



The School Board of Stillwater Area Public Schools is accepting applications from residents of Independent School District No. 834 who are interested in serving on the School Board for one vacant director position. The appointee will serve on the School Board until a successor is elected at the November 2022 election.

The School Board will appoint a new member using the process outlined below:

**Legal requirements:** Candidates must be at least 21 years of age, be eligible to vote, have been a resident of the school district for at least 30 days, have not been convicted of an offense for which registration is required under MN Stat. Section 243.166.

**Time commitment:** Approximately 20 hours per month

**Meetings:** Business meetings are twice a month. There may also be special meetings, work sessions, committee meetings, trainings, and seminars.

#### **APPLICATION AND INTERVIEW PROCESS**

Applications will be available at the Superintendent's Office, 1875 South Greeley Street, Stillwater, MN, 55082, or may be downloaded beginning at 12:00 p.m. September 24, 2021 from the district website @ [stillwaterschools.org](http://stillwaterschools.org). The deadline to submit applications (including a completed application form, cover letter, and resume) to the Superintendent's Office is 3 p.m. on October 1, 2021. Applications received after the stated deadline will not be considered. The school district assumes no responsibility for application materials that were sent but not received by the stated deadline.

All applications and any accompanying materials will be considered public information.

The School Board will interview all qualified applicants at a special meeting on September 24, 2021. Applicants may be considered for appointment at that meeting.

The appointment shall be effective on the 31st day following the School Board's resolution making the appointment, absent receipt of a valid petition rejecting the appointee in compliance with the requirements under Minnesota Statutes §123B.09, subd. 5b(b).

#### **HOW TO APPLY**

1. Complete and submit the application form.
2. Enclose/attach a resume to the application.
3. Enclose/attach a cover letter introducing yourself and explaining why you are interested in serving on the School Board of Independent School District No. 834.

Submit all materials (application, resume, and cover letter) online or in person to Joan Hurley, School Board Secretary, 1875 South Greeley Street, Stillwater, MN 55082 OR [hurleyj@stillwaterschools.org](mailto:hurleyj@stillwaterschools.org).

**Application deadline is 3:00 p.m. on October 1, 2021.**



Please answer all of these questions before submitting.

### 1. Contact Information

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address 2: \_\_\_\_\_

City/Town: \_\_\_\_\_

State: \_\_\_\_\_

ZIP: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

### 2. What do you see as the role of the School Board and your role as a school board member?

---

---

---

---

---

### 3. Please identify and describe how you would address what you believe are the district's three most important issues.

---

---

---

---

---

### 4. What skills, perspectives and expertise do you have that will enhance the work of the School Board?

---

---

---

---

---

**5. Please describe your previous professional and/or volunteer activities in the local community, as well as involvement in activities or programs sponsored by Stillwater Area Public Schools.**

---

---

---

---

---

**6. Why are you interested in serving on the School Board?**

---

**7. I hereby affirm that I am:**

- ☐ a. At least 21 years old
- ☐ b. An eligible voter
- ☐ c. A district resident for a least 30 days
- ☐ d. Not a convicted sex offender (MN Stat. Section 243.166)

**8. By submitting this application, I hereby certify that the information I have presented in this application is complete, accurate and true to the best of my knowledge, and I hereby authorize the School Board to verify this information as may be required.**

☐ **I Agree**

---

Signature