



# SCHOOL DISTRICT OF JEFFERSON

## School Board Election – April 3, 2018

Filing Period to Declare Candidacy  
December 1, 2017 – January 2, 2018

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### SCHOOL BOARD SEATS AND TERMS UP FOR ELECTION ON APRIL 3, 2018

<u>OFFICE</u>	<u>INCUMBENT</u>
<b>School Board Member</b> Area 2 (Townships of Aztalan, Farmington, Hebron, Jefferson and Oakland) <i>Three-Year Term (April 2018 – April 2021)</i>	Donna Bente
<b>School Board Member</b> Area 1 (City of Jefferson) <i>Three-Year Term (April 2018 – April 2021)</i>	Vicki Schamens
<b>School Board Member</b> Area 4 (At-large) <i>Three-Year Term (April 2018 – April 2021)</i>	Terri Wenkman

### WHO IS ELIBLE TO BE A CANDIDATE?

A qualified elector of the school district at the time of filing a Declaration of Candidacy and a resident of the apportioned area at the time of taking office (4th Monday in April). Wis. Stat. §§ 120.05(1)(d), 120.06(2), (4).

No person may hold any state or local elected office in Wisconsin if the person has been convicted of a felony in any court in the United States unless the person has been pardoned of the conviction. No person may have his/her name placed on the ballot for any state or local elected office in Wisconsin if the person has been convicted of a felony in any court in the United States unless the person has been pardoned of the conviction. Article XIII, Section 3 (2), (3), Wis. Constitution.

Qualified elector is defined in Wis. Stat. § 6.02, as a U.S. citizen, 18 years of age or older, who has resided in the election district for at least **10** consecutive days before any election at which he or she offers to vote (and who is not disqualified by virtue of one or more of the impediments described in Wis. Stat. § 6.03).

### WHAT IS THE KEY WORK OF SCHOOL BOARDS?

The National School Board Association's Key Work model focuses on five areas that provide a comprehensive overview of a school board's critical governance responsibilities.

**VISION:** Effective school boards establish a clear vision and set high expectations for teaching and learning in a manner that supports strong student outcomes. The leadership team's vision supports and guides the development of a strategic plan and district goals. Effective boards formulate budgets and allocate resources in a manner that is aligned with the district's vision, strategic priorities, and goals.

**ACCOUNTABILITY:** Accountability means measuring and judging how well the district is putting the vision into practice and making progress on key goals. Accountability starts with (1) the adoption of goals and academic and other standards, and

(2) the assignment of responsibility and authority. Data and other assessments are used as a tool. Success is acknowledged and rewarded, while any lack of success drives change and improvement efforts. School boards and individual board members also must be accountable, including by modeling desired behaviors and by establishing standards for and evaluating the board's own internal operations and performance.

**POLICY:** By establishing policies, a school board exercises its collective authority in order to serve students and achieve goals. Policies translate the board's vision into action and should be closely linked to (and sometimes directly establish) accountability structures and processes. While many policies are written statements that establish and provide direction for staff, students, programs, and operations, the school district budget can be viewed as one type of policy decision. The scope and substance of a board's policies also reflect and contribute to the ongoing evolution of the board-administrator relationship, including by embodying an understanding of the respective roles of the members of the leadership team.

**THE BOARD-ADMINISTRATOR RELATIONSHIP:** Research has shown that the board-administrator relationship is critical to the success of a school district. Both the school board and the superintendent have essential leadership roles that are interconnected but different. In simplistic terms, and keeping in mind that close collaboration is needed, the school board has the final authority to determine what needs to happen, and the district administrator and staff are given a degree of leeway to determine how to make it happen. In order for the members of the leadership team to have a productive relationship that promotes public confidence in the school district, each individual member of the team must understand the unique roles and responsibilities of their position. Shared goals and clear policies can help to define roles and build a strong, collaborative relationship. In nearly all districts, issues will arise that will cause the leadership team to discuss and recalibrate their mutual understandings of their respective roles. However, effective leadership teams are consistently professional, fair and objective, honest and open, team-oriented, prepared, and Respectful.

