

Administrative Procedure 180

PROCEDURES FOR ELECTION OF BOARD MEMBERS

Background

The Board shall make available to its electors appropriate information with respect to school board elections.

1. Informing Electors

The Director of Education shall implement these procedures to inform electors.

The Board of Education shall provide through school newsletters, information regarding eligibility of electors in Saskatchewan Rivers Public School Division elections. The Returning Officer for civic elections provides similar information in the local press.

At least one month prior to nomination day, the Board of Education shall publish in at least one local daily newspaper an announcement of the election, giving nomination and election dates and qualifications needed by the candidates and the electors. The announcement will inform the candidates that an information package is available to them at the offices of the Saskatchewan Rivers Public School Board of Education.

2. Trustee Election Package

The trustee election package shall include, but not be limited to, the following:

- The most recent Annual Report of the Saskatchewan Rivers Public School Division Board of Education.
- Excerpts from the Local Government Election Act.
- The current edition of the School Locations map.
- A copy of the Nomination form.
- A copy of the Notice of Call for Nominations.
- Information regarding the nomination and election of school board members
- Schedule of Trustee Meetings
- Trustee Expense and Remuneration Schedule

3. Orientation Workshop

The Board of Education shall hold a new board member's orientation workshop following a general election.

4. Advertising on School Board Property

The Saskatchewan Rivers School Division wants to ensure that the election process does not negatively impact on the operation of our schools. The following restrictions have been approved by the Board of Education:

- 4.1 Candidates or their agents in a Federal, Provincial, Municipal, or School Board election are not allowed to advertise either directly or indirectly on school property.
- 4.2 Candidates or their agents in Federal, Provincial, Municipal, or School Board elections are not to campaign or make speeches at schools during the day. An exception may be made, with the approval of the Director.

5. Advertising in a School Board Election

Every person who distributes an advertisement in a manner that is not in accordance *The Local Government Election Act, 2015* is guilty of an offence and liable on summary conviction to a fine of not more than \$5,000.00, to imprisonment for a term of not more than two years or to both.

Approved: April 18, 2016