



VOTING ELIGIBILITY

Determine which school board you are entitled to vote for:

- Public;
- Separate (Catholic); or,
- Conseil Scolaire Fransaskois (CSF).

School Board elections in Saskatchewan, including eligibility to vote, are governed by *The Local Government Election Act, 2015* and its *Regulations* and *The Education Act, 1995* and its *Regulations*.

VOTING IN PUBLIC AND SEPARATE (CATHOLIC) SCHOOL BOARD ELECTIONS

You can register to vote for the **PUBLIC** School Board if on Election Day, you:

1. Are a Canadian citizen;
2. Are at least 18 years of age;
3. Have resided in the school division or on land now in the school division for at least three consecutive months immediately preceding the day of the election; and,
4. Have resided in Saskatchewan for at least six consecutive months immediately preceding the day of the election. (*Local Government Election Act, 2015* - section 36)

You can register to vote for the **SEPARATE** (Catholic) School Board if on Election Day, you:

1. Are a Canadian citizen;
2. Are at least 18 years of age;
3. Have resided in the school division or on land now in the school division for at least three consecutive months immediately preceding the day of the election;
4. Have resided in Saskatchewan for at least six consecutive months immediately preceding the day of the election;
5. Are of the faith of the minority that established the separate school division; for example, if the separate school division was established for people of the Roman Catholic faith, then you must be of the Roman Catholic faith. However, if the Pope in Rome is recognized as the leader of your church, for example, Ukrainian Catholic, you are considered a member of the minority Catholic faith thereby becoming an “elector” for the Roman Catholic separate school board.

VOTING IN CONSEIL SCOLAIRE FRANSASKOIS (CSF) ELECTIONS

CSF elections in Saskatchewan, including eligibility to vote, are governed by *The Education Act, 1995* and *The Conseil scolaire fransaskois Election Regulations*. You may be eligible to vote for the CSF election in addition to being eligible to vote in a public or a separate school board election.

Pursuant to definition of “voter” in section 2 of *The Education Act, 1995*, you can register to vote for the **CONSEIL SCOLAIRE FRANSASKOIS** if you:

1. Are a minority language adult, which requires that on the day of the election, you:
 - a) are a Canadian citizen;
 - b) are at least 18 years of age; and,
 - c) one of the following applies to you:
 - i. your first language learned and still understood is French;
 - ii. you received your primary school instruction in Canada in French, other than French immersion; or,
 - iii. you have a child who has received or is receiving primary or secondary school instruction in Canada in French, other than through a French immersion program.

(The Education Act, 1995 – section 2 “minority language adult”)
 2. You are a resident of Saskatchewan whose current period of residency in Saskatchewan has been for not less than six consecutive months before Election Day, and,
 3. One of the following applies to you:
 - a) you have a child enrolled in a fransaskois school in a francophone education area conducting an election;
 - b) you have a child who is receiving a home-based education program that is registered with the conseil scolaire; or,
 - c) you or your child is receiving a minority language instruction program which is registered pursuant to Section 181 of *The Education Act, 1995* and who is assigned to a francophone education area for voting purposes.



FREQUENTLY ASKED QUESTIONS AND ANSWERS FOR VOTERS

Q. I am not a member of the minority faith that established the separate school division, but I send my children to the separate school. Can I vote for the separate school board?

A. No. You are not qualified to vote for the separate school board if you are not of the faith that established that separate school board. Where your children attend school does not affect your eligibility to vote. (*Local Government Election Act, 2015* – section 36(2))

Q. I am not a member of the minority faith that established the separate school division, but I would like to direct the school portion of my property taxes to the separate school board. Can I then vote for the separate school board?

A. No. You are not qualified to vote for the separate school board if you are not of the faith that established that separate school board. (*Local Government Election Act, 2015* – section 36(2))

Q. There is a Roman Catholic school division and a public school division where I reside. I am a member of the Roman Catholic faith. Can I register to vote for the public school board?

A. Yes. However, you can only register to vote for one school board. (*Local Government Election Act, 2015* – section 36(3))

Q. I am a member of the Roman Catholic faith and my children attend the Roman Catholic separate school. My spouse is not a member of the Roman Catholic faith. Can my spouse vote for the separate school board?

