

**KALISPELL PUBLIC SCHOOLS**  
**ELECTION PACKET**

**Flathead High School District III**

Representing Cayuse Prairie, Creston, Deer Park and Fair-Mont-  
Egan Elementary School Districts

**1 Seat      2 Year Term**

(completing the term of a trustee who resigned mid-term)

**Election Administrator:**

**Gwyn M. Andersen      751-3412**

**General Contact      751-3445**

**Due March 28, 2019 4:30 P.M.**

**KPS District Business Office**

**233 1<sup>st</sup> Avenue East**

**Kalispell, MT 59901**

# FLATHEAD HIGH SCHOOL District No. 5

## DISTRICT III - Board of Trustee

### Election Packet

#### 1. Oath of Candidacy Form

District III – Representing Cayuse Prairie, Creston, Deer Park, and Fair-Mont-Egan

1 2 year position

You must live within the boundaries of in one of the elementary school districts represented by the open seat.

This form must be notarized, only sign the form in front of a notary.

The School District Business Office can provide notary service if you chose to submit your form in person at the business office.

***Candidate must be registered to vote at the time the Oath of Candidacy is filed.***

#### 2. C1 Statement of Candidate

This form is required by the Secretary of State's office.

Complete this form and submit it with the other forms to the School District Business office and we will keep a copy of the form and send the original on to the Secretary of State's office.

#### 3. C5 Instructions for Reporting Campaign Finances

#### 4. C5 Form for Reporting Campaign Finances

Read the instructions carefully for reporting campaign finances directly to the Secretary of State's office.

There is also an option to report on line and you can go to the Secretary of State's website to do that.

If you do NOT have any campaign expenditures there is no reporting to be done.

#### 5. Code of Fair Campaign Practices

This information is provided for your information only.

Deadline for Filing:

Thursday, March 28, 2019

4:30 p.m.

Submit Forms: 1 and 2

Submit Forms to: School District No. 5 Business Office

Location for Submission: 233 First Avenue East

Kalispell, Montana 59901

Entry is from the parking area on the north side of the building. The business office is up 3 flights of stairs and at the very end of the hallway.

If you would prefer to have someone come to the entrance there is a telephone just inside the door for your use, can dial extension 3423 and someone will come and help you.

Office Hours: 8:00 a.m. to 4:30 p.m.

Monday through Friday

**DECLARATION OF INTENT AND OATH OF CANDIDACY FOR TRUSTEE CANDIDATES**

To the School District Clerk/Election Administrator of School District No. \_\_\_\_\_, \_\_\_\_\_  
County, State of Montana:

Filing for the office of School District Trustee: For a \_\_\_-year term at the Annual Regular School District  
Election to be held on the \_\_\_\_ day of May, 20\_\_.

Candidate Name (Print): \_\_\_\_\_

Mailing address: \_\_\_\_\_

City and State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Residence address: \_\_\_\_\_

City and State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

*I hereby affirm that I possess, or will possess, within the constitutional and statutory deadlines, the  
qualifications prescribed by the Constitution and law of the United States and the State of Montana.*

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
(Signature of Candidate)

Candidate must sign and acknowledge this Declaration of Intent before a Notary Public, if mailed, or  
before the Election Administrator or Deputy, if delivered in person.

State of Montana, County of \_\_\_\_\_

Signed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_  
*Printed Name of Candidate*

\_\_\_\_\_  
Signature of Notary or Public Official

\_\_\_\_\_  
Printed name of Notary or Public Official

Notary Public for the State of Montana

Residing at: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_, 20\_\_

SEAL/STAMP

**DECLARATION OF INTENT AND OATH OF CANDIDACY FOR TRUSTEE CANDIDATES**

Candidate Name (Print): \_\_\_\_\_

This Declaration of Intent for a trustee position must be submitted to the school district clerk/election administrator no later than 40 days before the election. **20-3-305, MCA**

Pursuant to **13-37-206, MCA**, all candidates for trustee positions in first-class districts located in counties with populations of 15,000 or more OR in county high school districts having student enrollments of 2,000 or more must report their campaign finance activities to the Montana Commissioner of Political Practices. Current forms are available at:

<http://politicalpractices.mt.gov/5campaignfinance/candidateinfo.mcp.x>.

**Please return this form to:**

Name of Election Official: \_\_\_\_\_

Representing: \_\_\_\_\_

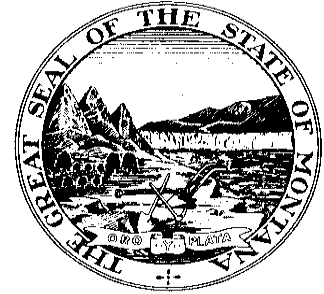
Address: \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

THE STATE OF MONTANA

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COMMISSIONER OF POLITICAL PRACTICES  
1209 Eighth Avenue  
Post Office Box 202401  
Helena, MT 59620-2401  
TELEPHONE: 406-444-2942  
FAX NUMBER: 406-444-1643  
WEBSITE: [www.politicalpractices.mt.gov](http://www.politicalpractices.mt.gov)



## E-MAIL ADDRESS REQUEST

### FORM C-1-A STATEMENT OF CANDIDATE

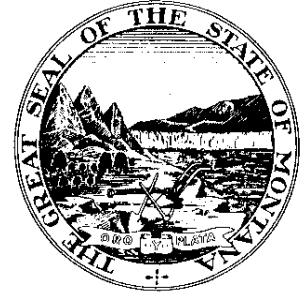
We are continuing to make efforts to reduce agency operating costs. To complement these efforts, I am requesting that each candidate filing a form C-1-A Statement of Candidate provide, if available, their e-mail address and their treasurer's e-mail address. Thereafter, communications from this office will be electronic. To go completely paperless, simply navigate to our Featured Online Services from our homepage, and use our new on-line candidate filing forms.

