

SCHOOL BOARD ELECTIONS

November 3, 2024

qesba.qc.ca



**ELECTIONS
JUST AHEAD**

CANDIDATES' HANDBOOK

 **QESBA**

QUEBEC ENGLISH SCHOOL
BOARDS ASSOCIATION

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School Boards

Definition:

A local board or authority responsible for the provision and maintenance of schools.

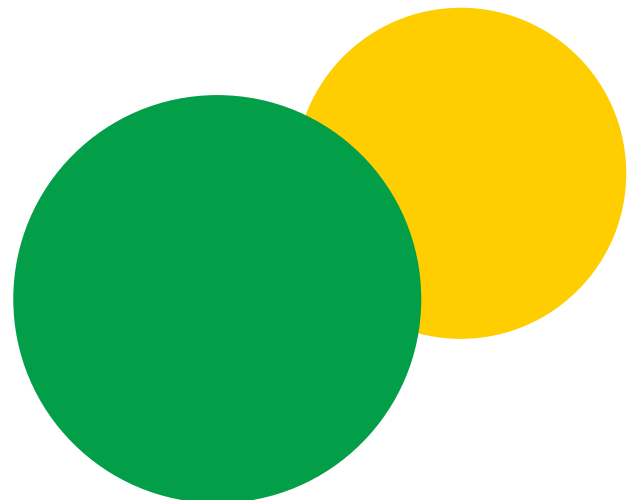
Quebec Education Act:

113. A school board is a legal person established in the public interest.

Council of Commissioners:

Every school board shall be administered by a council of commissioners composed of commissioners who are elected by universal suffrage every four years.

School board election candidates must obtain an authorization to solicit or receive contributions, incur election expenses, or contract loans.



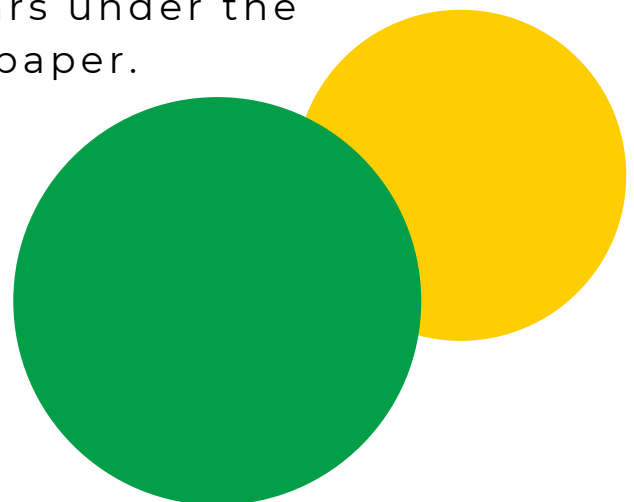
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Who grants the authorization?

The authorization is granted by the Returning Officer of the school board to any elector who is committed to running as a candidate, from January 1st of the year in which the general elections in the school board are held or, in the case of a by-election, from the day when the position becomes vacant. It can also be granted at any time during the election period, until polling day.

Forming a ticket

It is worth noting that the Act Respecting School Elections forbids the creation of political parties. However, candidates with common interests may form a ticket recognized by the Returning Officer. In this light, individuals wishing to run on a ticket must present to the Returning Officer, within the prescribed deadline, a written application for recognition. The name of the ticket, if any, appears under the candidate's name on the ballot paper.



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Information required:

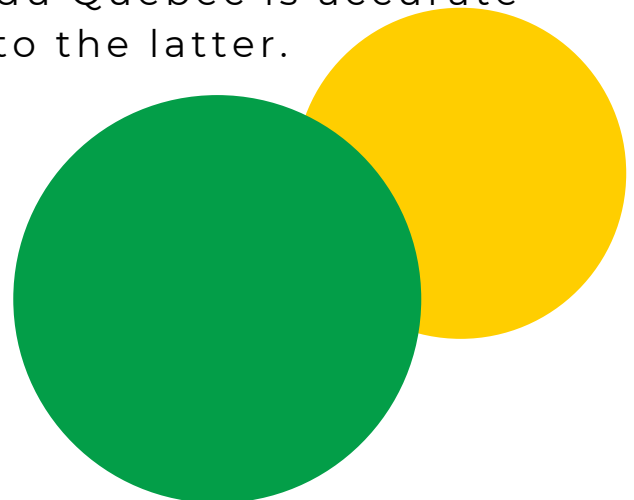
A candidate must provide the following information to obtain an authorization:

Their name, the address of their domicile and their telephone number;

The name of the school board in which they intend to run for the Council of Commissioners;

The address where the books and accounts relating to the funds that they will obtain as a candidate, expenses that they will incur and loans that they will contract are kept.