A. No. A person is eligible to vote for a separate school board only if the person is of the religious faith of the minority that established that separate school division. (*Local Government Election Act, 2015* – section 36(2))

Q. I do not live within the boundaries of the school division, but I do own property there. Can I vote in the school board election?

A. No. Only current residents who meet the eligibility criteria referenced in this document can vote in the school board elections. (*Local Government Election Act, 2015* – section 36(1)(d))

Q. Can an elector vote for the Conseil Scolaire Fransaskois (CSF) as well as the public or separate school board?

A. Yes. A minority language adult who qualifies as a “voter” under *The Education Act, 1995* and who votes for the Conseil Scolaire Francophone can also qualify as an “elector” and vote for the public or separate board of education under *The Local Government Election Act, 2015*. To register as a “voter” for the conseil scolaire elections, the individual must be a minority language adult, reside in Saskatchewan, and have a child enrolled in a fransaskois school, home-based education program registered with the conseil or whose child is receiving minority language instruction and who is assigned to a francophone education area. (*The Education Act, 1995* – section 2 “Voter” and “Minority language adult”)

Q. I am a member of the Ukrainian Catholic faith. Can I vote in the Roman Catholic separate school board election?

A. Yes. As a Ukrainian Catholic, you recognize the Pope in Rome as the leader of your church, and as such are considered to be a member of the minority Catholic faith, thereby becoming an “elector” for the Roman Catholic separate school board.

Q. There is a Roman Catholic school division and a public school division where I reside. I am a member of the Ukrainian Catholic faith. Can I vote in the public school board elections?

A. Yes. However, you can only register to vote for one school board. (*Local Government Election Act, 2015* – section 36(3))

Q. Where do I vote?

A. You may call your school division’s or the CSF’s returning officer to find out where your specific polling place is located. (Please contact your local school division to obtain contact information for the returning officer.)

Q. How do I register to vote?

A. You can register to vote at your polling place on Election Day.



RUNNING FOR ELECTION TO A PUBLIC OR SEPARATE SCHOOL BOARD

REQUIRED QUALIFICATIONS

The first matter to consider is whether a candidate is qualified to run for a board of education. The required qualifications for a candidate are as follows:

- The candidate must be a Canadian citizen on the day they are nominated, and maintain their Canadian citizenship thereafter;
- The candidate must be at least 18 years of age on the day of the election;
- The candidate must have lived in the school division for at least three consecutive months immediately preceding the date they submit their nomination paper; and,
- The candidate must have lived in Saskatchewan for at least six consecutive months immediately preceding the date they submit their nomination paper.

(Local Government Election Act, 2015 - section 45)

“CHECKLIST” FOR CANDIDATES

If you decide to run, you must:

- Ensure you meet the required qualifications (listed on this page).
- Get a nomination form from your returning officer. (Please contact your local school division to obtain contact information for the returning officer.)
- Complete the nomination form, including signatures obtained from ten electors in the subdivision or at large area.
- Submit the nomination form to the returning officer.
- Submit a current criminal record check to the returning officer appointed for the board election together with your nomination paper if a current criminal record check is required by board resolution. (Ensure adequate time for criminal record check completion prior to the nomination date.)
- If you are seeking election to the board of education that is situated substantially within a municipality with a population of 20,000 or more, you are required to provide a \$100.00 deposit with your nomination form.

(Local Government Election Act, 2015 - section 67 and 68)

RUNNING FOR ELECTION TO THE CONSEIL SCOLAIRE FRANSASKOIS (CSF)

REQUIRED QUALIFICATIONS

1. The candidate is a minority language adult, which requires that the candidate is:
 - a) a Canadian citizen on the day they submit their nomination paper;
 - b) at least 18 years of age on the day of the election, and,
 - c) one of the following applies:
 - i. the candidate's first language learned and still understood is French;
 - ii. the candidate received their primary school instruction in Canada in French, other than French immersion; or
 - iii. the candidate has a child who has received or is receiving primary or secondary school instruction in Canada in French, other than through a French immersion program.
- d) The candidate is a resident of Saskatchewan whose current period of residency in Saskatchewan has been for not less than six consecutive months immediately preceding the date they submit their nomination paper, and,
- e) One of the following applies:
 - i. the candidate has a child enrolled in a fransaskois school in a francophone education area conducting an election;
 - ii. the candidate has a child who is receiving a home-based education program that is registered with the conseil scolaire; or,
 - iii. the candidate or their child is receiving a minority language instruction program which is registered pursuant to Section 181 of *The Education Act, 1995* and who is assigned to a francophone education area for voting purposes.

