

Bulletin for Trustee Candidates

Edmonton Public Schools believes "it takes a village to raise a child." By promoting and encouraging supporters to run for School Board Trustee, we provide all citizens the opportunity to shape the direction of local education. The Division is committed to providing an environment that will give all candidates fair access to the electorate.

City Council, Mayor and School Board Trustee elections are held on the same day and are conducted by the City of Edmonton in accordance with the [Local Authorities Election Act](#).

Nomination Period is January 1, 2024 to September 22, 2025

- Nomination forms can be obtained from the City of Edmonton Elections Office.
- Candidates who plan to run in the 2025 Edmonton Election can only accept campaign contributions and incur campaign expenses once their notice of intent is complete and they are added to the [Register of Candidates](#).

Election Day is Monday, October 20, 2025.

Eligibility

The following information is provided as a general guide. For full eligibility requirements, consult the most current version of the Local Authorities Election Act and the Education Act online at https://kings-printer.alberta.ca/Laws_Online.cfm.

The *Local Authorities Election Act*, Section 21 (1) states that a person is eligible to be nominated as a candidate if the person:

- is eligible to vote
- has been a resident of the local jurisdiction for six consecutive months immediately preceding nomination day¹
- is not otherwise ineligible or disqualified

Edmonton has both public and separate school boards. School Board Trustee candidates are encouraged to review sections 4.4 and 74 of the [Education Act](#) to determine their residency.

Wards

One Trustee is elected to each of the nine wards in the Division. It's important to note that Trustees do not represent any one school, neighbourhood or community. Rather, they make decisions based on the needs of the entire Division.

¹ Notwithstanding this criterion, a candidate for Trustee of a board of a school division that is wholly or partly within the boundaries of a city is not required to be a resident of the ward but must be a resident of the school division.

Political Activities Restricted on the Division's Property

Any attempt by an individual or group to engage students, staff, parents or community members for a political objective is considered campaigning. This may include distribution of pamphlets, emailing schools, requests to speak to students or parents, posting signs, or wearing campaign buttons or attire. Campaigning in or through Division property is not allowed.

Division property includes:

- schools and administrative buildings
- school grounds, including the parking lot
- the sidewalk leading to the entrance of Division buildings

School Council Meetings

With respect to campaigning, candidates cannot ask to speak at a school council meeting nor can a school council invite an individual candidate to a school council meeting to speak about their candidacy or the ensuing election. All-candidate forums are permitted.

Incumbents are allowed to continue their work as Trustee in relation to school councils; however, discussions relating to the individual Trustee's election campaign are prohibited.

Use of the Division's Resources

Candidates are prohibited from using Division resources such as the internal mail service or distribution of campaign materials through the Division's email system, staff and printing services. Incumbents seeking re-election are prohibited from using Division resources including Division cell phones, laptops, email, fax or mail services for campaigning.

Ineligibility of Employees

Division employees are not eligible to be nominated as a candidate in any school board election unless they are on an unpaid leave of absence as of Nomination Day (see Section 22(1)(b) of the [Local Authorities Election Act](#)).

Section 22 (5.1) of the *Local Authorities Election Act* states that an employee who wishes to be nominated as a candidate for election as a Trustee of a school board may notify their employer on or after January 1 in the year of an election but before their last working day prior to nomination day that they are taking a leave of absence without pay under this section.

Time Commitment

The Trustee position is expected to be part time. A Trustee's workload varies from 10 to 30 or more hours per week depending on the time of year, the length of business meeting agendas, the number of positions or committees for which they are serving on behalf of the Board, Board representation and obligation to attend Division-hosted and external events and their own personal choices for extra community involvement. Meetings and events occur during business and school hours, evenings and on weekends.

Remuneration

The *Education Act* allows a Board to provide for honoraria and payment of travel and other expenses. Accordingly, the Edmonton Public School Board has established policy and procedures related to Trustee remuneration. For details, see the Trustees' Handbook at <https://www.epsb.ca/ourdistrict/policy/b/>.

