools • St. Michael Albertville Schools • Saint Paul Public Schools • Stillwater Area Public Schools • Wayzata Public Schools • West St. Paul-Mendota Heights-Eagan School District • Westonka Public Schools • White Bear Lake Area Schools