

22 May 2019

Memo 10: 2019 school trustee triennial elections

Kia ora,

Nominations are almost closed!

Nominations must be closed at **noon 14 days prior to the election date**. For those using the common election date of **Friday 7 June 2019** nominations must be closed **at noon Friday 24 May 2019**.

In [memo 9](#) we looked at:

- Nomination period
- Monitoring the number of nominations received.

What to do after nominations close

The next step for your board depends on how many valid nominations you have received and how many positions are available.

Note: The bullet points below relate to schools that are NOT running a staggered (mid-term) election:

- If there are FEWER than 3 valid nominations to form a board, you need to contact your [NZSTA](#) for further advice.
- If there are 3 or more valid nominations AND this number is greater than the number of positions advertised, a voting election must be held.
- If there are 3 or more valid nominations AND these are fewer* than OR equal to the number of positions advertised, you can declare all candidates elected. Pages 17 and 22 of the [Returning Officers' Handbook 2019-2022](#) have a sample Results Declaration Notices your returning officer can use to declare the results.

**Incoming boards formed from 3 or more nominations but FEWER nominations than the number of positions advertised must fill these positions as casual vacancies. These vacancies must be filled by by-election or selection. Please contact the NZSTA Election Advice Line on 0800 353284 for support.*

A voting election - encourage your parent community to vote

If your election is going to a vote, your returning officer will be preparing the voting papers to be delivered to all eligible voters.

It is important to remind parents about the importance of voting. A 'meet the candidates evening' is one effective way to do this. For more ideas see the [election planner](#).

Parents need to be aware of the tight deadlines around voting day. **Voting closes at noon on election day.** For schools using the common election date this is **Friday 7 June.** Posted votes must be postmarked before this time and be received by the returning officer **no later than 5 days** after the election date. Late votes cannot be counted so you must remind parents of the importance of returning their voting papers as soon as possible.

Every eligible voter should vote to ensure that elected boards represent the community, have a good mix of gender, ethnicity, skills and experiences to bring to the board table. This can make a positive difference to your children's learning.

Contact the NZSTA Elections Team

Our team is here to support your board during the trustee elections:

- [Trustee elections website](#)
- NZSTA Election Advice line 0800 ELECTION (0800 353 284)
- Email electionsadvic@nzsta.org.nz

Kind Regards,

NZSTA Elections Team