- OR -

1. The candidate is a minority language adult, which requires that the candidate is:
 - a) a Canadian citizen on the date they submit their nomination paper;
 - b) at least 18 years of age on the day of the election;
 - c) a resident in the particular francophone education area; and,
 - d) one of the following applies:
 - i. their first language learned and still understood is French;
 - ii. they received their primary school instruction in Canada in French, other than French immersion; or,
 - iii. the candidate has a child who has received or is receiving primary or secondary school instruction in Canada in French, other than through a French immersion program.

“CHECKLIST” FOR CANDIDATES RUNNING FOR ELECTION TO THE CONSEIL SCOLAIRE FRANSASKOIS (CSF)

If you decide to run, you must:

- Ensure you meet the required qualifications.
- Get a nomination form from your returning officer. (Please contact your local school division to obtain contact information for the returning officer.)
- Complete the nomination form, including signatures obtained from at least five voters in the francophone area.
- Submit a current criminal record check to the returning officer appointed for the CSF election together with your nomination paper, if a current criminal record check is required by CSF resolution. (Ensure adequate time for criminal record check completion prior to the nomination date.)
- Submit the nomination form to the returning officer

FREQUENTLY ASKED QUESTIONS AND ANSWERS FOR CANDIDATES

Q. What is a Board of Education?

A. The province of Saskatchewan has 18 public and 8 separate school divisions and one conseil scolaire fransaskois (CSF). Boards of education and the CSF are local governments and have legislative authority to govern the education services provided to their students. Boards and the CSF must consider various issues in making decisions, but in the end, their decisions are based on the best interests of all students. Boards of education and the CSF have an obligation to provide educational services and operate schools. They offer Grades 1 to 12 and many offer pre-Kindergarten and Kindergarten, as well. They involve their communities by informing, listening and considering their communities' values when making decisions. (*The Education Act, 1995* – sections 85, 86, 87 and 88)

Q. What is a “Trustee”?

A. An elected individual member of a board of education or the CSF is defined as a “trustee” in *The Education Act, 1995*. A trustee, acting individually, has no authority to make decisions. A trustee works as part of a team being the board of education. Only the board or the CSF in public session has the power to make decisions that affect schools.

Q. How do I know if I'm eligible to run for a board of education or the conseil scolaire fransaskois (CSF)?

A. The required qualifications for candidates for public and separate boards of education and the CSF are referenced above in this “Resource Package”.

Q. Can I live in one school division and run in another?

A. No. The candidate must live in the same school division in which they will stand for election. (*Local Government Election Act, 2015* – section 45(c)(i))

Q. Can I live in one sub-division and run in another?

A. Yes. However, while a candidate does not have to live in the sub-division in which they are running, all of their nominators must be from that sub-division. (*Local Government Election Act, 2015* – subsections 45(c)(i) and 67(3)(e)(f))

Q. Can I be a candidate if I work for the school division or the CSF in which I want to run?

A. Yes, but you must be placed on a leave of absence immediately upon your nomination. If elected, you will be deemed to have resigned from your employment on the day before the day you are declared elected. (*Local Government Election Act, 2015* – subsections 43(3) and (4); *Education Act, 1995* – subsections 65(3)(4))

Q. Can I be a candidate if I work for another school division?

A. Yes. There is no conflict of interest if your employer is different.

Q. Can I run for public school trustee if I am Roman Catholic?

A. It depends. You can run as a candidate for the public school board if you meet all of the qualifications referenced in this document. However, if you reside in an area where there is also a Roman Catholic Separate School Division and you are going to vote in the election for the separate school board, you will then be an “elector” in the separate school division and can no longer qualify to run in the public school election. You can qualify as an elector in only one school division. (*Local Government Election Act, 2015* – sections 36 and 45)