A candidate does not have to appoint an official representative or an official agent, unlike in the case of a provincial or municipal election. That said, they must ensure that information about them that is held by the Directeur général des élections du Québec is accurate and transmit any modifications to the latter.



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Candidate and financing

The authorized candidate may:

- solicit or collect contributions;
- participate financially in their campaign;
- lend money to his campaign up to a maximum annual amount of \$10,000 (loan and surety);
- contract loans with third parties;
- incur election expenses;
- pay an election expense themselves.

They must also:

- issue contribution receipts to contributors or make sure that these receipts are issued to them;
- ensure that contributions comply with the provisions of the Act;
- deposit the sums collected during political activities or rallies;
- pay annually the interest on loans;
- submit a financial report and, where applicable, the additional financial report;

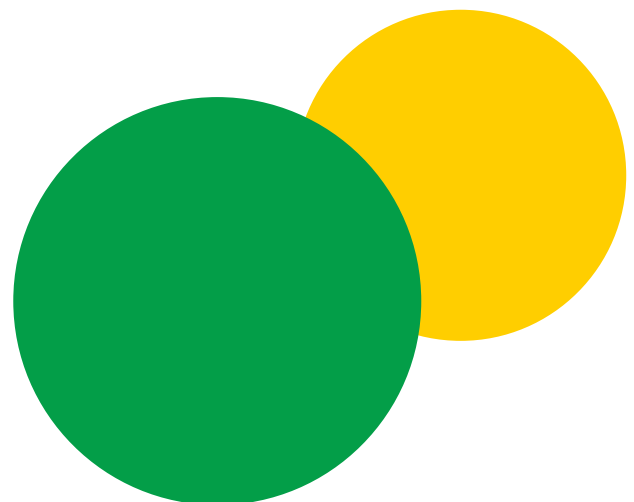
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Candidate and financing

- ensure that every payment of election expenses is supported by an invoice and that the going market price is paid;
- ensure that all advertising bears the remark "Authorized by: name of the candidate";
- ensure that the limit on election expenses is respected; file a return of election expenses.

Admission condition

It is not necessary to be a property-owner or to pay school taxes to run as a candidate, but the person must be entitled to be entered on the list of electors of the school board and, on the date of the election, have been domiciled on this school board territory for at least 6 months.



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Required form

The nomination paper can be obtained from the office of the Returning Officer of the school board. The nomination paper must include, among other things, the surname and given name of the candidate and his signature. Furthermore, it must be supported by the names and addresses of at least 10 electors from the selected electoral division, or if they are a candidate for the office of Chair, at least 50 electors from the given school board's territory.

*A copy can be found at the end of this document.

Period for submitting nomination papers

The period during which a person may file his duly completed nomination paper along with the appropriate documents at the office of the Returning Officer begins on the 40th day and ends at 5 p.m. on the 35th day preceding that set for the election itself. Be sure to check the days and times when the office of your Returning Officer is open.

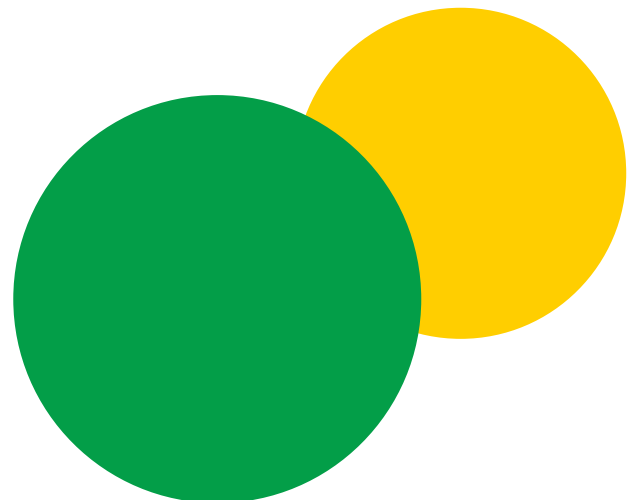
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Maximum amount:

