



Association of Metropolitan School Districts

Member Orientation Guide: AMSD Board Members

The mission of AMSD is to advocate for metropolitan school districts and advance legislation that supports student achievement.



Welcome to AMSD!

Welcome to the Association of Metropolitan School Districts! AMSD is organized as a 501 c (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 member district. The officers of the organization include a chair, vice-chair and a treasurer. AMSD is funded by dues paid by its members.

For over forty years, 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 lobby at the state level for the needs of metropolitan school districts. However, AMSD's Board believes that its lobbying 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. The organization includes 41 K-12 school districts, 6 intermediate/educational cooperative



districts, representing over half the state's PreK-12 enrollment. The organization is highly regarded for its communication efforts, providing timely legislative updates, opportunities for networking and extensive legislative summaries.

AMSD staff and consultants: Pictured left to right: Sara O'Rourke, Lori Grivna, Scott Croonquist, Kris Amundson and Alice Seuffert.

scroonquist@amsd.org
aseuffert@amsd.org
sorourke@amsd.org
kris@amundsonstrategies.com
lori@amundsonstrategies.com

What others are saying about AMSD

"AMSD offers a respected voice and strong leadership at the Capitol. Through excellent research and counsel, AMSD helps member districts advocate for state policy that recognizes and supports the needs of metropolitan school districts and their learners." Superintendent David Law, Anoka-Hennepin School District

"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 financial analysis on pending legislative proposals to help us make informed decisions." Superintendent Christine Osorio, North St. Paul-Maplewood-Oakdale

"AMSD board meetings offer invaluable professional development opportunities and the chance to meet and network with school board members and superintendents from across the metro area to share ideas and best practices." Stephanie Levine, School Board Member, West St. Paul-Mendota Heights-Eagan

"AMSD provides timely updates and information that allows us to take action quickly on important legislative issues. We always know what is happening at the Capitol thank to AMSD." Steve Adams, School Board Member, Hopkins Public Schools



AMSD Member Duties and Responsibilities



Role of AMSD Board Members

Each member district has 2 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 9 AMSD Board members including 5 school board members and 4 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 Meetings

Board of Directors Meetings

Board of Directors meetings are generally held on the first Friday of the month. A hot breakfast is served starting at 7:00 AM. From 7:00 AM to 7:30 AM we encourage networking and socializing with other AMSD members. The business meeting begins at 7:30 AM. In addition to routine business and action items, the agenda usually includes a guest speaker. The meeting concludes by 9:00 AM. Additional school board members from member districts, as well as district staff are welcome to attend the Board of Directors meetings.

Committee Meetings

Executive and Legislative Committee meetings are generally held on the last Friday of the month. A continental breakfast is served and the meetings run from 7:30 – 9:00 AM. The Executive Committee meeting begins promptly at 7:30 AM 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 AM.



Frequently Asked Questions



Please feel free to contact our office with any questions!
651-999-7325
sorourke@amsd.org



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 does a Board of Directors meeting look like?

Board of Directors meetings are usually held on the first Friday of the month. A hot breakfast is served starting at 7:00 AM. From 7:00 AM to 7:30 AM 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.

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 our website: 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.

Can I bring a guest to the Board of Directors meetings?

We encourage our members to bring other district staff to our meetings especially when our topic or guest 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 is the typical timeline for AMSD activities and events?

Pre-Session (September-December):

- Legislative platform survey
- Development and adoption of Legislative platform and position papers
- Election information distributed
- Annual policy conference

Legislative Session (January-May)

- Legislative Session Preview
- Legislative summaries and session priorities documents developed
- Legislative updates
- Day at the Capitol

Post-Session (June-September)

- Legislative session review distributed
- AMSD member budget survey conducted

AMSD Resources

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 Members

AMSD Members: Anoka Hennepin School District, Bloomington Public Schools, Board of School Administrators (Associate Member), Brooklyn Center Community Schools, Burnsville-Eagan-Savage School District 191, Columbia Heights Public Schools, Eastern Carver County Schools, Eden Prairie Schools, Edina Public Schools, Elk River Area School District, Equity Alliance MN (Associate Member), Farmington Area Public Schools, Fridley Public Schools, Hopkins Public Schools, Intermediate School District 287, Intermediate School District 917 (Associate Member), Inver Grove Heights Schools, Lakeville Area Public Schools, Mahtomedi Public Schools, Metro ECSU (Associate Member), Minneapolis Public Schools, Minnetonka Public Schools, Monticello Public Schools, Mounds View Public Schools, North St. Paul-Maplewood-Oakdale School District, Northeast Metro Intermediate School District 916, Northwest Suburban Integration School District (Associate Member), Orono Schools, Osseo Area Schools, 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 (Associate Member), Spring Lake Park Schools, St. Anthony-New Brighton Independent School District, St. Cloud Area School District 742, St. Louis Park Public Schools, St. Paul Public Schools, Stillwater Area Public Schools, TIES (Associate Member), Wayzata Public Schools, West Metro Education Program, West St. Paul-Mendota Heights-Eagan School District, and White Bear Lake Area Schools

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 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 blog featuring education-related news.

