

Education Minnesota Local Election Coordinators Application – Referendums

Starting in August 2022, the Education Minnesota Political Action Committee will be funding up to two Campaign Coordinators for each referendum or school board election in locals who qualify for financial resources (the local must have 90% or more of their members contributing to the Education Minnesota PAC). There is a stipend of \$400 for each of the Campaign Coordinator(s). See attached job descriptions for each position.

Locals are required to complete this form and email it to Jim Meyer at jim.meyer@edmn.org when you have selected your coordinator(s).

Local: Shakopee Education Association

Local President Name: Dale Anderson

Email: president@sea1346.org Cellphone: (952) 261-8040

Local Election (check one) Referendum School Board

Date of election: November 4, 2025

Campaign Coordinator 1

Name: Zach Akin

Email: akzack25@live.com

Cellphone: (920) 264-6262

Campaign Coordinator 2

Name: Kathryn Tabke

Email: bktabke@gmail.com

Cellphone: (952) 380-6324

As local president, I authorize these members to fill the above positions. Our local understands that we must pay these members the appropriate stipends listed above after the election and file for reimbursement after the election with other reimbursable expenses on our Education Minnesota Final Reimbursement Application.

Local President Signature:  Date: 9/23/2025


Education Minnesota Staff Approval

This form **MUST** be approved and signed off on by Jim Meyer and returned to you to qualify for coordinator reimbursement. This signed form must be included with your reimbursement form after the election.

Education Minnesota Staff Signature: _____ Date: _____

Updated: June 27, 2023

www.educationminnesota.org

Education Minnesota is an affiliate of the American Federation of Teachers, the National Education Association and AFL-CIO.  3723



**POLITICAL ACTION
COMMITTEE**

Education Minnesota Referendum Campaign Coordinators

The local is allowed to choose two Campaign Coordinators. The coordinators the local chooses is required to have a 15–20 minute conversation via phone or Zoom with Jim Meyer from Education Minnesota before they are officially hired to discuss the responsibilities and expectations of the position. The local is required to complete the Local Election Coordinators Application and it must be signed by Jim Meyer for the local to be eligible for reimbursement after the referendum election. A copy of the signed application must be included with your reimbursement from the Education Minnesota PAC.

There are certain functions and responsibilities the Education Minnesota PAC will require of this position to be eligible for the \$400 stipend per coordinator for the referendum cycle.

These are the duties and requirements that Campaign Coordinator(s) must meet for the local to be eligible for the \$400 stipend:

- Must be an active Education Minnesota member in good standing.
- Local will pay campaign coordinator(s) and file for reimbursement from the Education Minnesota PAC after the election with other eligible campaign related expenses. If the local has financial issues, please contact Education Minnesota local election staff.
- Needs to in place and working on the referendum a minimum of 45 days prior to the day the referendum election date.
- Must complete the Local Elections Assistance Program (LEAP) Training a minimum of 30 days prior to the day the referendum election date.
- Must be either the chair or a co-chair of the district Vote Yes committee.
- Set up initial campaign meeting to discuss campaign plan with Education Minnesota staff, Vote Yes chairs, school district administration and consultants.
- Work with Education Minnesota and other co-chair to create a campaign plan/timeline of campaign activities a minimum of 30 days prior to the day the referendum election date.
- Request from the district and provide a properly formatted spreadsheet of all parents and staff for mail and phone bank lists.
- If a Vote Yes has not been formed at the date of hire, work with the district to assemble a Vote Yes committee consisting of staff and community members.
- Must run a phone campaign approved by Education Minnesota.
- Work with Vote Yes chairs to set phone bank dates, times, and location. Should schedule enough dates to make 2 full passes through targeted phone lists created by Education Minnesota. Education Minnesota can assist on what the number of phone bank sessions need to be.
- Recruit phone bank volunteers from district staff. Work with Vote Yes committee to recruit community members to phone.
- Staff phone banks or make sure there is a lead person to run phone bank when unavailable.
- Work with Vote Yes and Education Minnesota on creating phone and/or door scripts.
- Work with Vote Yes and Education Minnesota on picking design layout and approving text for mail pieces.
- Help develop and coordinate other campaign-related activities as needed.
- Have bi-weekly phone calls with Jim Meyer/Education Minnesota referendum staff to discuss progress of campaign.