



**COLOGNE ACADEMY:  
NOMINATING AND ELECTIONS COMMITTEE**

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Cologne Academy's School Board is beginning its formal process of seeking interested parties to become candidates in this year's School Board Elections. Elections will be held on Friday, April 20, 2018. A formal election guide will be emailed to you prior to the elections.

For the next several weeks, please consider your interest in becoming a School Board member. Our current board would be happy to discuss the roles and responsibilities of this position. Feel free to contact them.

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If you are interested in becoming a School Board Member, please fill out the attached Candidate Profile form and return to the school office or [kfarrell@cologneacademy.org](mailto:kfarrell@cologneacademy.org) no later than Friday, April 6.

**The Overall Function of the Board**

Board members have both a legal duty and an ethical obligation to ensure that Cologne Academy carries out its mission, vision, and goals. As stated in our charter approved by the State of Minnesota, our mission is to prepare students for academic success through excellence in literacy by integrating the Core Knowledge Sequence and create a content-rich learning environment that prepares K-8 children to achieve their best as students and as people of character who will contribute skill and knowledge to their communities. The board's job is to map out the strategies that will carry Cologne Academy into its successful future.

Therefore, as part of the Board of Directors, individual board members should think of themselves as stewards of the school – responsible for the long-term viability of Cologne Academy. Whether a parent, teacher, or community member, board members do not represent particular constituencies, but rather focus on the overriding interests and welfare of the school.

## Needs of the Board

In order to make sure that the board has all the skills needed to ensure Cologne Academy's strategic future, we ask you to consider candidates that would fulfill several existing needs on the board.

- Experience in governance (includes financial management and leadership)
- Experience in human relations (includes people management)
- Experience in facility management (includes capital needs planning)
- Experience as an attorney (includes school and government experience, if possible)

For the Board of Cologne Academy to be in compliance with our By-Laws and State of Minnesota Statute, we will be electing four seats this year:

- Seat 1: A Community Member – An individual with an interest in quality education who does not have a child attending the school, nor is employed by the school. This is a one year term.
- Seat 2: A Parent, Teacher or community member. The individual with the most votes will be seated for a 3 year term.
- Seat 3: A Parent, Teacher or community member. The individual with the most votes will be seated for a 3 year term.
- Seat 4: A Parent, Teacher or community member. The individual with the most votes will be seated for a 3 year term.

Interested individuals should consider the following:

- Are you able to commit a minimum of 10 hours a month to board duties?
- Do you have experience that will be beneficial to our school?
- Can you represent the needs of a diverse student body and school community?
- Will you lead with a high degree of ethics and integrity?
- Do you believe in the mission and vision of Cologne Academy? Will you work to enhance our school's commitment to living out the mission and vision in our community?

If you, or someone you know is interested in becoming a School Board Member, please fill out the attached Candidate Profile form and return to the school office or [kfarrell@cologneacademy.org](mailto:kfarrell@cologneacademy.org) no later than Friday, April 6.

**Please Note: If we do not have more interested candidates than there are seats to be elected, we will waive the voting/ballot process as all candidates will be automatically elected.**

**COLOGNE ACADEMY  
CANDIDATE PROFILE**

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**CANDIDATE NAME:**

**CONTACT INFORMATION**

**Phone:**

**E-mail address:**

**MY CONNECTION TO COLOGNE ACADEMY:**

**WHY I WANT TO SERVE ON THE BOARD OF DIRECTORS:**

**EXPERIENCE THAT I WOULD BRING TO THE BOARD:**

**AREAS OF EXPERTISE I COULD BRING TO THE BOARD:**

**THE CHALLENGES I SEE AHEAD AND HOW I PROPOSE HANDLING THOSE CHALLENGES:**

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SCHOOL BOARD ELECTION NEWS

**IMPORTANT DATES – MARK YOUR CALENDAR!**

The Cologne Academy election for board members is scheduled for Friday, April 20, 2018. Here's what you can expect.

- Prior to Election Day, you will receive your copy of the Voting Guide via email. This guide introduces you to the faculty, parent, and community member candidates who are running for board positions. Extra copies can be obtained from the office.
- Prior to Election Day, absentee ballots will be sent home with the youngest child in your family. Eligible voter and election protocol information will be emailed to you.
- ABSENTEE VOTING BALLOT may be returned to Cologne Academy by bringing it into the office before Election Day, sending ballot with your children, or by mailing your ballot to Cologne Academy. Mailed ballots must be received by mail delivery on Election Day. You also have the option of voting at school on Election Day.
- ELECTION DAY! Polls are open from 7:30 a.m. to 4:00 p.m. Stop into Cologne Academy to vote for the candidates of your choice.

Cologne Academy needs a strategic board to ensure that our school continues to grow and thrive. Voters need to cast their ballots for candidates who can take us there.