



Michigan School Business Officials

CANDIDATE GUIDELINES

PURPOSE: To ensure that all Michigan School Business Officials have equal opportunity for election to the Board of Directors.

ALLOWABLE ELECTION MATERIALS: Candidates are limited to materials prepared by MSBO for election purposes. Each candidate should submit an "MSBO Board of Directors Candidate Form" to MSBO. This form will be used to develop a profile of the candidate to be published in the MSBO Newsletter and on the MSBO Web page. **Candidates are not permitted to use stickers, brochures, or written materials other than the MSBO profile.** However, a candidate may make written requests that a county or regional school business official organization endorse him/her.

DISTRIBUTION OF MATERIALS: Submission of the MSBO Board of Directors Candidate Form is allowed any time after the chairperson of the Nominating Committee has informed the individual of his/her nomination. This information will be posted on MSBO's website and published in the MSBO Newsletter. A candidate may reproduce copies of this information for use as a handout when speaking in person to a group or asking for endorsement from a county or regional school business officials group. Stickers, campaign buttons, or campaign materials other than the materials provided through MSBO, may not be used or distributed at any time during a campaign.

CAMPAIGN EXPENSES: Each candidate is limited to \$300 direct expenses with an additional \$100 in-kind limitation.

CAMPAIGN REVENUES: Candidates are encouraged to solicit support from local or regional MSBO groups. Under no circumstances may vendors be solicited for campaign funding or contribute to an individual's campaign.

CANDIDATE RESPONSIBILITIES: The candidate assumes all responsibility for adherence to election guidelines for the candidate and the "candidate's election committee."

MSBO RESPONSIBILITIES:

1. Provide space in the MSBO Newsletter, *eNews & Views* for all candidate information.
2. Prepare Candidate profile sheets for distribution in the newsletter and on MSBO's website.
3. Monitor and facilitate all election activities.

FAILURE TO FOLLOW ELECTION GUIDELINES MAY DISQUALIFY THE CANDIDATE AND VOID ELECTION RESULTS AS DETERMINED BY THE BOARD OF DIRECTORS.