



2021 SCHOOL DISTRICT CANDIDATE FILING

I. OFFICES TO BE ELECTED

- **Anoka-Hennepin ISD #11**
 - School Board Member Sub-Districts 3, 4, 6; one seat per sub-district to serve a four-year term
- **Fridley ISD #14**
 - School Board Member At-Large; three seats to serve four-year terms
- **Spring Lake Park ISD #16**
 - School Board Member At-Large; four seats to serve four-year terms

II. CANDIDATE QUALIFICATIONS

- Candidates must be at least 21 years of age upon assuming office;
- Resident of the district for at least 30 days before the general election;
- Eligible to vote;
- Not filed for any other office at the upcoming general election; and
- Not been convicted of an offense for which registration is required under M.S. 243.166

III. HOW AND WHEN TO FILE

Affidavit of Candidacy

All candidates must complete and file an [Affidavit of Candidacy](#), along with a \$2 filing fee (or petition). Candidates must state that the name listed on their affidavit is their true name by which they are commonly known in the community. A candidate phone number is required. Affidavits must be signed in the presence of a notary or an individual authorized to administer oaths. Staff of the Anoka County Elections Office can perform this function free of charge.

Where to File

Candidate filing will take place at the Anoka County Elections Office, 2100 3rd Avenue, Suite 160, Anoka, MN 55303.

When to File

Affidavits of Candidacy must be submitted during the Filing Period: **Tuesday, July 27, 2021 – Tuesday, August 10, 2021**. Candidates who will be absent from the state during the filing period may arrange with the Anoka County Office of Elections and Voter Registration to file prior to departure.

Candidate Affidavit of Withdrawal

If after filing you decide you no longer wish to run for office, you must file an Affidavit of Withdrawal **no later than 5:00 p.m. on Thursday August 12, 2021**. The names of all candidates who do not file an Affidavit of Withdrawal before the deadline will appear on the ballot – **no exceptions**. The filing fee is non-refundable.

Respectful, Innovative, Fiscally Responsible

2100 3rd Avenue ▲ Anoka, MN 55303 ▲ www.anokacounty.us/elections
elections@co.anoka.mn.us ▲ 763-324-1300 ▲ FAX: 763-324-1160

Affirmative Action / Equal Opportunity Employer

Candidate Affidavits and Documents

All candidate filings will appear on the Secretary of State's Candidate Filings search page at <https://candidates.sos.state.mn.us/>. Candidate affidavits are posted as they are received, generally the same day.

IV. FINANCIAL REPORTING REQUIREMENTS

Campaign Finance Reports Available to the Public

Candidates must comply with regulations regarding disclosure of financial activities including contributions, expenditures and sources of personal income. Please refer to the [2020 Campaign Manual](#) for detail regarding financial disclosure laws. By law, all financial disclosures made by candidates are public documents. Reports submitted by candidates are posted on our website at www.anokacounty.us/elections.

Disclosure form required of ALL CANDIDATES:

ALL candidates, regardless of the amount received or expended, and regardless of whether the candidate is elected, must file the [Campaign Financial Report Certification of Filing](#) form due 7 days after the general election (November 9, 2021). Minnesota law imposes penalties for non-compliance with this requirement.

Disclosure forms required of CANDIDATES WHO RAISE OR SPEND \$750 OR MORE:

Candidates who raise or spend \$750 must begin filing campaign financial reports. The form used for each of the following submissions is the same ([Campaign Financial Report](#)), but each report must be completed to include receipts and expenditure which occur during the specified time frame.

Report Type	Due Date	Period Covered
Initial report	Within 14 days after a candidate or committee raises/spends more than \$750	
Pre-general report	Friday, October 22, 2021	From the last previously filed report to five days before the current report is due
Campaign Certification of Filing	Tuesday, November 9, 2021	**Required of all candidates to certify they did not raise/spend \$750 OR that they have filed all required reports to date
Post-general report	Thursday, December 2, 2021	From the last previously filed report to five days before the current report is due
Annual report	Monday, January 31, 2022	From the last previously filed report through December 31
Final Report	Once all debts are paid and all assets in excess of \$100, in the aggregate, are disposed of	From the last previously filed report to the point of all debts paid and all assets in excess of \$100, in the aggregate, disposed of

How to File Financial Reports

Financial Reports may be submitted in-person or by mail, fax, or email to:

Mail: Anoka County Elections, 2100 3rd Ave, Suite W160, Anoka, MN 55303
Fax: 763.324.1160
Email: elections@co.anoka.mn.us

Contribution Limits

The contribution limit for an individual/committee is \$600 in an election year (\$250 in non-election year).

