

# How to Navigate Running for School Board

## Critical School Board Election Information

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## April 2021 School Board Election Presentation Goals

We'll Share:

- Tools to Navigate the 2021 School Board Election
- Insights into the Work of the Board of Education and Characteristics of Board Members
- Safety Tips for Candidates and their Constituents in this COVID-19 Environment
- Reminders about the Unexpected in the Election Process



## Why Local School Boards

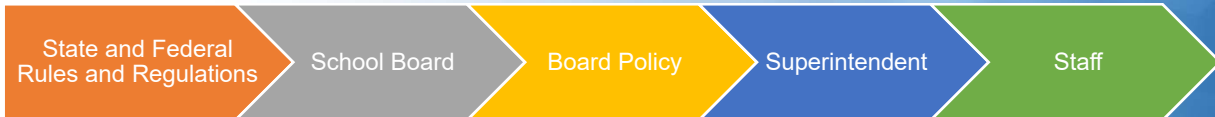


*Your local school board makes decisions that*

- *Determine how your community's children are educated.*
- *Support teaching and learning necessary for student success.*
- *Determine how tax dollars are spent.*



## Legal Authority



## Foundation Principles of Effective Governance

- 1. The board clarifies the district's purpose.*
- 2. The board connects with the community.*
- 3. The board employs a superintendent.*
- 4. The board delegates authority.*
- 5. The board monitors performance.*
- 6. The board takes responsibility for itself.*



## You are one of seven members of the governing team

- Whole board governs as equals, not one individual board member.
- Listen to each other, contributions of each member is important.
- Accept responsibility for group decisions and board behavior.
- Behavior and attitude of board members affects the reputation of the board and the entire school system.



## Governing Team Roles



### BOARD

- Role is to **Govern**
- Employs the superintendent (the board's only employee)
- Sets direction and policy
- Allocates resources
- Monitors progress toward set goals
- Accountable to the community

### SUPERINTENDENT

- Role is to **Manage**
- Oversees the day-to-day operations of the district
- Manages staff
- Implements policies
- Implements goals set by the board
- Accountable to the board



## Governing Team Roles

### BOARD



### SUPERINTENDENT and ADMINISTRATION

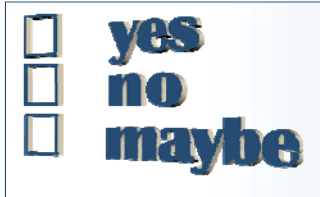


## Work of a school board member

- ✓ Prepares for the board meeting
- ✓ Attends every board meeting
- ✓ Shares thoughts before a decision is made
- ✓ Advocates for all students
- ✓ Attends district events
- ✓ Participates in training
- ✓ Stays current of education issues (local, state, and federal)



## Questions to ask yourself



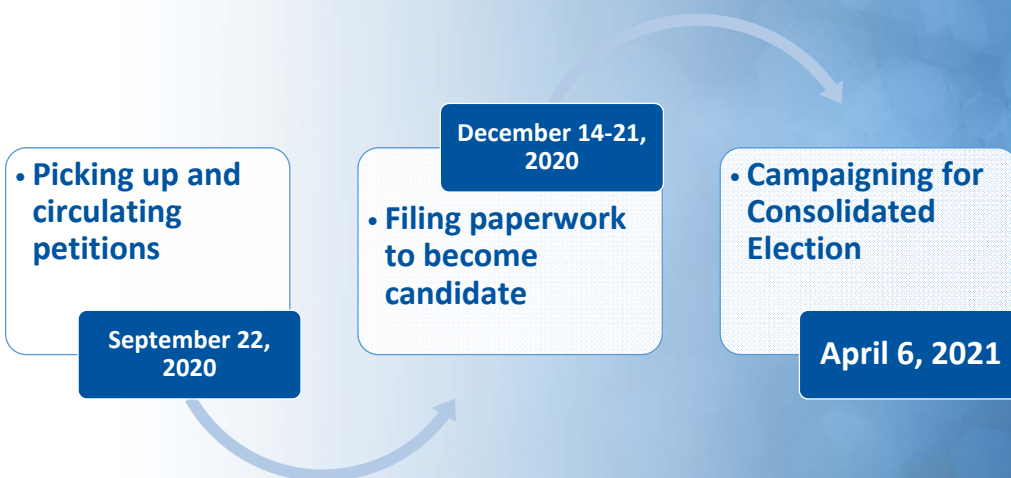
Will you actively work to inspire all stakeholders to have confidence in local public schools?

