

Presiding Officer/May 24, 2011

Sample Script for School Council Election

1. Call to Order

“The School Council Election for Lake Joy Elementary will now come to order.”

2. Recognition of Electing Body, Roles/Responsibilities of School Council Members, Position(s) Available on School Council, School Council Election Procedures

“Welcome to the Lake Joy Elementary school council election. We appreciate you being here and your willingness to participate in our council election. Before we begin the election proceedings, I would like to share with you the Roles/Responsibilities of School Council Members, the positions available on the school council, and the election procedures.”

(See PowerPoint)

3. Nomination(s) for School Council Membership

“At this time, I would like to open the floor for nominations for the **parent position for two year term**. Is there a nomination?”

Sara Honrath

“Is the nominee present?”

If present ask: “Do you consent for your name to be placed in nomination and to serve if elected?”

“Is there a second nomination? Is the nominee present?”

Gerry Ringe

If present ask: “Do you consent for your name to be placed in nomination and to serve if elected?”

“There appears to be no further nominations for the position of parent councilmember for a one year term. May I have a motion to close the nominations? A second? All in favor of closing nominations for this position, please signify by raising your right hand.”

4. Voting Procedures

“The following voting procedures will be utilized for this member position, please wait until I have completed going over the procedures before casting your vote:

1. On your ballot, please write in the position and term length for which you are voting
2. Please write in the name of the nominee on the ballot for whom you wish to vote
3. Each qualified voter must turn in their own completed ballot to the election tellers (show where tellers are located) for counting, you may not turn in a ballot for another voter.
4. The plurality method will be used in conducting the election. One vote will be taken. The nominee with the highest number of votes is elected to the school council. Where two individuals tie with the highest number of votes, subsequent votes will be required until one single individual emerges with the highest number of votes.

You may cast your vote for this position.”

5. Counting of the Electing Body Votes

6. Announcement of Newly Elected Member

“The nominee elected for the school council position of **parent for two year term** is Sara Honrath.

7. Nomination(s) for School Council Membership

“At this time, I would like to open the floor for nominations for the **parent/business position for two year term**. Is there a nomination?”

Skip Malcom

If present ask: “Do you consent for your name to be placed in nomination and to serve if elected?”

“Is there a second nomination? Is the nominee present?”

Darren Panzuk

If present ask: “Do you consent for your name to be placed in nomination and to serve if elected?”

“There appears to be no further nominations for the position of parent councilmember for a two year term. May I have a motion to close the nominations? A second? All in favor of closing nominations for this position, please signify by raising your right hand.”

8. Voting Procedures

“The following voting procedures will be utilized for this member position, please wait until I have completed going over the procedures before casting your vote:

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4. The plurality method will be used in conducting the election. One vote will be taken. The nominee with the highest number of votes is elected to the school council. Where two individuals tie with the highest number of votes, subsequent votes will be required until one single individual emerges with the highest number of votes.

You may cast your vote for this position.”

9. Counting of the Electing Body Votes

10. Announcement of Newly Elected Member

“The nominee elected for the school council position of **parent /business for two year term** is Skip Malcom.

19. Adjournment

“I will be in touch with each of the school councilmembers to set the date of our first meeting. With no further positions available on the school council for election by this electing body, the election is adjourned.”