Tax Filing Requirements

An IRS Fact Sheet of [Tax Filing Requirements for Political Organizations](#) is available for your information. For more information contact the IRS or your tax accountant.

V. CAMPAIGN TOOLS

Maps – order forms are included in your filing packet

- [Anoka County Geographic Information System \(GIS\)](#) - Maps showing precinct, county commissioner, legislative and senate district boundaries.
- [Minnesota Secretary of State](#) - Maps showing legislative, county, city, township, and school district boundaries.

[Precinct Finder](#) and [Polling Place Lists](#)

Contains voting districts by street name and house number. Order forms are included in your packet. Voters can confirm their polling place by visiting

[Registered Voter Lists](#)

Contains voter registration information including name, address, telephone number, and voting history. Order forms are included in your packet.

Absentee Balloting

- Voters must submit an [absentee ballot application](#) to vote absentee by mail. Note: the online application is NOT available for stand-alone school district elections.
- Ballot are mailed out started 46 days prior to Election Day (Friday, September 17).
- Early in-person absentee voting also begins at the Anoka County Government Center starting on Friday, September 17.
- Voters can track the status of their absentee ballot at mnvotes.org/track.

For more information about absentee voting, visit anokacounty.us/224/Vote-Early.

VI. CAMPAIGNING

[Political Signs](#)

The use of campaign signs is a vital part of any candidate's campaign. Minnesota statutes and local ordinances regulate the placement of political campaign signs. Additional information is available at the MN Secretary of State website.

State statute prohibits placement of signs in certain areas including:

- Placement, painting, printing or affixing on any object within the limits of any highway;
- On private land without the consent of the owner or occupant;
- On public utility poles;
- On trees or shrubs;
- By painting or drawing on rocks or natural features; and
- Within the "right of way" or blocking the sight lines of drivers entering the highway or leaving the highway onto public streets or private driveways

- The Minnesota Department of Transportation's provides information about [signs along highway right of way](#). If in doubt of the right-of-way at a specific location, contact the Anoka County Highway Department at 763.324.3100.

Municipal Sign Placement Restrictions

Municipalities can adopt regulations regarding campaign signs. Contact cities in your jurisdiction for more information.

Determining Rights-of-Way

Rights-of-way vary from location to location and can be difficult for candidates and campaign workers to determine. If in doubt of the right-of-way at a specific location, contact the Anoka County Highway Department at 763.324.3100.

Removal of Campaign Signs

Campaign signs determined to be in violation of local, state or federal law can be removed without prior notice. Generally, when a sign is noticed to be in violation and/or a complaint of a violation is received an attempt is made to contact the responsible candidate or campaign to remove the sign and place it in a legal location. If an illegally placed sign is not removed it may be dropped and placed outside of the highway right-of-way. Anoka County does not store election signs for retrieval.

Automatic Dialing Device Laws

Automatic dialing devices sometimes used in campaigning are regulated by the State. A [memorandum from the MN Attorney General's Office](#) is included here, providing guidance to candidates, political campaigns, political parties, political committees, and others concerning Minnesota's automatic dialing-announcing device law.

VII. ELECTION RESULTS

Election results for all contests and questions voted upon in Anoka County are reported through the State Election Reporting System administered by the Secretary of State at www.sos.state.mn.us. A complete listing of results for all elections held in the State appears on that website as they are reported. Voting statistics are posted to the same website in the days following the election.

Vote totals from in-person voters on Election Day are counted in individual precincts throughout Anoka County. Vote totals from ballots submitted by absentee voters are counted centrally at the Anoka County Elections Office. After the close of polls at 8:00 p.m. on election night, precinct election results are communicated to our office, combined with results from absentee ballots and then posted to the State Election Reporting System. Results obtained on election night are unofficial until approved by the Canvassing Board following each election.

VIII. INFORMATION ON SERVING ON THE SCHOOL BOARD

Candidates are encouraged to visit the school board website and/or contact the district directly to find out more information about serving on the board.

- Anoka-Hennepin ISD 11: <https://www.ahschools.us/schoolboard>
- Fridley ISD 14: <https://www.fridleyschools.org/school-board>
- Spring Lake Park ISD 16: <https://www.springlakeparkschools.org/discover/school-board>