Campaign Disclosure Statements

All candidates in the 2025 Edmonton General Election must report the total contributions they received and their campaign expenses. Details and forms are available through Edmonton Elections

Orientation and Board Development

Candidates receive information during the nomination period with respect to orientation details and time requirements immediately following Election Day, should they be elected.

Within the first few weeks following the election, orientation sessions will be provided for the new Board of Trustees in preparation for the Organizational Board meeting, the first regular board meeting and Division Results Review meetings. A calendar of meetings scheduled within the first few months of the election will be provided to candidates following the close of the nomination period.

For more information:

Edmonton Elections
16304 114 Avenue
Edmonton, AB T5M 3R8
Phone: 780-496-8008
elections@edmonton.ca
<http://edmonton.ca/election>

Edmonton Public Schools
Board Office
One Kingsway
Edmonton, AB TSH 469
Phone: 780-429-8443
catherine.angeles@epsb.ca
<http://www.epsb.ca/ourdistrict/board/>

Resources

- Alberta School Boards Association - <http://www.asba.ab.ca>
- Edmonton Elections - https://www.edmonton.ca/city_government/edmonton-elections
- Edmonton Public Schools – <http://www.epsb.ca/>
- *Local Authorities Election Act* - https://kings-printer.alberta.ca/1266.cfm?page=L21.cfm&leg_type=Acts&isbncln=9780779849772
- *Education Act* - https://kings-printer.alberta.ca/1266.cfm?page=E00P3.cfm&leg_type=Acts&isbncln=9780779846450

CODE: IJA.BP

TOPIC: Electioneering and Politically Motivated Communications

EFFECTIVE DATE: (28-01-2020)

ISSUE DATE: (20-01-2020)

REVIEW YEAR: (2024)

PURPOSE

To clarify the Board of Trustees' (the Board) responsibility to ensure the appropriate use of Division resources during elections and political campaigns.

To ensure a learning and working environment that is free of political bias, disturbances and interruptions that may arise due to campaign activities.

DEFINITIONS

A **campaign** is an attempt by an individual or group to create action by students, staff, or others for a political objective, including achieving election to public office.

POLICY

The Board of Trustees believes that a locally elected school board is integral to public education and therefore, the Division, under the direction of the Superintendent of Schools, shall play an active role in disseminating information to the electorate about school board elections.

The Board believes Division resources should only be used for administrative and instructional purposes. Division staff, students and resources shall not be used for distribution of politically motivated communications or campaign materials with the exception of Board authorized advocacy communications and as outlined in this policy.

- A. The Board of Trustees prohibits campaigning in or through Edmonton Public Schools by individual candidates or parties for school board, municipal, provincial or federal elections, with the following exceptions:
 - a. schools may organize all-candidate forums for educational purposes; and
 - b. school space may be rented after school hours by a candidate or party on a commercial use basis.

- B. The Board of Trustees prohibits the posting or distribution of campaign materials associated with school board, municipal, provincial and federal elections on lands, within buildings, or through communication vehicles owned by the Edmonton Public School Board except that campaign materials may be:
 - a. posted and distributed in that portion of a school rented for a campaign meeting or being used for an all-candidate forum; however, all political materials must be removed from school premises at the end of any such meeting;

- b. used as classroom teaching aids on condition that support for an individual candidate or political party is not solicited; and
- c. posted and distributed when specific to school board elections, as directed by the Superintendent of Schools and in accordance with this policy;
- d. posted or distributed regarding candidates for school board elections on condition that all candidates are treated equally and may not solicit or imply support for any individual candidate or slate of candidates.

ACCOUNTABILITY

The Superintendent shall report any violation of IJA.BP Electioneering and Politically Motivated Communications to the Board, with information regarding resolution of the situation.

REFERENCES

Education Act, Sections 33(1)(d), 256