The total amount of election expenses must not exceed the limit set by the Act respecting school elections. This limit is established in the following way:

For the election to the position of school board Chair, an amount of \$3,780 plus \$0.30 per person registered on the electoral list of the school board plus if applicable, a supplement of:

- \$0.10 per person registered on this list, if the density of voters per square kilometer is greater than 1, but less than 10; (see the list below)
- \$0.20 per person registered on this list, if the density per square kilometer is greater than 0.45, but is less than or equal to 1; (see the list below)
- \$0.35 per person registered on this list, if the density per square kilometer is less than or equal to 0.45; (See next page)



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Continued

Supplement of \$0.10 per person registered on the list of electors:

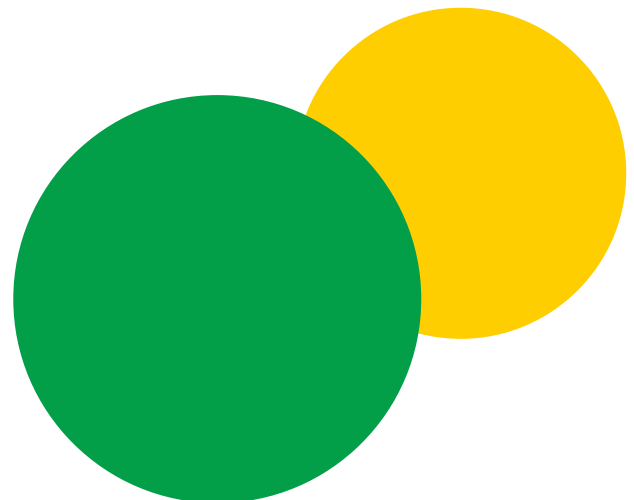
Sir Wilfrid Laurier School Board
New Frontiers School Board
Riverside School Board

Supplement of \$0.20 per person registered on the list of electors:

Eastern Townships School Board

Supplement of \$0.35 per person registered on the list of electors:

Central Québec School Board
Eastern Shores School Board
Western Québec School Board



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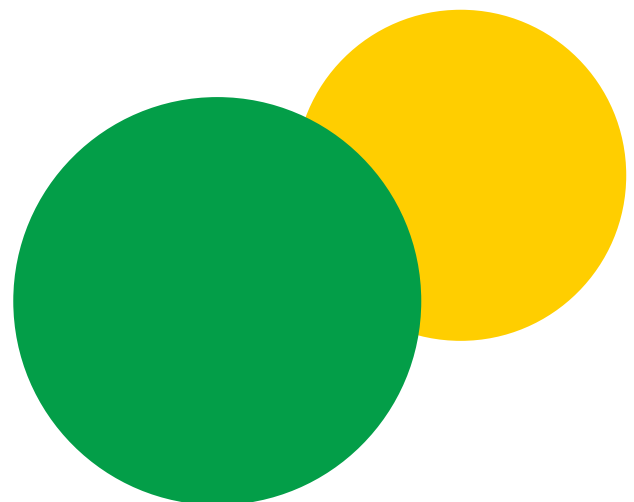
During an election period

Every expense related to an election must be paid out of the election fund, be authorized by the candidate and appear in the return of election expenses.

The Act stipulates that an election expense is the cost of every good or service used during the election period to:

- promote or oppose, directly or indirectly, the election of a candidate;
- propagate or oppose the program of a candidate;
- approve or disapprove courses of action advocated or opposed by a candidate;
- approve or disapprove any act done or proposed by a candidate.

The election period begins on the 44th day preceding that set for the poll and ends on polling day at the close of polling stations.



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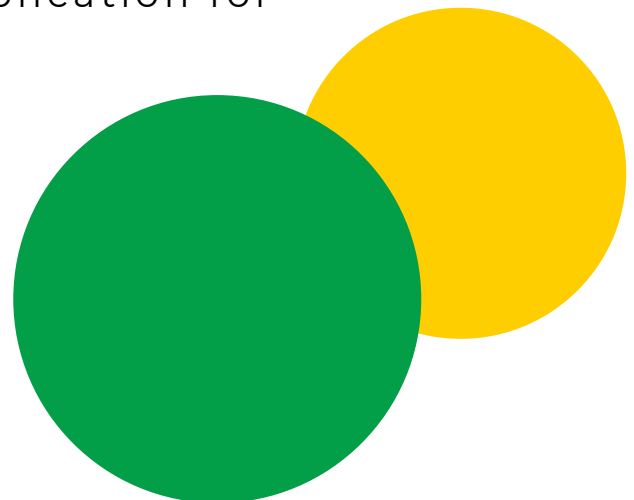
Types of election expenses

Different types of election expenses may be incurred during an election period, namely:

- advertising;
- goods and services;
- rental of premises;
- trips and meals;
- other-than-election expenses.