Q. Can a non-Roman Catholic run for the Roman Catholic school board?

A. No. Only “electors” in the Roman Catholic Separate School Division can be candidates for election to the Roman Catholic Separate School Board. To qualify as an elector in that separate school division, the individual must declare that he or she is a member of the minority religious faith that established the separate school division. (*Local Government Election Act, 2015* – sections 36 and 45)

Q. I pay taxes to the Roman Catholic school division in my area. Can I run as a candidate in the public school board election?

A. Yes. The issue of which school division you pay your taxes to is not related to your eligibility to vote or run as a candidate. To qualify to run for the public school board, you must meet certain criteria referenced in this document. (*Local Government Election Act, 2015* – sections 36 and 45)

Q. My children attend school in a different school division than the one in which I want to run. Can I run for election in a different school division?

A. Yes. The school(s) your children attend is not related to your eligibility to run as a candidate for public or separate school divisions. To qualify to run for one of these school boards, you must meet certain criteria referenced in this document. (*Local Government Election Act, 2015* – sections 36 and 45)

Q. Can I run for the board of education and for another office (for example, city council or the provincial legislature)?

A. Yes, but you cannot be nominated for more than one sub-division within a school division. (*Local Government Election Act, 2015* – subsections 70(1)(c) and (3))

Q. Can a candidate who is running for the board arrange a public forum of candidates? Or should it be set up by another person who is not a candidate?

A. Yes, candidates can arrange public forums, but it is preferable that a public forum be established by an independent third party or body. Candidates are not required to attend public forums.



Q. How do I get nominated to run for the board or the CSF?

A. Interested candidates must complete a nomination form. These forms can be obtained from the returning officer for your school division or the CSF. (Please contact your local school division to obtain contact information for the returning officer.) Submit the nomination form to the returning officer. If there are fewer candidates than vacancies, the returning officer will hold a call for further nominations. If you are running for a public or separate board of education, you are required to include on your nomination form the signatures obtained from 10 electors in the sub-division or at-large area in which you plan to run. If you are running for the CSF, you are required to include on your nomination form the signatures obtained from at least 5 voters of the francophone education area for which the nomination is made. When you pick up your nomination form, discuss with the returning officer exactly what is needed for your nomination. (*Local Government Election Act, 2015* – sections 67 and 78; *Conseil scolaire fransaskois Election Regulations*, section 20)

Q. If I am successful, what will be the responsibilities of the board or the CSF?

A. The key work of boards of education and the CSF includes planning and developing policy to achieve positive results for their students. *The Education Act, 1995* prescribes the authority of boards of education and the CSF. (*The Education Act, 1995* – sections 85, 86, 87, and 88)

Q. What will be my term of office?

A. Trustees serve four-year terms, so successful candidates elected on **November 13, 2024** will serve until **November of 2028**. (*The Local Government Election Act, 2015* – section 10)

Q. How much time will I have to devote to being a trustee?

A. People often suggest that being a trustee involves “one meeting per month.” Don’t believe it! Trustees spend an average of 6-10 hours per week on board - or CSF - related business. In addition to regular board meetings, trustees participate in committee meetings, planning meetings and Saskatchewan School Boards Association events. If a candidate is successful in the November election, there will be organizational meetings held by the new boards. The SSBA Fall Assembly and AGM is **December 1-3, 2024**, in Regina.

