

September  
2008

*Provided by*  
**Illinois  
Association  
of School  
Boards**

# 2009 School Board Election Calendar

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**Note:** Information in parentheses refers to the appropriate state statute. The Election Code is found at 10 ILCS 5/1-1 et seq., while the School Code is at 105 ILCS 5/1-1 et seq.

## ***Duties of the School Board Secretary (Local Election Official)***

**Tuesday, October 28, 2008** — First day that prospective candidates may circulate nominating petitions for signatures for the April 7, 2009 school board election. (Election Code 10-4)

**Saturday, January 10, 2009** — Last day to publish notice of the time and place for filing nominating petitions. *This is optional.* (School Code 9-10)

**Monday, January 19** — First day that candidates may file nominating papers with the board secretary for the April 7, 2009 school board election if the office of the school district is open this day. (School Code 9-10 and Election Code 10-6)

**Tuesday, January 20** — First day to file nominating papers for candidates for the April 7, 2009 school board election in school districts where the office is closed on January 19 in observance of Martin Luther King's birthday. (School Code 9-10 and Election Code 10-6)

**Monday, January 26** — Last day candidates may file nominating papers with the board secretary. (School Code 9-10 and Election Code 10-6)

*Also*—Last day for the school board secretary to notify candidates, in writing, of the acceptance of their nominating papers. (School Code 9-10)

*Also*—Last day for candidate to file receipt for Statement of Economic Interests to accompany nominating papers. (School Code 9-10 and Illinois Governmental Ethics Act, 5 ILCS 420/4A-105)

**Wednesday, January 28** — Last day for board secretary to provide written Notice of Simultaneous Filing Lottery if lottery is to be held on February 4, the last available day. The law requires notice of at least seven days before the lottery. (School Code 9-11.1 and Election Code 10-6.2)

**Monday, February 2** — Last day to file objections to the nominating papers of candidates who have filed for the April 7 school board election. (Election Code 10-8)

*Also*—Last day for a candidate who has filed petitions for two seats (full and partial terms) to withdraw one or the other. (Election Code 10-7)

**Wednesday, February 4** — Last day for board secretary to hold a lottery to establish the order of names on the ballot in the event of simultaneous candidate filings. (School Code 9-11.1 et seq. and Election Code 10-6.2)

**Thursday, February 5** — Last day for board secretary to certify candidates to the election authority (county clerk or election commission in some locales) for the April 7 school board election. (Election Code 10-15)

*Also*—Last day for board secretary to certify public policy questions to the election authority for referendum at the April 7 election. (Election Code 28-5)

*Also* — Last day candidate may file notarized papers withdrawing nomination. (Election Code 10-7)

**Tuesday, April 7** — Consolidated Election Day.

**Tuesday, April 28** — Last day for the election authority (county clerk or elections commission) to canvass election results and proclaim winners. (School Code 9-18 and Election Code 22-17, et seq.)

(over)

## ***Duties of the Board of Education***

**Saturday, January 31, 2009** — Last day for the school board to adopt a resolution putting public policy questions on the ballot for the April 7 election. Resolution must provide wording for ballot proposition. (Election Code 28-2)

**Tuesday, May 5**—Last day for the school board to reorganize by seating new members, electing officers and setting a time and place for regular meetings. (School Code 10-5 and 10-16)

## ***Important Dates for Candidates***

**Tuesday, October 28, 2008** — First day that prospective candidates may circulate nominating petitions for signatures for the April 7, 2009 school board election. (Election Code 10-4)

**Monday, January 19** — First day that candidates for the April 7, 2009 school board election may file nominating papers with the board secretary if the office of the school district is open this day. (School Code 9-10 and Election Code 10-6)

**Tuesday, January 20** – First day to file nominating papers for candidates for the April 7, 2009 school board election in school districts where the office is closed on January 19 in observance of Martin Luther King's birthday. (School Code 9-10 and Election Code 10-6)

**Monday, January 26** — Last day to file nominating petitions with the board secretary. (School Code 9-10 and Election Code 10-6)

*Also*—Last day for candidate to file receipt for Statement of Economic Interests to accompany nominating papers. (School Code 9-10 and Illinois Governmental Ethics Act, 5 ILCS 420/4A-105)

*NOTE: The Statement of Economic Interests for 2009 must be filed with the applicable election authority between January 1 and January 26 for any incumbent board member seeking re-election as well as for any new candidate (Election Code 10-5).*

