# 23 February 2022

# Triennial School Board Elections 2022 Presiding Member and Principals Memo 1

Kia ora,

Our records show that your school is due to hold triennial elections in 2022.

Please note that **the date for this triennial election has now changed;** they are now to be held between the **5th and 23rd of September 2022**. If your school is not holding an election, please contact us now to update our records.

NZSTA (New Zealand School Trustees Association) is committed to supporting boards and schools to deliver successful elections.

Throughout the election period, we will provide regular updates and resources to ensure schools and kura have all the information they need to promote participation in the election and attract candidates from within their school community.

**Proposed regulation changes**

The Ministry of Education (MoE) is currently consulting on proposed changes to the school board elections through amendments to the Education and Training (School Board) Regulations 2000.

These proposed changes include introducing:

* An option for schools to run electronic voting alongside a paper voting system
* Removing scrutineers for electronic voting
* Removing the long (83 day) option for board elections
* Amending the 63-day timetable to provide more time to prepare voting papers
* Shortening the timeframes to run student elections and staff by-elections.

You can read about the proposed changes [here](https://conversation.education.govt.nz/conversations/enabling-electronic-school-board-elections/). Once MoE has completed its consultation, a decision on the proposed regulations will be made. NZSTA will continue to keep Boards informed of the steps involved in delivering the 2022 Triennial elections including any necessary amendments to the Returning Officer’s (RO) handbook.

**Student Elections**

If your school has students in year nine or above, you must also prepare for student elections in September. Please note that school boards holding a student election in April 2022 will still need to run a student election in September 2022.

Election funding is not provided to boards by the Ministry of Education to run student elections. However, boards still need to appoint a returning officer to deliver their student election and can still decide to pay a fee from their own board funds. This returning officer needs to register [here.](https://www.schoolboardelections.org.nz/returning-officers/returning-officer-registration/)

**Midterm Elections**

If your board is thinking about opting out of a midterm election cycle or opting in to a midterm election cycle, this must be done before June 2022. Please contact us on the **NZSTA Election Advice Line 0800 ELECTION (0800 353 284) for** advice around the process the board needs follow.

**Recommended election date**

**Wednesday 7 September 2022** is the recommended election date for parent and staff elections. If your school chooses to use this date, the following table gives you all the deadlines required to be met. You can now also create your own timetable using our [election planner tool](https://www.schoolboardelections.org.nz/board-resources/election-planning)):

The timeframe for all elections is now 63 days. We will notify you if any changes to this schedule occur.

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| **Event** | **Date** |
| **Select Returning Officer by** | Wednesday 6 July 2022 |
| **Close Main Roll** | Wednesday 13 July 2022 |
| **Call for Nominations by** | Friday 15 July 2022 |
| **Close Supplementary Roll** | Wednesday 3rd August 2022 |
| **Nominations Close** | Friday 5 August 2022 |
| **Voting Papers issued by** | Wednesday 10 August 2022 |
| **Election Day (voting closes)** | **4pm Wednesday 7 September 2022** |
| **Accept postal votes** | Monday 12 September 2022 |
| **Count Votes** | Tuesday 13 September 2022 |
| **Board Takes Office** | Wednesday 14 September 2022 |

**Next steps for boards**

Boards need to start planning for the elections now. We recommend that you aim to confirm the election date at your next Board meeting and discuss the appointment of a Returning Officer. If you plan to hold your election on September 7th, we recommend that you appoint an RO in June to allow enough time to prepare the roll for display. NZSTA provides advice on these steps on our dedicated [elections website](https://www.schoolboardelections.org.nz/).

**Number of representative positions**

Boards need to provide their returning officer with correct information about the number of both parent and staff representative positions to be filled in their triennial elections. If you are unsure how many positions need to be filled at the 2022 triennial elections, please refer to the [school board website](https://www.schoolboardelections.org.nz/board-resources/a-guide-to-board-structure/) or [contact](https://www.schoolboardelections.org.nz/board-resources/contact-us/) our elections team.

**Contact the NZSTA Elections Team**

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

* **School Board Elections website** [**schoolboardelections.org.nz/returning-officers/**](https://www.schoolboardelections.org.nz/returning-officers/)
* **NZSTA Election Advice Line 0800 ELECTION (0800 353 284)**
* **Email** **electionsadvice@nzsta.org.nz**

Ngā manaakitanga ,

NZSTA Elections Team