



KAWARTHA PINE RIDGE  
DISTRICT SCHOOL BOARD

# **Kawartha Pine Ridge District School Board** *Election Guidelines*



*Please review the following important information for schools and staff regarding the Municipal election.*



## **Kawartha Pine Ridge District School Board Election Guidelines**

The following guidelines are designed to assist school administrators and staff during federal, provincial or municipal elections.

### **School visit by candidates**

In general, requests to visit a school by **individual candidates** for office are **not** considered appropriate during an election campaign. This restriction includes informal visits to classrooms and meetings with the school council or with school administrators. If a candidate contacts you asking to visit your school, please explain that the KPR Board Election Guidelines do not permit individual visits of any kind by candidates for office.

Elections may be an ideal time to help students learn more about government. The Kawartha Pine Ridge District School Board allows **all-candidates meetings** and other learning activities that are part of the classroom program. A minimum of two eligible candidates should be confirmed to participate before proceeding with an all-candidates meeting.

### **Role of current Trustees**

The current members of the Board of Trustees are still serving out the end of their term of office and continue to fulfill their usual roles. It is appropriate for schools to involve their local Trustee in events and activities at the school in a way they would have prior to the beginning of the municipal election campaign.

For example, if it is the previous practice of a school to have the local Trustee hand out student awards at the monthly assembly, attend a regular school council meeting or attend an open house at the school, this practice can continue during the election campaign.

However, schools cannot send out any campaign material on behalf of the current Trustee, if he or she is also a candidate in the municipal election.

Current Trustees will not use school board-issued resources for any campaign-related purposes, nor be assisted by Board staff in the preparation, distribution or communication of any election-related material.

### **School events—e.g. open houses, graduation/commencement**

Open houses and other school-related events are intended for parents and families of students at the school. They are not open to the general public, nor a suitable venue for candidates to use as a way to campaign. It is also not appropriate for parents, who are also candidates, to campaign during their visit or hand out materials.

Current public office holders may attend school at the invitation of the Principal/Board administration, to participate in ceremonies or other activities generally accepted as a practice of their current role, such as School Opening Celebrations.

Attendance at school events by candidates and public office holders cannot be used for election activity purposes. Requests by candidates and public office holders without official duties in schools to address students for election activity purposes will be denied.

## **Distribution of material by candidates**

KPR Board policy ES-3.2 *Political Activity in Schools* does not allow any political information to be distributed via schools. For this reason, no campaign material may be distributed to students or parents via schools.

Materials should not be distributed indirectly on behalf of a candidate; for example, a school council cannot choose to distribute information about a particular candidate. Schools must not distribute any information by, or about, candidates. Nor should candidates be allowed to place signs on school property.

We recognize that schools do not have control over what happens off school or Board property. If a candidate stands off school or Board property and distributes campaign material to parents and students, there is no action that can or should be taken.

On the other hand, it is appropriate to distribute information about the election in general; for example, information from the province about the date of the election.

## **School Councils**

School councils are agents of both the school and the Board. As such, they are bound by the same guidelines as the school. It is not appropriate for the school council to endorse a specific candidate or to campaign on behalf of a specific candidate. The council could, however, host an all-candidates meeting to assist parents in learning more about all the candidates.

The council may not distribute information on behalf of, or about, a specific candidate. Individual meetings between candidates and school councils, including acclaimed candidates, are not permitted during the campaign period.

## **Requests for information**

The Kawartha Pine Ridge District School Board is committed to public accountability and quality service when responding to any information request. If a candidate contacts the school office for information about your school, provide accurate information promptly, the same as you would if the request came from a parent or other member of your community.

If you are asked for information that you do not have, or are unsure about providing, please contact the Corporate Affairs Office. All candidates are also welcome to contact The Education Centre for any information about the Board and its schools.

Generally, all information about schools and the Board is public, except for confidential student records or personnel issues, and is therefore provided upon request. A list of all the students at your school or in a particular grade or class is not public information.

## **More information**

If you have questions or if situations arise that are not covered by these guidelines, please contact the Corporate Affairs Office:

- Greg Kidd, Executive Officer, Corporate Affairs, at 705-742-9773, ext. 2353
- Sonia Paull, Senior Manager, Communications and Community Outreach, ext. 2094
- Kristen Larocque, Communications Officer, 705-742-9773, ext. 2001