



Elections update

24 April 2019

Memo 6: 2019 triennial school trustee elections

Kia ora,

Last call: Have you appointed a returning officer?

If you have not yet appointed a returning officer please remember that you must do so **37 days prior to the election date**. For those using the common election date a returning officer must be **appointed by Wednesday 1 May 2019**.

According to our records, around 392 schools do not have a registered returning officer. If you have appointed a returning officer, please remind them to register on the [trustee election website](#) so that NZSTA has their details and can communicate with them throughout the election process.

If you have not appointed a returning officer, please call 0800 353 284 urgently to discuss the steps to take.

Promoting the elections

To encourage nominations and wide voter turnout, boards are strongly encouraged to actively promote the school trustee elections. For ideas on how to promote the elections see the [trustee election website](#). We have also put together an [Election planner](#) booklet to provide you with a timetable of action and tips for boards on getting your school community involved in the elections.

Being a school trustee is an important role that needs people with a range of skills, experiences and attributes who believe in making a positive difference to our children's learning. We encourage you to think about and promote the skills, experience and attributes you hope to attract to your board.

Election resources

We have provided a range of promotional election resources on the [trustee elections website](#). You should receive hard copies of the election flyer by mid-late April.

The election flyer will be provided on the [trustee election website](#) in English, Te Reo, Chinese, Samoan, Tongan and Filipino by early May. If there is no suitable resource in the language(s) of your parent communities, consider translating personalised resources for them. This is an appropriate use of election funding. The Office of Ethnic Affairs can assist with interpretation services for a reasonable charge. Call 64 04 494 0546 or visit [their website](#).

Schools with a staggered (mid-term) election cycle

Boards need to provide their returning officer with correct information about the number of triennial parent representative positions to be filled in their school trustee elections.

If your board has already opted into the staggered election cycle at a previous triennial election, none of the mid-term parent representatives are included in the 2019 triennial elections. They remain in office until November/December 2020.

Also, if one of the mid-term trustees has resigned since the last mid-term elections in 2017, the board must fill this casual vacancy by either selection or a by-election. This is a separate process from the triennial trustee election. (NOTE: boards cannot fill an elected position by co-option). If you need help, please contact NZSTA.

Contact the NZSTA Elections Team

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

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

Kind regards,

NZSTA Elections Team

