

# 2020 Board of Trustee Parent Elections

## Hautapu School School profile number: 1735

Nominations are open for the election of 2 parent representatives to the board of trustees.

### Your nomination form is enclosed

You can use this form to nominate yourself or someone else in your community. We have nomination forms available in Te Reo Māori and some other languages. Please contact the returning officer if these are required.

### Nominating yourself or someone else

If you are on the voting roll and eligible to vote, you can nominate yourself. Please remember to sign **both** parts of the form.

If you are nominating someone else, complete the nomination form and make sure it includes all the required contact details and signatures.

You can post, hand deliver or email your nomination form/s to the returning officer (see details below). Nominations close at noon on Sunday 1<sup>st</sup> November.

### Candidate statement

If you are a candidate, you are invited to submit an optional statement (up to 400 words) and photo. Make sure your statement is received by noon on Sunday 1<sup>st</sup> November so that it can be sent to voters with the voting papers.

The returning officer may remove or edit any part of the candidate's statement if it exceeds 400 words or is offensive or defamatory.

### Electoral roll

The electoral roll is held at the school office and can be viewed during normal school hours.

### Eligibility

Anyone can stand for election for the board of trustees, except for some exclusions. For further information on eligibility visit [www.trustee-election.co.nz](http://www.trustee-election.co.nz).

If you are not on the voting roll you must be nominated by a person who is.

### Scrutineers

A candidate may nominate a person to sit with the returning officer during the vote count to make sure it is done correctly. Please advise the returning officer in writing of your scrutineer's name and contact details before election day. Candidates **cannot** be scrutineers.

### Voting and results

If there are more nominations than vacancies for parent representatives, a voting election will be held. Eligible voters will be issued voting papers and candidate statements, on or before Friday 6<sup>th</sup> November.

The poll closes at 4pm on Friday 4<sup>th</sup> December. The highest polling candidates will be elected to the board of trustees and results will be notified to the school community and other affected parties.

**Post, hand deliver, or email completed nomination form/s to:** *Geraldine Kavanagh, Hautapu School, 5 Hana Lane, RD1, Cambridge 3493 or email: [admin@hautapu.school.nz](mailto:admin@hautapu.school.nz)*