

Memo

To: Election Candidates, Lewis and Clark Community College Board of Trustees
From: Sue Keener, Executive Secretary to President/Board of Trustees
618-468-2001
Date: September 7, 2020
Re: Nomination Filing-Consolidated Election

DATES TO REMEMBER:

September 22, 2020– The first date to circulate nomination papers for the April 6, 2021 Consolidated General Election.

December 14, 2020 – The first day to file original nomination papers at the President/Board of Trustees office.

December 21, 2020– The last day to file nomination papers and the last day to file a Statement of Economic Interests with the County Clerk. The **receipt** for the Statement of Economic Interests must be filed at the President/Board of Trustees office or the named alternate location.

INCLUDED IN CANDIDATE'S PACKET:

- ICCTA Trusteeship Brochure
- Statement of Candidacy
- Petition for Nomination-not less than 50 required. Forms may be photocopied, but signatures must be original on petitions submitted.
- Statement of Economic Interests—File with county clerk. File **receipt** with Executive Secretary to the President/Board of Trustees office.
- Loyalty Oath—Optional

BOARD OF TRUSTEE POSITIONS OPEN FOR ELECTION:

2 – Six-year terms

Other Information:

A *Candidates Guide* is available from the State Board of Elections, 2329 S. MacArthur Boulevard, Springfield, IL 62704 (217) 782-4141 or may be downloaded from the State Board of Elections website at <https://www.elections.il.gov/>

This information is provided as a public service. It is the responsibility of the candidate to comply with all applicable laws and requirements. Lewis and Clark Community College and Executive Secretary for the President/Board of Trustees make no representations regarding the accuracy or validity of this information. It is advised to consult with an attorney before taking action based upon this information. Anyone who uses them does so at his/her own risk.

Serving as a trustee is an excellent experience for all community-minded persons, regardless of age, sex, racial, or socioeconomic background. Anyone can benefit from serving on a board, and more importantly, all can contribute by sharing their own unique experiences and perspectives.

A board that most closely represents the demographic composition of the region it serves is not only desirable, but often essential for true representation of the district.

So don't let a feeling of inexperience keep you from seeking trusteeship. If it seems right for you, it's probably right for your community.

HOW DO I BECOME A TRUSTEE?

If you are 18 or older, a citizen of the United States, and have lived in your community college district for at least one year, then you can seek a board seat in your home district. The only other qualification is an honest commitment to the community college mission: that is, a belief in the value of the services and educational opportunities granted to more than 1 million Illinois citizens each year. Outside Chicago, elections are held in April of odd-numbered years, with trustees serving staggered six-year terms.

If you are interested in becoming a trustee and would like more information, call your local community college. Attending a board meeting and talking with current trustees is a great way to get a feel for the office.

You may also contact the Illinois Community College Trustees Association at 1-800-454-2282 or www.communitycolleges.org. ICCTA is a statewide organization providing legislative advocacy and educational programs for trustees.

WHAT ARE THE DEADLINES FOR THE 2021 TRUSTEE ELECTIONS?

September 22, 2020

First day to circulate nominating petitions (a petition must be signed by at least 50 voters or 10 percent of the voters residing within the college district, whichever is less)

December 14 - 21, 2020

Filing period for candidate nominating petitions with the local election official

April 6, 2021

Election of community college trustees at the consolidated election

May 4, 2021

Last day for community college boards to conduct organizational meetings and seat trustees elected on April 6

TRUSTEESHIP



*Leadership that makes
a difference*

ICCTA

Illinois Community College Trustees Association

**For more information, contact
ICCTA at 1-800-454-2282 or
iccta@communitycolleges.org**

ICCTA

Illinois Community College Trustees Association

401 E. Capitol Ave., Suite 200
Springfield, Illinois 62701-1711
Phone: 1-800-454-2282
Fax: 217-528-8662
iccta@communitycolleges.org
www.communitycolleges.org

LEADERSHIP THAT MAKES A DIFFERENCE

There is a unique bond between a community college and the people it serves that even the most prestigious university cannot match.

It is that bond, derived from the very nature of the community college -- with its "open door" admissions policy, affordable tuition, and programs tailored to local occupational interests -- that makes dedicated and "in-touch-with-the-people" college leadership absolutely essential.

Because a community college must address an array of interests as diverse as the district itself, the best leadership often arises not from those with in-depth knowledge of educational policy, but rather from those who have the pulse of their community and are willing to act tirelessly on its behalf.

These people are the 273 community college trustees serving the people of Illinois. True public servants, their diligent yet often unrecognized work helps build better schools, better communities, and a better quality of life for all of us.

WHAT IS A COMMUNITY COLLEGE TRUSTEE?

Each one of Illinois' 39 community college districts is represented by its own seven-member board of trustees, helping shape the activities of the one or more community colleges within its jurisdiction.

In 38 of the districts, a locally elected board of trustees provides college governance. Voters in two districts -- Lincoln Land Community College and Southwestern Illinois College -- elect trustees by regional subdistricts.