Advertising expenses are generally the most frequent expenses and also those which account for the lion's share of an election campaign budget. They require greater attention to ensure that the rules applying to such expenses set out in the Act respecting school elections are respected.

Indeed, all advertising or election material must be identified in accordance with the Act to be considered, where such is the case, in an application for reimbursement.



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Who is eligible for the reimbursement?

After having examined the reports and returns of an authorized candidate, the Director General of the school board will reimburse out of the general fund of the school board a portion of the election expenses incurred and paid in accordance with the Act,

- to an elected candidate, or
- to a candidate having obtained 15% or more of the votes cast during the election.

An authorized candidate is also entitled to a reimbursement when the election procedure must be resumed following the death of a candidate.

What is the amount of the reimbursement?

The amount of the reimbursement is set according to the rules established by government regulation. The regulation currently in force sets the reimbursement at:

- an amount equal to 75% for the first \$500 of election expenses;
- an amount equal to 50% for the amount exceeding the first \$500 of election expenses.

Notice to the Anglophone school board

Option or revocation of
option regarding the
exercise of voting rights

This is meant to inform the director general or the returning officer of the school board mentioned above that the elector prefers:

- to exercise his voting right in the school board;
- to revoke his option to exercise his voting right in the school board.

Elector concerned by the option or the revocation

_____	_____	<input type="text"/>
First name	Last name at birth	Telephone number
_____		_____
N°	Street / avenue ...	Apartment
_____		<input type="text"/>
Municipality		Postal code
Sex: F M	<u>Date of birth:</u>	<input type="text"/>
		year month day

Signature

I confirm that I do not have a child admitted in an institution of any of the school board that have jurisdiction on the territory where I am domiciled.

_____	<input type="text"/>
Elector	year month day

Avis à la commission scolaire anglophone

Choix ou Révocation de choix
relatif à l'exercice du droit de
vote

La présente a pour but d'informer le directeur général ou le président d'élection de la commission scolaire, mentionnée ci-dessus, que l'électeur choisit :

- d'y exercer son droit de vote;
- de révoquer son choix d'y exercer son droit de vote.

Électeur visé par le choix ou la révocation

_____	_____	<input type="text"/>
Prénom	Nom à la naissance	N° de téléphone
_____	_____	_____
N°	Rue / avenue...	Appartement
_____	_____	<input type="text"/>
	Municipalité	Code postal
Sexe : F M		<input type="text"/>
	<u>Date</u> de naissance :	année mois jour

Signature

Je confirme que je n'ai pas d'enfants admis dans l'une ou l'autre des commissions scolaires qui ont compétence sur le territoire où est situé mon domicile.

_____	<input type="text"/>
Électeur	année mois jour

RETURNING OFFICERS

<u>SCHOOL BOARD</u>	<u>NAME OF OFFICER</u>	<u>PHONE CONTACT</u>	<u>E-MAIL ADDRESS</u>
CQSB	Vincent LALIBERTÉ	418.688.8730, x3020	vincent.laliberte@cqsb.qc.ca
ESSB	June MAIN-DENIS	418.752.4430	elections@essb.qc.ca
ETSB	Marie-Andrée LAFRANCE	819.580-0607	lafrancem@etsb.qc.ca
EMSB	Nathalie AUDET	514.483.7200, x7264	presidentelections@emsb.qc.ca
NFSB	Luisa BENVENUTI	450.691.1440, x247	lbenvenuti@nfsb.qc.ca
LBPSB	Rosemary MURPHY	514.999.2314	r.murphy@lbpsb.qc.ca
RSB	Lucie DUMAS	514.722.0216	ldumas2@rsb.qc.ca
SWLSB	Lorraine SPERANO GAUTHIER	514.865.5314	lsperano@hotmail.com
WQSB	Rachel VINCENT	819.592.0895	rvincent@wqsb.qc.ca