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Te Kāreti O Ōpōtiki  
**Ōpōtiki**  
**College**

## 2024 School Board Parent By-Election

### Ōpōtiki College

School profile number: 0148

Nominations are open for the election of 1 parent representatives to the school board.

**Your nomination form can be accessed on the College website, Skool Loop and Facebook**

You can use this form to nominate yourself or someone else in your community. We have nomination forms available in Te Reo Māori and some other languages. Please contact the returning officer if these are required. Hard copies are also available from the College office.

#### **Nominating yourself or someone else**

If you are on the voting roll and eligible to vote, you can nominate yourself. Please remember to sign **both** parts of the form.

If you are nominating someone else, complete the nomination form and make sure it includes all the required contact details and signatures.

You can post, hand deliver or email your nomination form/s to the returning officer (see details below). Nominations close at **noon** on **Tuesday 19 March 2024**.

Information on who is not eligible to be a board member can be found here:

<https://www.schoolboardelections.org.nz/assets/People-who-are-not-eligible-to-be-school-board-members-v4.pdf>.

#### **Candidate statement**

If you are a candidate, you are invited to submit an optional statement (up to 400 words) and photo. Make sure your statement is received by **noon** on **Tuesday 19 March 2024** so that it can be sent to voters with the voting papers.

The returning officer may remove or edit any part of the candidate's statement if it exceeds 400 words or is offensive or defamatory.

#### **Electoral roll**

The electoral roll is held at the school office and can be viewed during normal school hours.

## Eligibility

Anyone can stand for election to the board, except for some exclusions. Please check information on who is not eligible. If not enclosed, ask the returning officer for this. If you are not on the voting roll you must be nominated by a person who is.

## Scrutineers

A candidate may nominate a person to sit with the returning officer during the vote count to make sure it is done correctly. Scrutineers are also required for electronic elections if a recount is needed. Please advise the returning officer in writing of your scrutineer's name and contact details before election day. Candidates **cannot** be scrutineers.

## Voting and results

Electronic voting will be an option for this election.

If there are more nominations than vacancies for parent representatives, a voting election will be held. Eligible voters will be issued voting papers and candidate statements, on or before Tuesday 26 March 2024.

The poll closes at **4pm** on *23 April 2024*. The highest polling candidates will be elected to the board, and results will be notified to the school community and other affected parties.

**Post, hand deliver, or email completed nomination form/s to:** *Danielle Williams, Returning Officer, P O Box 46, Opotiki or [daniellew@opotikicol.school.nz](mailto:daniellew@opotikicol.school.nz)*