Q. Is there compensation for being a board member?

A. Yes. Rates are set by each individual board. (*The School Division Administration Regulations* , sections 22 to 25)



ROLE OF A SCHOOL BOARD MEMBER

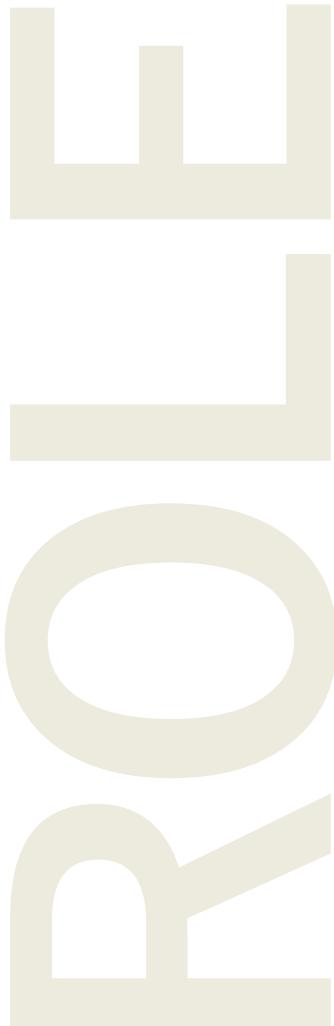
In order to continue Saskatchewan's tradition of education excellence, boards of education and the CSF need the ideas, energy and commitment of people who want to do their best for students and their communities.

Locally elected boards have a vital role in serving Saskatchewan's publicly funded education system. The longest lasting and most fundamental responsibility of boards has been to bring the voice of the public to publicly funded education.

If you decide to run for election, working as part of a board of education or the CSF means you care about students, schools and communities. If you want to be part of leading the learning community and building a better community at large, you're taking a great first step!

"Never doubt that a small group of thoughtful committed citizens can change the world; indeed, it's the only thing that ever has."

-Margaret Mead



A SUCCESSFUL TRUSTEE IS ...

COMMITTED

Successful trustees put the needs of the student first all of the time. Trustees run for office because they are committed to making things better for Saskatchewan students.

Boards of education and the CSF remain deeply rooted in the belief that every student in Saskatchewan, regardless of where they live or their personal circumstances, must have the resources and supports they need to achieve and succeed. Collectively, the people who serve on Saskatchewan's boards are committed to serving students, families and communities.

Trustees, teachers, staff, administrators and Ministry of Education personnel work collaboratively and cooperatively to ensure students receive the best education possible. Education is important to our future and together we must address many challenges.

NOT NECESSARILY AN “EDUCATION EXPERT”

In order to serve, one need not be an “education expert”. The ideal board includes members who are representative of all cultures and walks of life in the community. The role of the trustee is not to serve as a professional educator or to act as the spokesperson for a particular interest group. Instead, the trustee must, to the best of their ability, represent the wishes of all parents, caregivers, students and others in their communities, and ultimately act and make decisions in the best interests of the school division. Diverse backgrounds, experiences and voices can lead to better decisions.

WILLING TO WORK COOPERATIVELY

It is important to realize that a trustee, acting individually, has no authority to make decisions. A trustee works as part of a team; only the board in public session has the power to make decisions that affect schools.

An interest in your particular school may have prompted you to seek office. However, as a trustee you are responsible for providing services to all students and decisions must be made accordingly. There is no room for “turf wars” in effective boards. Many groups share an interest in education; however, only boards have the legal authority and mandate to govern the school system. No other group in society has this responsibility.

AN EFFECTIVE COMMUNICATOR

The primary role of the trustee is to ensure the wishes of communities are reflected in the management and operation of schools. Trustees must be willing to listen to their communities about what they need and want from their schools. Trustees must also make the effort to ensure their communities are kept up-to-date on the plans and decisions of the board.

READY TO MAKE THE TIME

Trustees spend an average of 6-10 hours per week on board-related business. This includes board meetings, but could also involve serving as a liaison to communities, representing the board at events, serving as the designated spokesperson, serving on committees, taking part in trustee professional development activities and attending Saskatchewan School Boards Association events.

SUPPORTED BY YOUR PROVINCIAL ASSOCIATION

By virtue of the fact that a board is a member of the Saskatchewan School Boards Association (SSBA), successful candidates also gain access to the services and supports provided by the provincial organization.

For more information about the SSBA services and supports available, please visit:
www.saskschoolboards.ca.



THE SCHOOL BOARD

In Saskatchewan, there are different kinds of school divisions: large geographic divisions that combine an urban centre and expansive rural areas; large urban public divisions; the Conseil Scolaire Fransaskois; northern school divisions; and, Roman Catholic separate school divisions. Every division is governed by a locally elected board of education.

