



## School Board Candidate Election Procedures, 2022

### I. Dates and Deadlines to File

#### A. General Election

The first day to file is July 27, 2022. (IC 3-8-2.5-4)

The last day and hour to file is August 26, 2022, at noon. (IC 3-8-2.5-4)

### II. Election Procedures

#### A. Petition of Nomination and Consent (IC 3-8-2.5)

Candidates for school board offices must file a Petition of Nomination and Consent ([CAN-34](#)). The form is available: (1) at the office of the Indiana Secretary of State, Election Division; (2) on the Election Division's website at [SOS: Election Division: Candidate Information](#); and (3) from circuit court clerks' offices.

The Petition of Nomination and Consent must be filed with the county voter registration office.

Candidates seeking election in a school corporation located in more than one county must file the Petition of Nomination and Consent with the county voter registration office in the county that contains the greatest percentage of population of the school corporation. (IC 3-8-2.5-5)

In most school corporations, the Petition of Nomination and Consent must be signed by the candidate and ten (10) registered voters *residing within the boundaries of the school corporation*. (IC 20-23-4-29.1) In some school corporations, however, state law requires more than ten (10) signatures. Candidates should check with the county voter registration office to determine the number of signatures required.

In a metropolitan school district, the Petition of Nomination and Consent must be signed by ten (10) registered voters *residing in the same board member district* as the candidate. (IC 20-23-7-8.1)

A Petition of Nomination and Consent may be circulated by another individual, on behalf of the candidate, and must be signed by both the petition carrier and the candidate.

#### B. Statement of Economic Interests (IC 3-8-9)

Candidates for school board offices must file a Statement of Economic Interests ([CAN-12](#)) with the Petition of Nomination and Consent. The Statement of Economic Interests form is available: (1) at the office of the Indiana Secretary of State, Election Division; (2) on the Division's website at [SOS: Election Division: Candidate Information](#); and (3) from circuit court clerks' offices.

Failure to file a Statement of Economic Interests with the Petition of Nomination and Consent will result in the rejection of the Petition of Nomination and Consent. (IC 3-8-9-6)

#### C. Campaign Financial Statements

A candidate for a school board office who receives more than \$500 in contributions or makes more than \$500 in expenditures as a candidate for a school board office must have a principal committee. A candidate who meets either of these threshold amounts must file the [CFA-1](#) form no later than noon ten (10) days after the candidate exceeds the \$500 contribution or expenditure amount. (IC 3-9-1-5.5)

Candidates should contact the county voter registration office for information on the filing of these reports and other additional requirements. Campaign financial information may also be found on the website of the Indiana Secretary of State, Election Division, at [SOS: Election Division: Campaign Finance](#).

#### D. Campaign Violations

Criminal offenses for campaign violations include filing a fraudulent Petition of Nomination and Consent; failure to report campaign receipts and expenditures; and wrongful use of campaign contributions. (IC 3-14-1)

A school board candidate who receives more than \$500 in contributions or spends more than \$500 as a candidate is also subject to civil penalties for failure to file reports required by law. (IC 3-9-4-16)

#### E. Applicable Laws

IC 3-9-2 (campaign contributions); IC 3-9-3-2.5 (candidate communications disclaimer); IC 3-9-4 (election boards' duties); and IC 3-14-1 (campaign violations).

### III. Eligibility Requirements

#### A. Voter Registration

A person is not qualified to run for:

- (1) a state office;
- (2) a legislative office;
- (3) a local office; or
- (4) a school board office;

unless the person is registered to vote in the election district the person seeks to represent not later than the deadline for filing the declaration or petition of candidacy or certificate of nomination. (IC 3-8-1-1(b))

#### B. Felony Conviction

A person is disqualified from assuming or being a candidate for an elected office if, among other things, the person has been convicted of a felony that has not been pardoned, reversed, vacated, set aside, not entered because the trial court did not accept the person's guilty plea, or expunged. (IC 3-8-1-5)

#### C. Multiple Lucrative Offices

A person may not hold more than one lucrative office at a time, as provided in Article 2, Section 9 of the Constitution of the State of Indiana. (IC 3-8-1-3)

#### D. Residence

A candidate for a school board office must have resided in the school corporation for at least one year before the election. If a candidate is seeking to represent an election district that consists of less than the entire school corporation, the candidate must have resided in the election district for at least one year before the election. (IC 3-8-1-34)

#### E. Age

No person otherwise eligible to assume office as a member of a governing body shall be disqualified on the basis of age, if the individual is at least twenty-one (21) years of age. (IC 20-26-4-9)

#### F. Property Ownership

Property ownership may not be a qualification for serving as a member of a governing body. (IC 20-26-4-10)

#### G. School Corporation Employees

An individual who is employed as a teacher or as a noncertificated employee of the school corporation may not be a member of the governing body of the school corporation. (IC 20-26-4-11)

*This memo is for informational purposes only. Contact your county voter registration office to verify the dates and statutory requirements.*