



604 N 7th Street
Brainerd, MN 56401
218-828-8200
www.discoverywoods.com

March 16, 2015

Dear Parents, Faculty, and Staff of DWMS,

Discovery Woods Montessori School, as a Minnesota Charter School, is required to hold elections for its school board. These elections will take place on the day of our Annual Meeting, which will be held this year on May 14, 2015, at the school facility. According to MN Stat. 124D.10 Subd. 4(d), eligible voters for a charter school board of directors are faculty and staff members employed at the school, all parents or legal guardians of children enrolled in the school, and members of the board of directors.

In preparation for the election, we are soliciting nominations for the following board seats:

- 1 licensed teacher employed by the school
- 1 community member not employed by the school
- 1 parent or legal guardian, with a student in attendance at the school in grades kindergarten through grade 6.
- Other board member positions can be filled by any of the three (3) categories listed above

We are looking for individuals who value the mission of Discovery Woods and are willing to make a commitment to share their talents and expertise in support of the school. We are seeking members with experience in the areas of fund-raising, development, law, human resources, and finance. We embrace and value unique experiences and perspectives of the members of our community. Board members are stewards of the school, willing to think strategically and work collaboratively to ensure the continued success of Discovery Woods Montessori School.

Please note that there are certain statutory conditions which may prevent an individual from serving on the DWMS board. According to MN Stat. 124D.10, Subd 4a, an individual is prohibited from serving on the board if the individual, an immediate family member, or the individual's partner receives a financial benefit from school. The only exception is for teachers of the school who are serving on the board.

Attached you will find the Board of Trustees Job Description, which will help give you a better idea of the role and responsibility of a board member.

Attached is the Discovery Woods Montessori School Board Nomination Form and the DWMS Board Candidate Profile. A copy of the Candidate Profile will be placed in the Voting Guide. Please complete these forms if you are interested in serving on the board. If you know of someone who may be a good candidate for the board please turn in the completed Nomination Form. Please return the completed forms to the school office by April 9, 2015, so a ballot can be created for the election.

If you have any questions about serving on the Discovery Woods Montessori School Board of Directors, please do not hesitate to contact me or any of the current board members. Our email addresses are listed on the school's web site.

A Voting Guide will be distributed to all eligible voters on May 7 in preparation for the May 14 election. The Voting Guide will present profiles of each candidate and detailed information on election procedures.

Sincerely,

Chad Turcotte
Chair, Discovery Woods Montessori School
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Brainerd, MN 56401
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