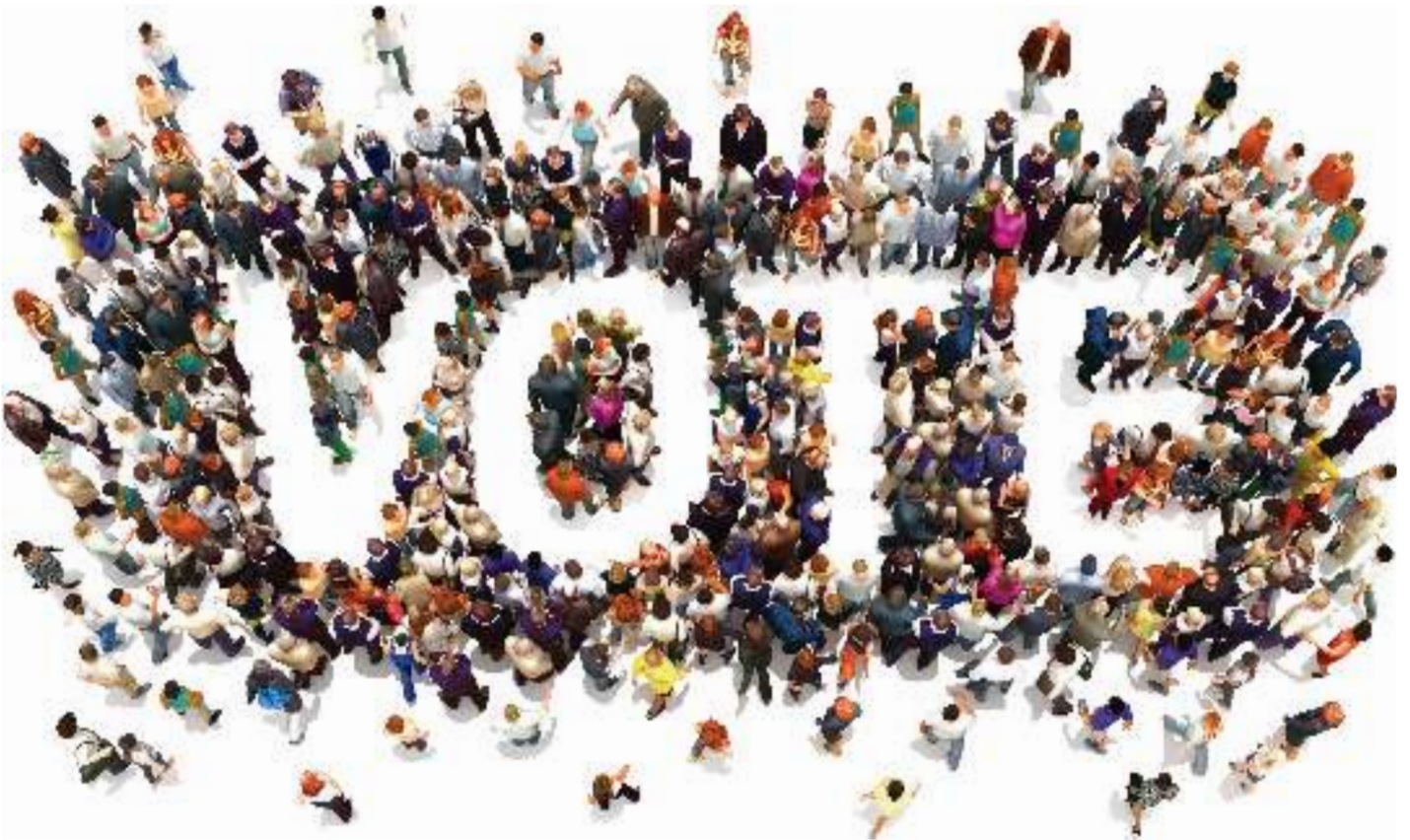


School Board Elections **Returning Officer Service 2022**



CES is New Zealand's leading returning officer service for schools. Triennial elections take place next year, and **we now offer two options: CES manages your school's election** process from start to finish. Or, **you organise your own election** with the support of CES technology. Contact us now for more details ...

Request a quote now!: contact Wayne@cessl.org.nz

CES has conducted over 1000 school BOT elections during the last 12 years. Our skilful staff have an implicit understanding of the process.

Option A: CES returning officer service - we undertake every aspect of the election

Our returning officer will work closely with your school's designated staff member to administer parent/student/staff elections and gather and tabulate the results. We will:

- prepare a time-line for the election/s;
- call for nominations by distributing nomination forms
- create a website to receive nominations;
- prepare advertisements and flyers for circulation;
- prepare rolls of parents/caregivers and staff;
- liaise with staff who are eligible for both staff and parent rolls;
- receive and check nominations and candidates' statements
- distribute voting papers and reply envelopes;
- monitor the electoral process, count/tally votes;
- declare and advertise the final election results, notify the school;
- complete documentation for the Ministry of Education;
- file the election results with the District Court.

Option B: Your school runs its own election with the support of CES digital technology

- create a website to receive nominations;
- CES technology makes the process faster and more transparent;
- your school is set-up with a unique website-based portal where candidates can upload their nominations, profiles and photos. You can see into the portal to track progress and download pre-populated forms for the election process

What our clients say ...

"Many thanks in helping us achieve a great outcome for this year's election. Our principal is really keen on going fully digital next time."

**Erina Thomsen, Office Administrator
Heretaunga Intermediate School**

"As a new Principal I found your service incredibly helpful. Our community also felt reassured that the process was transparent."

**Brenda Martin, Principal
Wesley Primary School**

"You have been exceptional every step of the way, guiding me and helping with my questions."

**Pauline Thomson, Office Manager
Mt Albert Primary School**

"I really felt like I had very little to do as it was all so perfectly run at your end."

**Michele Stephens, Principal's PA
St Martins School**

"Huge thanks to Wayne and your team as we had a lot of issues which you sorted really well."

**Viv MacArthur, Administration
Chanel College**

"The service provided was great, clear and timely ... and the portal worked well also."

**Steve Wheeler, Principal
St Patrick's School**

"Thank you for the efficient, seamless way in which you ran the election."

**Donna MacMenigall, PA to the Principal
Auckland Girls' Grammar School**

Now is the time to ask Wayne for a no-obligation quotation

Option A: We are interested in CES undertaking the full election process for us

Option B: We are interested in using CES technology to help us to run our election

School

Contact

Position

Postal Address

Phone Mobile

Email

School Roll

For more information contact Wayne: free phone 0800 205 267 or wayne@cessl.org.nz
Canterbury Education Services, 89 Nazareth Avenue, P.O. Box 414 Christchurch 8001