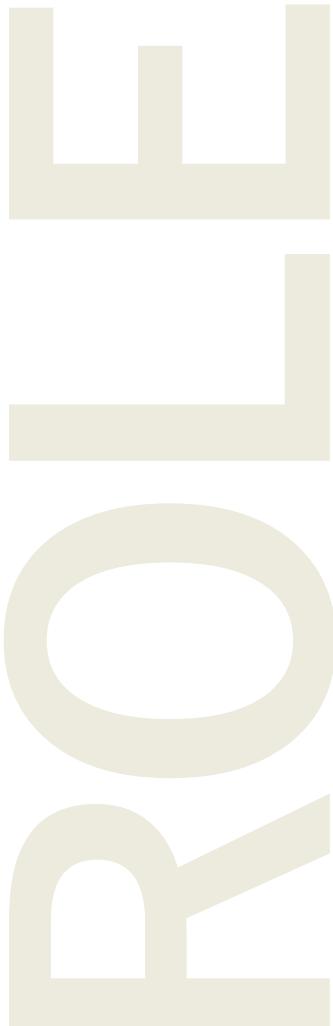
The primary responsibilities of the school board are setting the strategic direction, and oversight and monitoring performance. Trustees have many important responsibilities, including:

Establishing the vision, priorities and overall educational plans for the school division by:

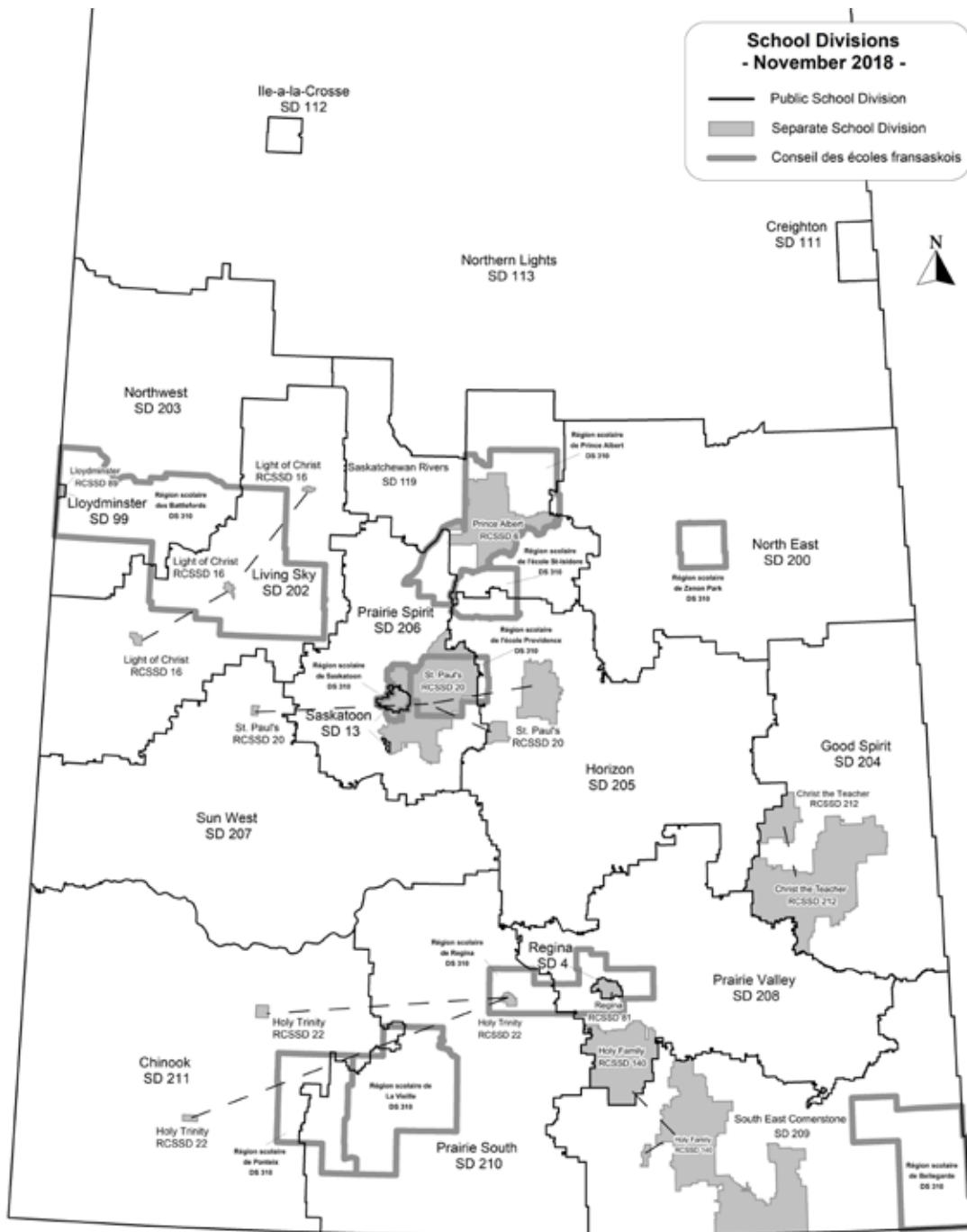
- approving the educational program for the school division including special programming needs such as practical and applied arts, music and second language instruction;
- overseeing and holding the division accountable for results; and,
- determining financial priorities, adopting the annual budget and ensuring accountability for school division expenditures.