In the city of Chicago, trustees are appointed by the mayor of Chicago and govern all seven community colleges within that district.

In addition, a non-voting student trustee is selected every spring to serve a one-year term on each local board.

Overall, it is the duty of the board to ensure that the priorities and spending of its district meshes with those of the community as a whole. It is therefore incumbent upon each trustee to do his or her part in accomplishing this daunting task.

This entails remaining neutral and balanced in looking at issues, avoiding the tendency to focus solely on one topic, and always keeping the overall interests of the community in mind.

In addition, trustees are required to work cooperatively with other board members, college administrators, and community leaders. It is easy to see how demanding being a trustee truly is. It is a position that requires dedication, diplomacy, integrity, and an open mind.

WHAT DOES A COMMUNITY COLLEGE TRUSTEE DO?

Trustees are charged with several tasks essential to the operation of their institution, including:

- Approving the annual college budget
- Hiring and evaluating the college president
- Setting the college mission
- Participating in legislative advocacy
- Mentoring new trustees
- Helping shape a positive image of the college within the campus and the community

WHAT ARE MY COMMITMENTS?

While the job is rewarding, it does require a significant amount of time, interest, dedication and energy on the part of each trustee. More specifically, all trustees are expected to:

- Attend monthly board and committee meetings
- Participate in special college activities
- Stay informed on educational trends and issues at the state and federal levels
- Be involved in state and national trustee associations

WHY ME?

Perhaps a better question to ask yourself is "Why not me?"

Many Americans are making positive changes in their communities as members of religious groups or societies aimed at helping youth or the poor. Just as important, however, is the need for able members of the community to contribute skills, knowledge and perspectives in charting the course of their local community college.

Excellence in any community begins with teaching and learning, and on the community college level, that begins with a strong board.

In addition to the sense of pride that trustees feel in helping build their communities, their work enables them to strengthen their communication skills and gain a broader perspective of the events and institutions shaping their district.

STATEMENT OF CANDIDACY

NONPARTISAN

NAME:	OFFICE: BOARD OF TRUSTEE <small>A Full Term is sought, unless an unexpired term is stated here: ___ year unexpired term</small>
ADDRESS – ZIP CODE:	CITY, VILLAGE OR SPECIAL DISTRICT: LEWIS AND CLARK COMMUNITY COLLEGE DISTRICT 536

If required pursuant to 10 ILCS 5/7-10.2, 8-8.1 or 10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
(List all names during last 3 years) (List date of each name change)

STATE OF ILLINOIS)
) SS.
County of _____)

I, _____ being first duly sworn (or affirmed), say that I reside at _____, in the City, Village, Unincorporated Area of _____

(if unincorporated, list municipality that provides postal service) Zip Code _____, in the County of _____, State of Illinois; that I am a qualified voter therein, that I am a candidate for Nomination/

Election to the office of BOARD OF TRUSTEE in the LEWIS AND CLARK COMMUNITY COLLEGE DISTRICT 536
(Name of City, Village or Special District)

to be voted upon at the election to be held on APRIL 6, 2021 (date of election) and that I am legally qualified to hold such office and that I have filed (or I will file before the close of the petition filing period) a Statement of Economic Interests as required by the Illinois Governmental Ethics Act and I hereby request that my name be printed upon the official ballot for Nomination/Election to such office.

(Signature of Candidate)

Signed and sworn to (or affirmed) by _____ before me, on _____
(Name of Candidate) (insert month, day, year)

(SEAL)

(Notary Public's Signature)

**PETITION FOR NOMINATION
TO THE SECRETARY OF THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 536**

We, the undersigned, being (50 or more) (or 10% or more) of the voters residing within said district, hereby petition that _____ who resides at _____ in the City, Village, Unincorporated Area of _____ (If unincorporated, list municipality that provides postal service) in _____ Township in said district shall be a candidate for the office of member of the Board of Trustees, to be voted for at the Consolidated Election to be held on APRIL 6, 2021 (date of election).

A Full Term is sought, unless an unexpired term is stated here: _____ year unexpired term

If required pursuant to 10 ILCS 5/10-5.1, complete the following (this information will appear on the ballot)

FORMERLY KNOWN AS _____ UNTIL NAME CHANGED ON _____
(List all names during last 3 years) (List date of each name change)

NAME (VOTER'S SIGNATURE)	VOTER'S PRINTED NAME (optional)	STREET ADDRESS OR RR NUMBER	CITY, TOWN OR VILLAGE	COUNTY
1.			,IL	
2.			,IL	
3.			,IL	
4.			,IL	
5.			,IL	
6.			,IL	
7.			,IL	
8.			,IL	
9.			,IL	
10.			,IL	

State of _____)
County of _____) SS.

