



**FOREST LAKE AREA SCHOOLS
FOREST LAKE, MN 55025**

June 2, 2016

AGENDA ITEM: 9.2

**TOPIC: ADOPT RESOLUTION ESTABLISHING DATES FOR FILING
AFFIDAVITS OF CANDIDACY**

BACKGROUND: Four (4) seats will be up for election on November 8, 2016: seats held by Julie Corcoran, Dan Kieger, Rob Rapheal and Gail Theisen. These seats are for terms of four years each.

PROCESS: The state legislature establishes dates for filing affidavits of candidacy for School Board elections. This year the filing dates are August 2 - August 16, 2016. The following resolution gives district administration direction on the legal requirements to begin preparations for the School Board Election.

RECOMMENDATION: Adopt the Resolution Establishing Dates for Filing Affidavits of Candidacy.

**RESOLUTION ESTABLISHING DATES
FOR FILING AFFIDAVITS OF CANDIDACY**

BE IT RESOLVED by the School Board of Independent School District No. 831 (Forest Lake Area Schools), State of Minnesota as follows:

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District No. 831 shall begin on August 2, 2016, and shall close on August 16, 2016. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2 filing fee paid prior to 5:00 o'clock p.m. on August 16, 2016.

2. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in the Forest Lake TIMES, the official newspaper of the district, at least two (2) weeks prior to the first day to file affidavits of candidacy.

3. The clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the school district at least ten (10) days prior to the first day to file affidavits of candidacy.

4. The notice of said filing dates shall be in substantially the following form:

**NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 831
FOREST LAKE AREA SCHOOLS
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 831 shall begin on August 2, 2016, and shall close at 5:00 o'clock p.m. on August 16, 2016.

The general election shall be held on Tuesday, November 8, 2016. At that election four members will be elected to the School Board for terms of four (4) years each.

Affidavits of Candidacy are available from the school district clerk, Forest Lake Area School District No. 831 Superintendent's office at 6100 N. 210th Street, Forest Lake, Minnesota. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 year of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same primary or next ensuing general election.

The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5:00 o'clock p.m. on August 16, 2016.

BY ORDER OF THE SCHOOL BOARD

Gail Theisen
School District Clerk

Dated: June 2, 2016