Are you committed to focusing on a broad range of district concerns rather than a single issue?

Are you committed to doing what is right for all students?



## School Board Election Timetable



## Reminders & Mistakes to Avoid

### *Petition Circulation*

- P-7 or P-7A? Which petition is right for our school district's board candidates? Page 50, *2021 Candidates Guide*
- "Print" name on candidate's petition sheet
- State the office correctly on all petition sheets
- State the term of office correctly – full term or unexpired
- Consecutively number each page of the petition for nomination
- Sign each nomination petition before a notary public



## Reminders & Mistakes to Avoid

### *Petition Circulation (cont.)*

#### **Properly collect qualifying signatures**

- Each person signing a petition in presence of the circulator
- Illegible voter signatures
- Signing nominating petition sheet for another voter
- Not enough valid signatures
- Unqualified voters signing petition sheets



## Petition Circulation

### *In a COVID-19 World*

#### Health concerns

- In-person nomination petition circulation
- In-person authentication of petitions and signatures
- Signature collection and notarization
- Petition events/caucuses
- Signs of relief or flexibility for these in-person requirements from the Governor or courts?



## Petition Circulation

### *In a COVID-19 World (cont.)*

- **Follow CDC/IDPH/local health department guidance** – gathering size restrictions, mask wearing, social distancing, hand hygiene, cleaning/disinfection, staying home when appropriate, etc.
- **Follow protocols of facility** where any events are held





## Reminders & Mistakes to Avoid

### *Petition Filing*

**Filing? Consult the Candidate Checklist** Page 14, *2021 Candidates Guide*

- File a proper **Statement of Candidacy**
- File **Statement of Economic Interests** properly with the correct office and file the receipt with nomination petitions
- Spending Money on the Campaign & Receiving Contributions? *You may have to file **disclosure reports**.* Pages 21-22, *2021 Candidates Guide*
- Make the filing (nominating petitions/Statement of Candidacy/SEI receipt) in the correct office



## Other Issues to Be Aware Of

- *At large vs. congressional township* seat residency qualifications

### **Vacancies**

- *Vacancy* timelines – unexpired term is filled at election *unless* vacancy occurs:
  - ✓ Less than 868 days remaining in term OR
  - ✓ Less than 88 days before next regularly scheduled election

### *Write-In* **Candidates**

- *Timing is everything...* Grab the guide from the *2021 Candidates Guide*, page 13.



## Petition Filing *Where & When?*

### 2021 SCHOOL BOARD ELECTION DEADLINES



Candidates for the April 6, 2021 school board election **signed nominating petitions** due to the county clerk's office or the county board of election commissioners **between December 14 and 21.**



Last day to file  
**objections to  
nominating petitions**  
(December 29)



Last day to file a  
**withdrawal of  
candidacy form**  
(January 28)



Last day to file a  
**declaration of intent  
as a write-in candidate**  
(February 4)

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## Resource Links

- Key April 2021 Election Dates and Candidate Forms: [www.iasb.com/elections](http://www.iasb.com/elections)
- 2021 Candidates Guide (SBE): <https://elections.il.gov/Downloads/ElectionOperations/PDF/2021CanGuide.pdf>
  - ✓ Board of Education Members Guide & Petition Forms Links: Page 50
  - ✓ Candidate Checklist: Page 14
  - ✓ Contributions & Disclosure: Page 21-22
  - ✓ Write-In Candidates: Page 13
- "Getting on, and Staying on, the ballot" <https://www.iasb.com/about-us/publications/journal/2016/september-october/getting-on,-and-staying-on,-the-ballot/>
- Qualifications & Characteristics of School Boards: <https://www.iasb.com/memberships-and-divisions/school-board-elections/information-for-candidates/>
- Webinar & Other Election Related Helps: [www.iasb.com/elections](http://www.iasb.com/elections)
- Conflict of Interest & Incompatible Offices FAQ <https://www.iasb.com/policy-services-and-school-law/guidance-and-resources/>



## Additional Resources at IASB.com

- **Free pamphlets and tools**

*Guide to Recruiting School Board Candidates*

*Understanding School Finance*

*Qualifications and Characteristics  
of School Board Members*

*Board Member Turnover*

*Insights into What School Boards Do*

- **Key election dates, legal references**
- **School board governance basics**

