

Edmonton Public School Bulletin for Trustee Candidates

Running for Office

Edmonton Public Schools believes "it takes a village to raise a child." By promoting and encouraging supporters to run for the office of elected School Board Trustee, we provide all citizens the opportunity to shape the direction local education takes. The District is committed to providing an environment that will give all candidates—those seeking election for the first time, and those candidates who are seeking re-election—fair access to the electorate.

City Council, Mayor and School Board Trustee elections are held on the same day and are conducted by the City of Edmonton in accordance with the *Local Authorities Election Act*.

See http://www.qp.alberta.ca/1266.cfm?page=L21.cfm&leg_type=Acts&isbncln=9780779760480

Election Day is Monday, October 21, 2013.

Nomination Day will be held four weeks prior to Election Day on Monday, September 23, 2013.

Nomination forms can be obtained from the City of Edmonton Elections Office.

See http://www.edmonton.ca/city_government/municipal_elections/running-for-office.aspx.

Eligibility

The *Local Authorities Election Act*, Section 21 (1) states that, a person is eligible to be nominated as a candidate:

- if the person is eligible to vote;
- has been a resident of the local jurisdiction for 6 consecutive months immediately preceding nomination day¹; and
- is not otherwise ineligible or disqualified.

Wards

Nine Trustees are elected for Edmonton Public Schools from nine wards (*Wards A through I*) in accordance with Section 26 of the *School Act* as set out in Ministerial Order 007/2010. The candidate receiving the greatest number of votes in each ward shall be elected as Trustee for that ward. While Trustees are elected from wards, they represent all members of the Edmonton Public Schools electorate.

Access to candidates is facilitated by the District through the City of Edmonton Election's website. Links to candidate websites and video interviews will be located on the site.

Edmonton Public Schools is not responsible for the content or accuracy of any candidates' web site. If there are any questions or concerns, please contact the candidate directly.

¹ Notwithstanding this criterion, a candidate for trustee of a board of a school district that is wholly or partly within the boundaries of a city is not required to be a resident of the ward but must be a resident of the school district.

1. Online video interviews

Following Nomination Day, Edmonton Public Schools arranges online video interviews that can be accessed at any time during the election campaign through the City of Edmonton Elections website and the District website. The interviews are organized on the website by ward, by candidate and by question, to provide the electorate quick and user-friendly access to candidate information.

The format of the video interviews is similar to those used for Mayor and City Councillor forums. Trustee candidates will provide a brief introduction and explain why they are running for office. Candidates will then answer a common set of questions (the same questions will be asked of each candidate) within a set period of one minute per question.

2. Link on District website to City of Edmonton for Municipal/Trustee Elections

Edmonton Public Schools will provide a link to the City of Edmonton website where candidate campaign information may be accessed. Candidates are required to complete a Contact Information Form, which is provided with nomination papers on Nomination Day for submission to the City of Edmonton.

Political Activities on District Property

The Board prohibits campaigning in or through Edmonton Public Schools by individual candidates as well as the posting or distribution of campaign materials on lands, within buildings, or through communication vehicles owned by the Edmonton Public School Board with exceptions as indicated in Board Policy JJA.BP – Electioneering and Politically Motivated Communications (<http://www.epsb.ca/policy/jja.bp.shtml>).

School property is identified as follows:

- Schools and administrative buildings
- School grounds, including the parking lot
- The sidewalk leading to the entrance of buildings

School Council Meetings

With respect to campaigning, candidates cannot ask to speak at a school advisory meeting nor can a school council invite an individual candidate to a school advisory council meeting to speak about their candidacy or the ensuing election. All candidate forums are permitted.

Incumbents are allowed to continue their work as Trustee in relation to school councils; however, discussions relating to the individual Trustee's election campaign are prohibited.

Use of District Resources

Candidates are prohibited from using District resources such as the internal mail service or distribution of campaign materials through the District e-mail system, staff and printing services.

Incumbents who are seeking re-election are prohibited from using Edmonton Public Schools' District resources including email, fax or mail services for the purposes of campaigning.

Ineligibility of Employees

Section 22(1)(b) of the *Local Authorities Election Act* states that, a person is not eligible to be nominated as a candidate in any election if the person is an employee of a school jurisdiction for which the election is to be held unless the person is on a leave of absence.

Further, Section 5.1 of the *Local Authorities Election Act* states that, an employee who wishes to be nominated as a candidate for election as a Trustee of a school board may apply to his or her employer for a leave of absence without pay on or after July 1 in the year of an election but before the employee's last working day prior to nomination day.

Campaign Disclosure Statements

The *Local Authority Elections Act* Part 5.1 Municipal Election Finance and Contribution Disclosure, applies to individuals nominated as a candidate for election as mayor or councillor of a municipality.