Establishing the strategic policies of the school division by:

- maintaining school facilities as healthy and safe places to learn;
- working with the school division administration and in consultation with parents, caregivers, students, teachers and support staff;
- supporting positive environments for students and staff;
- communicating effectively by informing and listening to their communities; and,
- advocating for education, ensuring that the educational needs of students are always considered first.



MAP OF SCHOOL DIVISIONS





DESIGNATION OF TAXES

The Education Property Tax Act

The Education Property Tax Regulations

The Education Act, 1995, sections 53(2) and 296.1(1)

The Education Regulations, 2019, Section 60(1) and Form V

For more information...

Visit: www.saskatchewan.ca/residents/taxes-and-investments/property-taxes/education-property-tax-system

- AND -

www.saskatchewan.ca/government/municipal-administration/taxation-and-service-fees/information-for-municipalities-concerning-education-property-tax

Call: The Ministry of Government Relations at 306-787-2653 for information regarding technical, administration and legislations questions pertaining to the Education Property Tax.

- OR -

The Ministry of Education at 306-787-5059 for information regarding how the province funds education.

FREQUENTLY ASKED QUESTIONS AND ANSWERS FOR DESIGNATION OF EDUCATION PROPERTY TAXES (EPT)

Q. My children attend school in the separate school division, but I am not a member of the minority religious faith that established the separate school division. May I designate the separate school division for Education Property Tax (EPT) purposes?

A. No. Only members of the minority religious faith that established the separate school division can designate that separate school division for EPT purposes. (*The Education Act, 1995 – section 53(2)*)



Q. I am a member of the minority religious faith that established the separate school division in my area. However, my children attend a school established by the public school division. May I designate the public school division for EPT purposes?

A. No. If you are a member of the minority religious faith that established the separate school division, you must designate the separate school division for EPT purposes.

(*The Education Act, 1995* – section 53(2))

Q. I am not a member of the minority religious faith that established the separate school division in my area. Do I have any options in respect of designation of EPT purposes?

A. No. If you are not a member of the minority religious faith that established the separate school division in your area, you must designate to the public school division.

(*The Education Act, 1995* – section 53(2))

Q. I am a member of the minority religious faith that established the separate school division in my area. My spouse is not a member of the minority faith that established the separate school division. How do we provide for the EPT which are payable on our property?

A. *The Education Act, 1995*, section 297(1) requires that “Property within a separate school division is to be assessed to the owner, and where property is held by two or more persons as joint tenants or tenants in common, each holder is to be assessed in proportion to his or her interest in the property in the separate or public school division of which he or she is a taxpayer for school purposes.”

For example, if you are a Roman Catholic and own 50% of the assessed value of your property and your spouse owns 50%, you must designate 50% of the total school taxes to the Roman Catholic separate school division. Your spouse must designate 50% to the public school division.