**Thursday, February 5** — Last day to file a declaration of intent to run for the school board as a write-in candidate at the April 7 election. Within

ten days after the election authority proclaims winners, a successful write-in candidate must file a statement of candidacy and a county clerk's receipt for the Statement of Economic Interests. (Election Code 17-16.1 and 18-9.1)

**Thursday, February 26** — Last day for organizations to register poll watchers with the election authority. (Election Code 17-23)

**Tuesday, March 24** — Last day for election authority to have poll watchers credentials available for distribution. (Election Code 17-23)

**Friday, April 3** — Last day for the election authority to have ballots printed and available for inspection by candidates and their agents for the April 7 election. (Election Code 5/16-5)

Dear Prospective School Board Candidate:

Congratulations!

Your interest in becoming a member of the District #61 Board of Education is commendable. Should you be elected to the Board on April 7th, you would join more than 6,000 Illinois men and women who contribute countless hours - without compensation - toward maintaining local, lay governance of our public schools. The District #61 Board of Education governs what is probably the largest business in our community and is responsible for a multitude of important functions. The Board makes decisions affecting the future of every child in the District.

As you may already know, three seats on our seven-member Board of Education will be filled at the April 7th election. Winners will take office shortly after the election.

\*Three four-year terms are to be filled with the election.

To be eligible to serve, a school board member must be, on the date of election, a citizen of the United States, at least 18 years of age, a resident of the State of Illinois and the District #61 School District for at least one year immediately preceding the election, and a registered voter. The school board election is nonpartisan, and board candidates do not run under political party affiliation.

Candidates should be aware of financial conflict-of-interest prohibitions and exceptions set forth in state law.

Included with this letter are four forms to be completed by you and returned to the proper official. Illinois law requires that any candidate seeking election to a board of education must file:

- Nominating petition bearing the signatures of at least 50 citizens who are registered to vote in the District, with a notarized signature of the petition circulators;
- A statement of candidacy;
- A receipt from the County Clerk showing that you have filed a Statement of Economic Interests for calendar year 2009.
- The fourth form - a loyalty oath - is optional. You may file it or not, as you wish.

These documents must be filed with the Secretary of the Board of Education or her designated representative during the specified filing period explained later. Your nominating papers must be delivered (by you or someone else) or mailed to District #61, 7414 Cass Avenue, Darien, Illinois 60561. If your nominating papers are delivered, they should be given to one of the following:

Clerk of the Board or one of the Superintendent's Secretaries.

You may begin circulating your nominating petitions for signatures no earlier than October 28, 2008.

Your nominating papers must be filed during the following time period. They cannot be accepted at any other time.

The filing period begins when the office opens at 8:00 A.M. on Tuesday, January 20th. Illinois law provides that names will be listed on the ballot in the order in which they are filed. Any

candidates in line when the office opens on January 20th, and any nominations received in the first mail that day are to be regarded as filed simultaneously. In the event two or more candidates qualify for this “simultaneous filing,” a lottery will be held to determine the order of their names on the ballot. If necessary, the lottery will be held on January 27th at 9:00 A.M.

Note that the school office closes at 4:00 P.M. each day, other than on the last day for filing (Monday, February 5th) when the office will be open until 5:00 P.M. as required by law.

**Monday, January 26, 2009** - The filing period closes at 5:00 P.M. on this date. This is also the last day to file a receipt for your Statement of Economic Interests in the event you did not file it earlier. This also is the last day for the Board Secretary to give you a receipt indicating that your nominating papers are in apparent conformity with the law and that they have been received and filed.

In addition to your receipt for filing, you will receive a notice of your obligations under the Illinois Campaign Financing Act. (Whether you have any obligations under this Act will depend upon the amount of money you will receive or expend in your campaign.)

Please note that the pages of your nominating petitions must be securely bound together with pages numbered consecutively. Each page must carry the notarized signature of the petition circulator. We recommend that you obtain a few more than the required number of signatures just to be safe in the event your nomination petition is challenged. Upon receipt in the school office, your nominating papers will be time-dated.

If you have any questions about nominating procedures or the election, please feel free to call the school office at 630-968-7505 or DuPage County Clerk at 630-407-5500.

Sincerely,

Warren Johnson  
Superintendent of Schools