

RUNNING FOR SCHOOL DISTRICT OFFICE

SCHOOL BOARD MEMBER

QUALIFICATIONS AND TERMS OF OFFICE

School Board Member: Any person who is a qualified voter of this state is qualified to be a member of the school board in the district in which the person resides ([NDCC § 15.1-07-14](#)).

Terms will vary depending upon the school district.

RUNNING IN THE SCHOOL DISTRICT ELECTION

Unless held in conjunction with a regularly scheduled primary election every two or four years, annual school district elections must be held in each public school district on a date between April 1 and June 30, at the discretion of the school board ([NDCC § 15.1-09-22](#)).

Candidates for school district office must file a statement setting forth the candidate's name and the position for which that person is a candidate ([NDCC § 15.1-09-08](#)).

COMPLETE FILING INCLUDES:

1. A statement declaring the candidate's name and the position for which the person is seeking to be a candidate;
 - a. The statement should indicate whether the candidate is seeking a regular or unexpired term. A position appearing on the ballot will be to fill either a regular or unexpired term as explained below.
 - **Regular Term:** A regular term of office is the length of time that a person has been elected to serve. Example: The candidate was elected to a 3-year term and served the full term.
 - **Unexpired Term:** An unexpired term of office means that the person elected to the office left before the end of their regular term. The remaining amount of the regular term of office appears on the ballot as an unexpired term. Example: The candidate was elected to a 3-year term and resigned after 1 year, leaving a 2-year unexpired term.
2. [Statement of Interests \(SFN 10172\)](#).

WHEN AND WHERE TO FILE

Candidates must file with the **school business manager** by 4:00 p.m. on the 64th day before the date of the scheduled school election. A statement that is mailed to the business manager must be physically received in the business manager's office before 4:00 p.m. on the 64th day before the election.

RUNNING AS A WRITE-IN CANDIDATE IN THE SCHOOL DISTRICT ELECTION

A write-in candidate for school district office is not required to file a certificate of write-in candidacy ([NDCC § 16.1-12](#)).

CAMPAIGN FINANCE AND DISCLOSURE

Candidates for school board in school districts with a fall enrollment of 1,000 students or greater must file campaign financial disclosure statements pursuant to [subsections 5 and 6 of NDCC § 16.1-08.1-02.3](#).

FORMS

The state forms (SFN's) listed above are available from the Office of the Secretary of State and may also be accessed at www.Vote.nd.gov.

CONTACT

For more information, please contact:



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