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Secretary of the Commonwealth
Elections Division

2024 REGIONAL SCHOOL COMMITTEE NOMINATION PAPERS

INSTRUCTIONS FOR USE

This pamphlet is for use by those candidates who are elected to regional school committees voted on at the state election.

FILING DATES

Nomination papers should be filed early, if possible. Filing nomination papers early will allow time to correct errors or to collect additional signatures, if necessary.

It is the candidate's responsibility to get the certified papers from the local registrars of voters or election commission and deliver them to the clerk of the regional school district on or before the filing deadline. Registrars of voters and election commissioners must complete the certification of papers at least seven days before the filing deadline.

Candidates must submit nomination papers to local registrars of voters or election commissioners for certification no later than **5:00 p.m. on Tuesday, July 23, 2024**. All papers must be filed with the clerk of the regional school district no later than **5:00 p.m. on Tuesday, August 20, 2024**. The district clerk must certify a correct list of candidates to the Secretary of the Commonwealth no later than **5:00 p.m. on Tuesday, August 27, 2024**.

Please see the Election Calendar on the back on the back of this pamphlet.

If you have any questions regarding this pamphlet, please contact the Elections Division at 617-727-2828 or 1-800-462-VOTE (8683), or contact your city or town clerk.

NOMINATION PAPERS

Nomination papers are available at the Elections Division of the Office of the Secretary of the Commonwealth at One Ashburton Place, Room 1705 in Boston. The Elections Division may be reached at 617-727-2828 or 1-800-462-VOTE (8683).

Nomination papers may also be obtained from the office of the regional school district clerk.

Fill in all required candidate information in the gray areas on the nomination papers before circulating them. The name and residence of the candidate should be printed or typed, correctly spelled, in the proper place on each nomination paper before signatures are solicited. Certified signatures on nomination papers without the required information will not be counted. The law allows a candidate to make exact copies of blank nomination papers in order to gather additional signatures, however, nomination papers cannot be altered in any way. Additional markings on nomination papers may disqualify any signatures contained thereon.

REQUIREMENTS

Certification of Voter Registration

Each candidate must file a certificate of voter registration. At least one certificate of voter registration, which is printed on the nomination papers, must be completed and signed by at least three registrars of voters or election commissioners from the municipality where the candidate is a registered voter. The certificate must be filed no later than the deadline for filing nomination papers with the regional school district clerk.

Written Acceptance of Candidate

Before filing the papers with the district clerk, be sure that at least one of the certified nomination papers contains a written acceptance of nomination personally signed by either the candidate or an attorney authorized by the candidate in writing.

NUMBER OF SIGNATURES REQUIRED

The number of certified signatures required on the regional school district nomination papers must equal 1% of the last vote cast for governor in the district, but in no event less than twenty voters nor more than fifty. Check with your local clerk for the exact number of signatures necessary.

PROPER SIGNATURES

Any voter registered in the district may sign regional school committee

nomination papers. A candidate may obtain such signatures from any municipality in the district, however, a separate nomination paper must be used for each city or town.

To be certified, all signatures on nomination papers must be legible and signed in person with the name of the voter substantially as registered. Signers must include the street address at which they are registered to vote, not their mailing address or post office box number. Persons who are prevented by physical disability from writing may authorize another individual to sign for them in the voter's presence. Voters should be asked to sign their names substantially as registered

The law allows a voter to insert or omit a middle name or initial. A married woman should sign as Helen Smith, not Mrs. John Smith. The Court has determined, however, that if the local election officials can reasonably determine the identity of the voter from the form of the signature, the name shall be considered signed substantially as registered.

If a voter makes an error or signs incorrectly, the line should be left intact and the voter asked to sign their name and address again on the next line. An altered or illegal signature may be disallowed or challenged.

A voter may sign nomination papers **only once** for each candidate for that office.

CERTIFICATION OF SIGNATURES

Each nomination paper should contain signatures of registered voters from only one city or town. Since the local board of registrars or election commissioners must certify each signature as that of a registered voter in their jurisdiction, names from other communities on the paper will be disallowed.

Local boards of registrars and election commissioners are required by law to certify at least the number of required signatures, plus two-fifths more. Collect more signatures than required, because many may be disallowed in either the certification process or through challenges. Certified nomination papers will only be counted if they are signed by at least three registrars of voters or election commissioners.

If the total number of signatures certified is less than 10% in excess of the number required for ballot placement, the candidate may request a review by the local board of registrars or election commissioners of signatures not certified. The request must be submitted within 48 hours after the deadline for registrars or election commissioners to complete certification

and must include a list of those signatures to be examined.

CAMPAIGN FINANCE REPORTS

Candidates must file reports of campaign contributions and expenditures with the town clerk of their residence. For details, please contact the Office of Campaign and Political Finance at 617-979-8300 or 1-800-462-OCPF.

PENALTIES

The law provides for a fine of not more than \$50 for subscribing falsely to a statement on a nomination paper. It further calls for a fine of not more than \$1,000 or imprisonment for not more than one year, for falsely or willfully altering the designation of the district after signatures have been certified or for falsely marking or willfully altering, defacing, mutilating, destroying, suppressing or unlawfully signing or filing a nomination paper. Be careful to comply strictly with the requirements of the law.

**ELECTION CALENDAR FOR
REGIONAL SCHOOL COMMITTEE CANDIDATES**

CALENDAR OF EVENTS	DEADLINE DATES
5:00 p.m. last day and hour to submit papers to local board of registrars or election commissioners for certification of signatures.	Tuesday, July 23, 2024
5:00 p.m. last day and hour for registrars to complete certification of signatures.	Tuesday, August 13, 2024
5:00 p.m. last day and hour to apply for review of non-certified signatures.	Thursday, August 15, 2024
5:00 p.m. last day and hour for registrars to complete review of non-certified signatures.	Monday, August 19, 2024
5:00 p.m. last day and hour to file certified nomination papers with district clerk.	Tuesday, August 20, 2024
5:00 p.m. last day and hour for district clerk to notify the Secretary of the Commonwealth of certified candidates.	Tuesday, August 27, 2024
State Election	Tuesday, November 5, 2024