

Running for School Board

*A CANDIDATE GUIDE FROM
WESTONKA PUBLIC SCHOOLS AND
MINNESOTA SCHOOL BOARDS ASSOCIATION*





Hey there, welcome!

Thank you for your interest in running for a seat on the Westonka School Board. It's encouraging to see individuals like you step forward with a desire to serve our students, families, and broader community through dedicated leadership in education.

The Westonka School District has long been recognized for its commitment to academic excellence, student well-being, and community involvement. Serving on the school board is both a privilege and a responsibility — one that involves thoughtful governance, collaboration with diverse stakeholders, and a deep understanding of the district's goals.

As you explore this path, I would be happy to connect with you to discuss the role further, share resources about the election process, and answer any questions you may have about the responsibilities of board service. Your perspective, values, and passion for education could make a meaningful impact, and I'm here to support you in taking the next steps.

Please don't hesitate to reach out if you'd like to set up a time to talk or if there's anything I can assist you with during this process.

Regards,
Kevin Borg
borgk@westonka.k12.mn.us

**Small School Advantages.
Big School Opportunities.**

How to become a school board candidate.

School board members are elected during the November General Election on either odd or even years. Terms are four years, and at least three members are on the ballot during each election. Most school board members are elected at-large.

A primary must be held if a school district has approved a resolution to be part of the primary election system AND if more than two candidates file for a precinct seat, or if there are more than double the number of candidates as there are at-large seats.

Filing Period	Eligibility	Financial Reporting
<ul style="list-style-type: none">• There are two filing periods for school districts. For districts with primaries, the filing dates will be in May. For districts without a primary, filing dates will be in August• Candidates must file an affidavit of candidacy with the school district clerk. The fee is \$2.	<ul style="list-style-type: none">• At least 21 years old.• Eligible voter.• District resident for at least 30 days prior to election.• Not convicted of a felony	<p>Candidates must file a campaign financial report no later than seven days after the election. This report indicates whether a candidate has either received \$750 in campaign contributions or spent \$750 on the election.</p>

What qualities make a good school board member?

After nearly 100 years of working with school boards, Minnesota School Boards Association staff have identified common traits among outstanding school board members. Board members have no individual authority; an effective board acts as a whole and respects staff expertise. Good board members develop skills over time through experience and continued training. Board members who run on a single issue or for personal gain create discord and aren't effective leaders who can improve student achievement.

Outstanding school board members are:

- motivated by the best interests of all students.
- passionate about public education.
- able to make difficult decisions.
- strong communicators, willing to listen.
- believers in the democratic process.
- willing to spend time and energy on school board business.
- committed to governance training.
- able to function as part of a team.
- collaborative.
- trusted

MSBA's Standards for School Board Leadership

As the entity legally charged with governing a school district, each school board is responsible to its community for governing efficiently and leading effectively to provide for equitable education, resulting in high student achievement.

The following five standards are essential to being an effective, high-performing school board team:

Conduct & Ethics: The school board, as a whole, provides leadership to the community on behalf of the school district by conducting its business in a fair, respectful, legal, and responsible manner.

Vision: The school board, with community input, envisions the educational future of the community and then formulates the goals, defines the outcomes, and sets the course for the school district.

Structure: The school board, to achieve its vision, establishes organizational and physical structures for student and staff success.

Accountability: The school board is accountable to the community for constantly monitoring the conditions affecting the school district as a whole.

Advocacy & Communication: The school board advances its vision at the local, regional, state, and national levels.



Candidate Information Submission – Westonka School Board Election

Westonka Public Schools will share information about all school board candidates who submit the materials outlined below. This information will be published on the district website and shared with local media outlets.

To participate, please complete the attached Candidate Information Form and include a candidate statement (300 words max). Your biographical details will be used to create a brief introductory paragraph to accompany your statement.

How to Submit

Please email your completed form, candidate statement, and a high-resolution photo to: labuze@westonka.k12.mn.us

Alternatively, hard copy submissions can be dropped off or mailed to:

Emily Labuz
Educational Service Center
5901 Sunnyfield Road East
Minnetrista, MN 55364



Deadline: Friday, August 22 at 4:00 p.m.

Your photo and statement will be provided to local newspapers as part of our effort to inform the community.

Candidate Forum – Save the Date



Thursday, September 18



7:00 p.m.



Gillespie Center

The League of Women Voters has tentatively scheduled a Candidate Forum for all 2025 Westonka School Board candidates. More details will be shared as the event approaches.

Thank you for your interest in serving our community!

Independent School District 277

Westonka School Board Candidate Information Form *(Voluntary Disclosure)*

Please complete the following form. Your responses will be used to introduce you to the community and may be published by Westonka Public Schools and local media.

