

TIPS ON FILING FOR THE 2023 SCHOOL BOARD ELECTION

DUPAGE HIGH SCHOOL DISTRICT 88 SCHOOL BOARD CANDIDATE WORKSHOP September 18, 2024

Presented by:

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I. SOURCES FOR ASSISTANCE

A. ILLINOIS STATE BOARD OF ELECTIONS

1. **Website:** www.elections.il.gov
2. **Telephone:** (217) 782-4141; (312) 814-6440

B. DUPAGE COUNTY CLERK ELECTION DIVISION

1. **Website:** www.dupageco.org/election
2. **Webpage for school board packet:**
www.dupagecounty.gov/Election/Candidates_and_Campaigns/63458

DuPage County IL - Election Division - Prospective Candidate Packets

3. **Telephone:** (630) 407-5600

II. THE BASICS

A. WHO: OFFICE QUALIFICATIONS

- 1. U.S. Citizen**
- 2. Resident for at least one year**
- 3. Registered Voter**
- 4. At least 18 years of age**
- 5. Not a school trustee, but other incompatible offices?**
- 6. Not convicted child sex offender, “infamous crimes.”**

II. THE BASICS – cont.

B. WHAT: DOCUMENTS NEEDED

- 1. Petition Sheets – SBE Form P-7**
- 2. Statement of Candidacy – SBE Form P-1A**
- 3. Receipt for Statement of Economic Interests**
- 4. Loyalty Oath (optional) – SBE Form P-1C**



II. THE BASICS – cont.

C. WHERE: COUNTY CLERK ELECTION DIVISION OFFICE

Jack T. Knuepfer Administration Building,
421 N. County Farm Rd., Wheaton,
1st Floor at North end

First Day Only: Auditorium across from office

Not accepted: By mail, fax or electronic



II. THE BASICS – cont.

D. WHEN: FILING TIMES

1. **December 12 through 19 (one week period beginning 113 days before election)**
2. **Office open until 5:00 p.m. last day; 8:00-4:30 other days (check county regular office hours)**
3. **Filing order determines ballot order**
 - those received in mail in first day also deemed simultaneous with those filed on opening of office
 - those received in mail on later day deemed filed on actual receipt
 - ballot order of simultaneous filing for first day resolved by lottery
 - those in line at beginning of office hours (or 8:00 a.m.) considered simultaneous
 - those filing in last hour of last day will also be resolved by lottery

II. THE BASICS – cont.

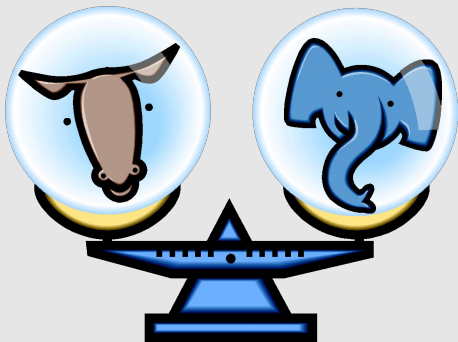
E. HOW MANY

- 1. Minimum signature requirements for school boards: 50
(10% of voters or 50, whichever is less)**
- 2. Tip: get more than minimum!**

III. COMMON ISSUES

A. CANDIDATE'S NAME

1. **Nicknames acceptable**
2. **Political slogans, titles or degrees not permitted**
3. **If name has changed within last 3 years, must state former name and date of name change**



III. COMMON ISSUES – cont.

B. TITLE OF OFFICE

- 1. Correct name of school district**
- 2. Correct title of office**
- 3. Full term or vacancy**
- 4. Election, not nomination**
- 5. Consistency between candidacy and petition sheets**

III. COMMON ISSUES – cont.

C. STATEMENT OF CANDIDACY

1. Name as on ballot
2. Proper address
3. Proper title of office
4. Proper Notarization
 - witness signature



III. COMMON ISSUES – cont.

D. VALIDITY OF SIGNATURES

- 1. “In their own proper person”: no Mom & Pop**
- 2. Printed signatures: consistent with registration**
- 3. Illegible signatures**
- 4. Nonregistered voter**
- 5. Wrong address**
- 6. Incomplete address**
- 7. Out-of-district signers**
- 8. Duplicate signatures on same petitions**
- 9. Signing for opposing candidates**

III. COMMON ISSUES – cont.

E. DATES OF CIRCULATION

- 1. Beginning September 20 (no earlier than 90 days before petitions due)**
- 2. Dates, range of dates, or certificate of compliance with 90-day rule must be stated**

III. COMMON ISSUES – cont.

F. METHOD OF CIRCULATION

1. Signed in circulator's presence
2. Pattern of fraud doctrine



III. COMMON ISSUES – cont.

G. CIRCULATOR QUALIFICATIONS

- 1. Need not be registered voter in district**
- 2. Candidate permissible**
- 3. Circulator for different candidates permissible,
to number of positions open** **up**

III. COMMON ISSUES – cont.

H. CIRCULATOR'S AFFIDAVIT

- 1. Presence of circulator before notary**
- 2. Qualified notary?**
- 3. Jurat form**
- 4. Circulator cannot notarize own signature**
- 5. Candidate may notarize**

III.COMMON ISSUES – cont.