**COMMUNITY LEADERSHIP AND ADVOCACY:** Community leadership is demonstrated when a school board and its members act as ambassadors and advocates for district interests. Effective school boards engage the community in an ongoing conversation that is composed of a variety of communication channels and opportunities for participation and interaction. A school district's public advocacy and community engagement initiatives can provide both formal and informal opportunities to identify and discuss information, ideas, needs, and challenges with a variety of stakeholders. School boards also have to forge relationships and work closely with legislators on legislative proposals that affect education, school funding, and a variety of other issues. School board members have a prominent role to play in telling their school district's story and in listening to stakeholders. Such communication can help to build support for the district and its students.

More detailed information on the leadership role of school boards and individual board members, as well as information on their powers, duties, and authority is available from the WI Association of School Boards.

## **HOW OFTEN DOES THE SCHOOL BOARD MEET?**

The seven-member Board conducts two Board meetings per month on the second and fourth Mondays, beginning at 7:00 p.m. The meetings are held in the Jefferson High School library, 700 W. Milwaukee Street, Jefferson.

Meeting agendas are posted in four locations: School District Office, 206 S. Taft Avenue, Jefferson; Sullivan Elementary School, 618 Bakertown Road, Sullivan; Jefferson Middle School, 501 S. Taft Avenue, Jefferson, and the Jefferson Public Library, 321 S. Main Street, Jefferson. The agenda and supporting board meeting information can be accessed electronically on the district's website at <http://www.boarddocs.com/wi/jps/Board.nsf/Public>.

## **WHAT COMPENSATION DOES A BOARD OF EDUCATION MEMBER RECEIVE?**

As permitted by law and authorized by the Board of Education ([http://www.sdoj.org/district/section\\_b/BHD.pdf](http://www.sdoj.org/district/section_b/BHD.pdf)), members of the Jefferson Board of Education shall receive the following annual compensation:

President and Treasurer - \$1,150  
All others - \$1,000

The annual compensation shall be based upon the period May 1 through April 30. The annual compensation shall be paid in two installments, one-half on October 25th and one-half on April 25th. Board members shall also be paid for actual and necessary expenses when traveling in the performance of their duties.

### **WHEN DOES THE TERM FOR THE AREA 1, 2 AND 4 SEATS BEGIN?**

The Board of Education candidates elected in April will take office on April 23, 2018.

### **WHAT FORMS NEED TO BE FILED TO RUN FOR SCHOOL BOARD?**

[ELIS-5 Ballot Access Checklist for School District Candidates \[for Spring 2018\]](#)

- [ETHCF-1 Campaign Registration Statement](#)
- [EL-162SD Declaration of Candidacy and Memorandum Regarding Felony Convictions](#)

Campaign Finance

Local candidates should visit the [Local Campaign Finance page](#) for information about registration and reporting. Use the [ETIS-8 Campaign Finance Checklist \[for Spring 2018\]](#).

### **WHERE ARE FORMS AVAILABLE?**

Candidates can access the necessary forms electronically from the links above, or paper forms can be picked up at the School District Office, 206 S. Taft Avenue, Jefferson, between the hours of 7:30 a.m. – 4:00 p.m., Monday through Thursday, and from 7:30 a.m. – 3:30 p.m. on Friday.

The paper forms will be available in the School District office from now through December 22, 2017, and on December 27 and 28, and January 2, 2018. On January 2, 2018, the office will be open until 5:00 p.m.

### **HOW MANY CANDIDATES MAY FILE?**

If more than two candidates file for the Area 1, 2, and/or Area 4 seats, a February 20, 2018, primary will be held with the top vote recipients placed on the April 3, 2018 ballot.

### **FOR MORE INFORMATION CONTACT:**

#### **The Wisconsin Elections Commission's Office:**

- **Office Hours: M-F, 7:45 a.m. to 4:30 p.m.**
- (608) 266-8005 for general inquiries.
- Help Desk at (608) 261-2028 for technical assistance.
- Email at [elections@wi.gov](mailto:elections@wi.gov) or visit our [Elections Commission Staff page](#) for a directory.

#### **Office Location:**

Wisconsin Elections Commission  
212 East Washington Avenue, Third Floor  
Madison, Wisconsin 53703

Debbie Hans  
Superintendent's Administrative Assistant  
School District Office  
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