Section 118(2) of the *Local Authorities Election Act* states that, with respect to an election of a School Board Trustee, an elected authority may, by a bylaw, require that candidates prepare and disclose to the public statements of all their campaign contributions and campaign expenses, and may prescribe how campaign contributions not used for campaign expenses must be used.

Edmonton Public School District No. 7 believes it is important for candidates to be accountable to their electorate and has enacted a bylaw requiring public disclosure of campaign contributions and campaign expenses. The bylaw was approved at the March 19, 2013 Public Board Meeting. To view the bylaw please go to edmonton.ca/EPSCCampaignFinances.

Once Elected

Candidates receive information on Nomination Day with respect to what is required of them immediately following Election Day, should they be elected.

If you are elected as a Trustee, Section 81 of the *School Act* requires each Trustee file with the Board's secretary a statement showing:

- (a) the names and employment of the Trustee and the Trustee's spouse or adult interdependent partner and children;
- (b) the names of the corporations, partnerships, firms, governments or persons in which the Trustee has a pecuniary interest; and
- (c) the names of the corporations, partnerships, firms, governments or persons in which the Trustee's spouse or adult interdependent partner or children under 18 years of age have a pecuniary interest.

Time Commitment

The Trustee position is expected to be part-time. A Trustee's workload varies from 10 to 30 or more hours a week depending on the time of year, the length of business meeting agendas, the number of positions or committees for which he or she is serving on behalf of the Board, board representation and obligation to attend district-hosted and external events and his/her own personal choices for extra community involvement. Meetings and events occur during business and school hours, evenings and on weekends.

Remuneration

The *School Act* allows a Board to provide for honoraria and payment of travel and other expenses. Accordingly, the Edmonton Public School Board has established policy and procedures related to Trustee remuneration. For details see the Trustee Handbook please go to <http://epsb.ca/policy/contentb.shtml>.

Orientation and Board Development

Within the first few weeks following the election, a number of orientation sessions will be provided for the new Board of Trustees in preparation for the Organizational Board meeting, the first regular board meeting and District Results Review meetings. A calendar of meetings scheduled within the first few months of the election will be provided to candidates on Nomination Day.

For more information:

Election & Census Services
16304 - 114 Avenue
Edmonton, AB T5M 3R8

Phone: 780 498 8008

Or

Board Office
Edmonton Public Schools
Centre for Education
One Kingsway
Edmonton, AB T5H 4G9

Phone: 780 429 8015

References:

http://www.edmonton.ca/city_government/edmonton-elections.aspx
http://www.asba.ab.ca/trustee_election13.asp **Alberta School Boards Association**
<http://www.qp.alberta.ca/documents/Acts/s03.pdf> (***School Act***)
<http://www.qp.alberta.ca/documents/Acts/L21.pdf> (***Local Authorities Election Act***)

May 24, 2013

Edmonton Public Schools Board Policies and Regulations

CODE: JJA.BP
TOPIC: Electioneering and Politically
Motivated Communications

EFFECTIVE DATE: 11-09-2007
ISSUE DATE: 12-09-2007
REVIEW DATE: 09-2014

District staff, students and resources shall not be used for distribution of politically motivated communications or campaign materials with the exception of Board authorized advocacy communications and as outlined in this policy.

For the purposes of this policy, a "campaign" means an attempt by an individual or group to create action by students, staff, or others for a political objective.

The Board of Trustees believes that district resources should only be used for administrative and instructional purposes consistent with the Board's education mandate under the *School Act*.

1. The Board of Trustees believes that a locally elected school board is integral to public education and therefore, the District, under the direction of the Superintendent of Schools, shall play an active role in disseminating information to the electorate about school board elections. Any materials posted or distributed by the District regarding candidates for school board elections shall treat all candidates equally and may not solicit or imply support for any individual candidate or slate of candidates.
2. The Board prohibits campaigning in or through Edmonton Public Schools by individual candidates or parties for school board, municipal, provincial or federal elections except that:
 - a. schools may organize all-candidate forums for educational purposes; and
 - b. school space may be rented after school hours by a candidate or party on a commercial use basis.
3. The Board prohibits the posting or distribution of campaign materials associated with school board, municipal, provincial and federal elections on lands, within buildings, or through communication vehicles owned by the Edmonton Public School Board except that campaign materials may be:
 - a. posted and distributed in that portion of a school rented for a campaign meeting or being used for an all-candidate forum, however, all political materials must be removed from school premises at the end of any such meeting;
 - b. used as classroom teaching aids on condition that support for an individual candidate or political party is not solicited; and
 - c. posted and distributed regarding school board elections as directed by the Superintendent of Schools and in accordance with Section 1 above.

Reference(s):
[*School Act*](#) Section 27(2)
