

School Board Candidate's Checklist

Note to school district staff: Informed board candidates make good board candidates. The Iowa Association of School Boards has prepared the following checklist to assist you in assembling packets of information for candidates for your board of education.

This is intended as a guide only; please add or delete from the list of materials as appropriate for your local situation. Thank you for the work that you do.

GENERAL INFORMATION

- “Leaders Who Care” brochure—a general guide for school board candidates. (Included in this mailing and published by IASB. Copies available on request or at www.ia-sb.org.)
- IASB School Board Member Handbook—provides basic information on the responsibilities of school board members. (Published by IASB. Single copies are \$14.50.)
- “Questions and Answers: Attributions on Political Material,” “2009 Guide for School Board Campaigning” and “Use of Public Money or Property for Political Purposes”—include the most current information on laws governing school board candidates. These items are included in this mailing; they are published by the Iowa Ethics and Campaign Disclosure Board. Additional copies available by calling the board at (515) 281-4028 or by contacting IASB. Information is also available at www.iowa.gov/ethics.
- Key Dates for the 2009 School Board Elections (included in this mailing).
- “Be Your Best on the Board” flier. (Included in this mailing. It lets candidates know of IASB workshop opportunities to help them be effective board members.)

SCHOOL DISTRICT INFORMATION

- Date, time and location of your board of education meetings—encourage candidates to attend meetings to become familiar with issues and procedures.
- District mission, vision, goals for students, school improvement plan.
- List of key district personnel.
- Map/directory of district facilities.
- School district annual progress report to the community.
- Student handbooks for various grade levels.
- Past issues of the school district newsletter.
- General district brochure.
- Special programs brochures.
- Budget summaries.
- Policies and procedures.
- Description of educational program.
- Collective bargaining agreement and salary schedule.

For more information, contact:



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