I, _____ (Circulator's Name) do hereby certify that I reside at _____ in the City/Village/Unincorporated Area of _____ (If unincorporated, list municipality that provides postal service) (Zip

Code) _____, County of _____, State of _____ that I am 18 years of age or older (or 17 years of age and qualified to vote in Illinois), that I am a citizen of the United States, and that the signatures on this sheet were signed in my presence, not more than 90 days preceding the last day of filing of the petitions and are genuine and that to the best of my knowledge and belief the persons so signing were at the time of signing the petition registered voters of the political division in which the candidate is seeking elective office, and their respective residences are correctly stated, as above set forth.

(Circulator's Signature)

Signed and sworn to (or affirmed) by _____ before me, on _____
(Name of Circulator) (Insert month, day, year)

(SEAL)

(Notary Public's Signature)

Statement of Economic Interests to be Filed with the County Clerk
Your Name Was Submitted For Filing by an Entity That You Represent

(Name) _____ (Type or Print) _____

 (Each Office or Position of Employment for which this Statement is Filed)

(Full Post Office Address) _____

 (E-Mail Address Here) _____

GENERAL DIRECTIONS

The interest (if constructively controlled by the person making the statement) of a spouse or any other party shall be considered to be the same as the interest of the person making the statement. Campaign receipts shall not be included in this statement. **If more space is needed, please attach supplemental listing.**

1. List the name and instrument of ownership in any entity doing business with a unit of local government in relation to which the person is required to file, in which the ownership interest held by the person at the date of filing is in excess of \$5,000 fair market value, or from which dividends in excess of \$1,200 were received during the preceding calendar year: (In the case of real estate, location thereof shall be listed by the street address, or if none, then by legal description.) No time or demand deposit in a financial institution, nor any debt instrument shall be listed.

Business Entity	Instrument of Ownership	Position of Management
_____	_____	_____
_____	_____	_____
_____	_____	_____

2. List the name, address and type of practice of any professional organization in which the person making the statement was an officer, director, associate, partner or proprietor, or served in any advisory capacity, from which income in excess of \$1,200 was derived during the preceding calendar year:

Name	Address	Type of Practice
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. List the nature of professional services rendered (other than to the unit or units of local government in relation to which the person is required to file) to each entity from which income exceeding \$5,000 was received for professional services rendered during the preceding calendar year by the person making the statement:

This section will be returned to you when the Statement is filed with the County Clerk.

(COMPLETE BUT DO NOT DETACH)

Receipt is hereby acknowledged of your Statement of Economic Interests, filed pursuant to the Illinois Governmental Ethics Act. The Statement was filed on this date:

 (Office or Position of Employment for which this statement is filed)

(TYPE OR HAND PRINT)

 (Name)

 (Address)

 (City) (State) (Zip Code)

4. List the identity (including address or legal description of real estate) of any capital asset from which a capital gain of \$5,000 or more was realized during the preceding calendar year:

5. List the name of any entity and the nature of the governmental action requested by any entity that has applied to a unit of local government in relation to which the person must file for any license, franchise or permit for annexation, zoning or rezoning of real estate during the preceding calendar year, if the ownership interest of the person filing is in excess of \$5,000 fair market value at the time of filing, or if income or dividends in excess of \$1,200 were received by the person filing from the entity during the preceding calendar year:

6. List the name of any entity doing business with a unit of local government in relation to which the person is required to file, from which income in excess of \$1,200 was derived during the preceding calendar year other than for professional services and the title or description of any position held in that entity: (No time or demand deposit in a financial institution nor any debt instrument need be listed.)

7. List the name of any unit of government that employed the person making the statement during the preceding calendar year, other than the unit or units of government in relation to which the person is required to file:

8. List the name of any entity from which a gift or gifts, or honorarium or honoraria, valued singly or in the aggregate in excess of \$500, was received during the preceding calendar year:

VERIFICATION

I declare that this Statement of Economic Interests (including any accompanying schedules and statements) has been examined by me and to the best of my knowledge and belief is a true, correct and complete statement of my economic interests as required by the Illinois Governmental Ethics Act. I understand that the penalty for willfully filing a false or incomplete statement shall be a fine not to exceed \$1,000, or imprisonment in a penal institution other than the penitentiary not to exceed one year, or both fine and imprisonment.

(Signature of Person Making Statement)

(Date)

**DO NOT DETACH
(WILL BE RETURNED AS YOUR RECEIPT)**

ATTACH TO PETITION

10 ILCS 5/7-10.1

Suggested
Revised July, 2004
SBE No. P-1C

LOYALTY OATH
(OPTIONAL)

United States of America)
)
State of Illinois) SS.

I, _____, do swear (or affirm) that I am a citizen of the United States and the State of Illinois, that I am not affiliated directly or indirectly with any communist organization or any communist front organization, or any foreign political agency, party, organization or government which advocates the overthrow of constitutional government by force or other means not permitted under the Constitution of the United States or the Constitution of this State; that I do not directly or indirectly teach or advocate the overthrow of the government of the United States or of this State or any unlawful change in the form of the governments thereof by force or any unlawful means.

(Signature of Candidate)

Signed and sworn to (or affirmed) by _____ before me,
(Name of Candidate)

on _____
(insert month, day, year)

(Notary Public's Signature)

(SEAL)