I. ASSEMBLING PAPERS

- 1. Numbering of petition sheets**
 - 2. No photocopies**
 - 3. In book form, fastened at one edge by secure means, not pasted**
 - 4. All papers simultaneously, except maybe receipt statement of economic interest**
- for**

III. COMMON ISSUES – cont.

J. STATEMENT OF ECONOMIC INTEREST

1. **File with county clerk and get receipt**
2. **County clerk of county of district, not candidate's residence**
3. **File in current year (2020)**
4. ***Receipt* filed with petitions, *not statement itself***
5. **May be filed separate, but with same deadline**
6. **Incumbents file once per year**
7. **File separate statements for different governmental units**

IV. ELECTION SCHEDULE FOR APRIL 4, 2023, CONSOLIDATED ELECTION

- September 20, 2022** First day to circulate candidate's nomination papers.
- December 12, 2022** First day to file candidate's nomination papers with county clerk.
- December 19, 2022** Last day to file candidate's nomination papers with county clerk.
- December 27, 2022** Last day to file objections to candidate's nomination papers.
- December 27, 2022** Last day on which candidates who have filed for 2 or more
incompatible offices can file withdrawal of candidacy for all but one
office with county clerk.
- December 28, 2022** Last day for county clerk to hold lottery for ballot position.

IV. TENTATIVE ELECTION SCHEDULE FOR APRIL 4, 2023, CONSOLIDATED ELECTION – cont.

January 26, 2023 Last day to file withdrawal of candidacy with county election authority.

February 2, 2023 Last day for write-in candidates to file notarized declaration of intent with county election authority.

April 4, 2023 Consolidated Election.

April 25, 2023 Last day for county clerk to canvass results and proclaim winners.

May 14, 2023 Last day for new board members to be seated on the board



Role of the School Board

1:10 School District Legal Status

- The Illinois Constitution requires the State to provide for an efficient system of high quality public educational institutions and services in order to achieve the educational development of all persons to the limits of their capabilities.

- The General Assembly has implemented this mandate through the creation of school districts. The District is governed by the laws for school districts having a population of not fewer than 1,000 and not more than 500,000.

- The School Board constitutes a body corporate that possesses all the usual powers of a corporation for public purposes, and in that name may sue and be sued, purchase, hold and sell personal property and real estate, and enter into such obligations as are authorized by law.

Role of a School Board Member

- ▣ Understands the first and greatest concern must be the educational welfare of all students attending the public schools.
- ▣ Understands the Board sets the standards for the district through Board policy.
- ▣ Board members do not manage the district on a day-to-day basis. Board members determine the “what.” Administration determines the “how” and “who.”
- ▣ Understands the Board makes decisions as a team. Individual Board members may not commit the Board to any action.

Goals of a School Board Member

- ▣ Commits to the development of educational programs that meet the individual needs of every student, regardless of ability, race, sex, creed, social standing or disability.
- ▣ Directs the work of the superintendent related to the development of procedures for the regular and systematic evaluation of programs, staff performance and School Board operations to ensure progress toward educational and fiscal goals.
- ▣ Oversees the development of effective School Board policies, which provide direction for the operation of the schools and delegate authority to the Superintendent for their implementation.
- ▣ Authorizes the development of systematic communications that ensure the School Board, administration, staff, students and community are fully informed, and the staff understands the community's aspirations for its schools.

Board Committees

- ▣ The School Board creates Board committees as the Board deems necessary. The Board President makes all Board committee appointments, unless specifically stated otherwise.

- ▣ District 88 Board of Education commitments:
 - Board meetings (about 20 a year)
 - Closed session meetings (about 17 a year)
 - Committee meetings (about 75 a year)
 - Events (invited to school events each week; three-day conference in November each year)

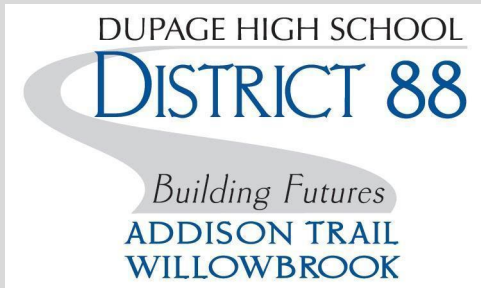
Special Assignment Committees

- ▣ Citizens Advisory Council
- ▣ Community Intergovernmental groups
- ▣ Legislative Educational Network of DuPage
- ▣ SASSED Alternate
- ▣ Board Scholarships Selection
- ▣ Summer Purchases
- ▣ IASB Governing Board Representative
- ▣ D88 Foundation Committee

Standing Board Committees

- Behavioral Interventions
- Buildings and Grounds
- Curriculum Council
- Evaluation and Compensation
- Finance Committee
- Negotiations Committee
- Policy Committee
- Wellness/Employee Recognition

My Contact Information



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