



## Reminders & Frequently Asked Questions for School Board Candidates

The Linn-Mar Community School District will have three (3) open seats during the November 2, 2021, school board elections. Each open seat will serve a four-year term.

For questions please contact JT Anderson, Linn-Mar School Board Secretary & Treasurer, at 319-447-3008 or [jtanderson@linnmar.k12.ia.us](mailto:jtanderson@linnmar.k12.ia.us). (*Linn-Mar Learning Resource Center, 2999 N 10<sup>th</sup> St, Marion IA 52302*)

Candidates can access helpful information by visiting the following links:

- Linn County Election Services: [www.linncounty.org](http://www.linncounty.org) (Visit the *Filing for Local Elections* page)
- Iowa Association of School Boards (IASB): [www.ia-sb.org](http://www.ia-sb.org) (Visit the *School Board Elections* tab)
  - Helpful hints: IASB offers a variety of webinars for candidates
- Linn-Mar CSD Board/Policy website: <http://policy.linnmar.k12.ia.us/policy/board-members>

### Procedures for Running for School Board Elections:

*Candidate packets are available via the Linn-Mar Board Secretary or from the Linn County Auditor's Office/Election Services Department.*

- 1. File an Affidavit of Candidacy with Board Secretary between August 23rd-September 16th**
  - a. Be sure to select *NO* to the question that states: *Is the candidate running to fill a vacancy due to death, resignation, removal, or temporary appointment of an office holder?*
  - b. **Reminder:** Once this form is signed and notarized it cannot be altered in any way.
- 2. Collect signatures on Nomination Petition and file with Board Secretary by September 16th**
  - a. Refer to step #1 above to ensure you answer the vacancy question correctly on this form, too.
  - b. 50 signatures needed, but recommended you collect at least 10% more in case there are signatures that do not meet the election requirements (Example: duplicate signatures).
  - c. Signatures *cannot* be on the back side of the document. All signatures must be on an official Nomination Petition form, so ensure you have enough copies to collect your 50+ signatures.
  - d. **Reminder:** Petitioners' addresses cannot be PO boxes and they can only sign once for each candidate.

### Key Dates for November 2, 2021 Elections:

- August 23: First day to file nomination papers (affidavit/nomination petitions) with board secretary
- September 16: Last day to file nomination papers with school board secretary (**by 5:00 PM @ LM LRC**)
- September 17: Board secretary delivers nomination papers to controlling commissioner (*by Noon*)
- September 21: Last day for candidate to withdraw or objections for nominations to be filed
- November 2: Election day (Polls open from 7:00 AM to 8:00 PM)
- November 8 or 9: Final canvass of votes for Linn County schools
- November 10: Linn-Mar School Board organizational meeting to seat new candidates



## 2021-22 Linn-Mar Community School District Board Meetings and Commitments

- **Board meetings are *usually* held twice a month on Monday nights from 5:00-8:00 PM**
  - November 10 – Organizational meeting when new board members will be seated
  - December 13
  - January 10 & 24
  - February 7 & 21
  - March 7
  - April 11 & 25
  - May 9 & 23
  - June 13
  
- **Additional Annual Commitments:**
  - Staff Kickoff Event in August
  - New Teacher Luncheon in August
  - Various School Site Visits Throughout the Year
  - Iowa Association of School Boards Annual Conference (*Usually third week of November*)
  - Graduation Ceremony (*Usually the Sunday before Memorial Day from 1:00-3:00 PM*)
  - Committees/advisories as assigned:
    - Finance/Audit Committee
    - Policy/Governance Committee
    - Career & Technical Education Advisory Committee
    - School Improvement Advisory Committee
    - Facilities Advisory Committee
    - Community Promise
    - Linn County Conference Board

Also included in this packet is the LMCS D *School Board Operations Manual*; provided for informational purposes only. Can also be downloaded from the [LMCS D Board/Policy website](#).