1. Full Name (As you would like it to appear in all published materials):

2. Email Address

3. Occupation and Employer

4. Years Residing in the Westonka School District

5. Family Information (If you have children, list the schools they currently attend or the high school from which they graduated):

6. Education Background (Schools attended, degrees earned):

7. Involvement with Westonka Public Schools (ISD 277) (Committees, volunteering, events, etc.):

8. Community Service (Organizations, roles, and years of involvement):

9. Candidate Statement: Please attach a brief statement (maximum 300 words) explaining why you are running for the Westonka School Board. You may also email your statement as a Word document or PDF to: labuze@westonka.k12.mn.us

2025-2026 School Board Meeting Calendar

Meetings are held at the Educational Service Center - Community Room
5901 Sunnyfield Rd. E., Minnetrista, Minnesota

All regular board meetings will start at 6 p.m. unless otherwise announced

[illegible]

2025-2026 School Board Committee Meetings

School Board Facilities Committee - ESC Community Room	
Meeting Date	Time
Wednesday, Aug 13, 2025	7 a.m.
Wednesday, Sep 17, 2025	7 a.m.
Wednesday, Oct 15, 2025	7 a.m.
Wednesday, Nov 12, 2025	7 a.m.
Monday, Dec 15, 2025	7 a.m.
Wednesday, Jan 14, 2026	7 a.m.
Wednesday, Feb 18, 2026	7 a.m.
Wednesday, Mar 18, 2026	7 a.m.
Wednesday, Apr 15, 2026	7 a.m.
Wednesday, May 13, 2026	7 a.m.

School Board Finance Committee - via Google Meet		
Meeting Date	Time	Topic
Thursday, Sep 4, 2025	7:30 a.m.	Proposed Levy & Enrollment Review
Monday, Oct 6, 2025	7:30 a.m.	Draft of Audited Financial Statements - BerganKDV
Thursday, Dec 4, 2025	7:30 a.m.	Truth in Taxation Review
Thursday, Feb 5, 2026	7:30 a.m.	Revised Budget & Budget Calendar
Thursday, Apr 2, 2026	7:30 a.m.	Review of Budget Progress / Negotiations
Thursday, Jun 4, 2026	7:30 a.m.	Adopted Budget Review & Insurance

School Board Policy Committee - ESC Conference Room A

Meeting Date	Time
Monday, Sep 8, 2025	5 p.m.
Monday, Oct 6, 2025	5 p.m.
Monday, Nov 10, 2025	5 p.m.
Monday, Feb 9, 2026	5 p.m.
Monday, Mar 9, 2026	5 p.m.
Monday, Apr 13, 2026	5 p.m.
Monday, May 11, 2026	5 p.m.

Teaching & Learning Special Board Meetings

Quarter	Date	Location
Quarter 1	Friday, Nov 7, 2025	7:30 a.m. in ESC Conference Room A
Quarter 2	Friday, Jan 23, 2026	7:30 a.m. in ESC Conference Room A
Quarter 3	Friday, Apr 10, 2026	7:30 a.m. in ESC Conference Room A

Quarterly Teaching & Learning Advisory Meetings are special board meetings as all board members are invited to attend.



League of Women Voters Candidate Forum Save the Date

Dear Candidate,

Congratulations on your recent decision to run for the office of Westonka School Board. The League of Women Voters Lake Minnetonka Plymouth Area has a long history of providing voters with *non-partisan* educational opportunities to hear first-hand from candidates about the issues most important to them. We cordially invite you to join us:

Westonka School Board Candidate Forum

Thursday, September 18, 2025

7:00 pm – 9:00 pm

Gillespie Center

2590 Commerce Blvd, Mound, MN 55364

Please mark your calendar now to participate in this important opportunity to communicate with Westonka Public School District voters. Additional details about the forum will be sent to you the week of August 18, 2025. In the meantime, if you have any questions, please contact lwvlmpa@lwvmn.org.

We look forward to welcoming you to the League of Women Voters Lake Minnetonka Plymouth Area Candidate Forum.

Sincerely,

Sue Dosal

Voter Services Co-Chair

League of Women Voters Lake Minnetonka Plymouth Area

Campaign Finance Reporting

This section contains information on filing the campaign finance reports required for every local election.

1. Campaign financial report certificate of filing is required if you spend or receive \$750 or less or
2. Campaign financial report certificate of filing and campaign financial report are required if you spend or receive more than \$750

How to File Your Campaign Financial Reports

Send the campaign finance report to the school board clerk if:

1. Your local receives contributions of more than \$750. OR
2. Your local spends/contributes more than \$750. (This includes actual and in-kind contributions and expenditures.)

Reports must be filed as follows:

1. An initial report is filed within 14 days after the local receives contributions or makes disbursements of more than \$750 in a calendar year.
2. During the election cycle, reports must be filed : a) 10 days before the primary (if applicable). b) 10 days before the general election or special election. c) 30 days after a general election or special election. d) By Jan. 31 of each year following the year when the initial report was filed.
3. A final report may be filed when all assets in excess of \$100 have been disposed of.