

9 May 2019

Memo 8: 2019 triennial school trustee elections

Kia ora,

Deadline for calling for nominations

For school's using the common election date of Friday 7 June 2019 we are now approaching the deadline to call for nominations which is Friday **10 May 2019**. If your returning officer has not called for nominations yet you must do so now.

In [memo 7](#) we looked at:

- Returning officer appointment deadline
- Nominations
- Sample parent election notice for combined advertisement
- Postal service delivery timeframes
- Promoting the elections.

Promoting the call for nominations

To promote the call for nominations we recommend taking the following actions:

- Ensure elections brochures/flyers are sent to all parents – teachers could consider assigning a homework assignment for students to pass these onto their parents.
- Invite prospective trustees to come along and observe a board meeting.
- Hold special election social events and information sessions – include the wider community.
- Generate articles in the school newsletter.
- Consider short interviews with current trustees about their experience as a trustee.
- Help your election organiser think of good media stories.
- Put up posters at school and in the community.
- Send out letters to parents and caregivers inviting them to stand.
- Encourage a word-of-mouth campaign.
- Distribute information on the opportunities, challenges and rewards of being a trustee.
- Publicise the school's achievements and the future plans for the school - make this something that people want to be part of.
- Gain support from local iwi, church and community leaders.
- Target your campaign to the skills and attributes that you require on your board.

- Make sure you are campaigning for both parent and staff trustees.

Check out our [Election planner](#) booklet for more tips for boards on getting your school community involved in the elections.

Election resources

We have provided a range of promotional election resources on the [trustee election website](#). You should have now received hard copies of the election flyer. Check out the trustee election website to find electronic versions of the election flyer in English, Te Reo, Chinese, Samoan, Tongan and Tagalog (Filipino).

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