Thank you for your assistance.

Jeff Mangan  
Commissioner

January, 2018

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## INSTRUCTIONS (Revised 1/18) FORM C-1-A STATEMENT OF CANDIDATE

### WHO IS REQUIRED TO FILE A FORM C-1-A?

- All candidates campaigning for county and municipal offices must file a Form C-1-A.
- All candidates campaigning for school trustee offices in first-class districts located in counties with populations of 15,000 and more or in county high school districts having student enrollments of 2,000 or more must file a Form C-1-A.

### WHAT INFORMATION IS TO BE REPORTED?

Pursuant to Montana Code Annotated §§§ 13-37-201, 13-37-202, and 13-37-205, the following information is required to be reported:

- full name and complete mailing address of the treasurer;
- full name and complete mailing address of any deputy treasurer; and
- full name and complete address of the depository in which the campaign account is located.

#### *Please note:*

- *A candidate may appoint himself or herself as the campaign treasurer or deputy treasurer. Such an appointment subsequently may be changed by filing an amended Form C-1-A.*
- *The treasurer of a candidate's campaign is responsible for keeping detailed accounts of all contributions received and expenditures made by the campaign.*
- *The treasurer of a candidate's campaign is the individual to whom correspondence and notices will be sent unless the Commissioner's office is otherwise directed.*
- *A separate bank account must be established for a campaign in which any funds, including the candidate's personal funds, will be received or spent, that is, Box B or C is checked on the Affidavit of Reporting Status on Form C-1-A.*
- *Collecting of general funds during a contested primary are required to be maintained in a separate account.*

*In accordance with 44.11.304(2)Administrative Rules of Montana, if Box B has been checked and more than \$500 subsequently is received and/or expended, an initial financial report (Form C-5) must be filed within five (5) days of exceeding \$500 and financial reports must be filed according to schedule.*

### WHEN MUST A FORM C-1-A BE FILED?

A Form C-1-A must be filed within five (5) days after receiving or spending money, appointing a campaign treasurer, or filing for office, whichever occurs first.

### WHERE MUST A FORM C-1-A BE FILED?

- One copy is to be filed with the Commissioner of Political Practices at the address above. The report may be faxed provided the original report is submitted to the Commissioner immediately thereafter. The Commissioner's fax number and mailing address are provided above.
- One copy is to be retained for the candidate's records.

**COMMISSIONER OF POLITICAL PRACTICES**

1209 Eighth Avenue

Post Office Box 202401

Helena, MT 59620-2401

TELEPHONE: 406-444-2942

FAX NUMBER: 406-444-1643

WEBSITE: [www.politicalpractices.mt.gov](http://www.politicalpractices.mt.gov)

**Form C-1-A** (Revised 01/18)

**Statement of Candidate**

TO BE FILED by CANDIDATE for COUNTY, MUNICIPAL or SCHOOL OFFICE

ORIGINAL FILING

AMENDED FILING

TYPE OR PRINT IN INK ALL INFORMATION WITH EXCEPTION OF SIGNATURE

FOR OFFICE USE ONLY  
Date Received and Postmark Date

FULL NAME OF CANDIDATE \_\_\_\_\_

COMPLETE DESCRIPTION OF OFFICE SOUGHT \_\_\_\_\_

PARTY AFFILIATION, if any \_\_\_\_\_ COUNTY OF RESIDENCE \_\_\_\_\_

COMPLETE MAILING ADDRESS \_\_\_\_\_  
(Including City, State, Zip Code)

COMPLETE STREET ADDRESS \_\_\_\_\_  
(Including City, State, Zip Code)

E-Mail Address (Please Print) \_\_\_\_\_ Home Telephone Number \_\_\_\_\_ Work Telephone Number \_\_\_\_\_ Facsimile Number \_\_\_\_\_

FULL NAME OF CAMPAIGN TREASURER \_\_\_\_\_  
(Must be registered to vote in Montana)

COMPLETE MAILING ADDRESS \_\_\_\_\_  
(Including City, State, Zip Code)

COMPLETE STREET ADDRESS \_\_\_\_\_  
(Including City, State, Zip Code)

E-Mail Address (Please Print) \_\_\_\_\_ Home Telephone Number \_\_\_\_\_ Work Telephone Number \_\_\_\_\_ Facsimile Number \_\_\_\_\_

FULL NAME OF DEPUTY TREASURER, if any \_\_\_\_\_  
(Must be registered to vote in Montana)

COMPLETE MAILING ADDRESS \_\_\_\_\_  
(Including City, State, Zip Code)

E-Mail Address (Please Print) \_\_\_\_\_ Home Telephone Number \_\_\_\_\_ Work Telephone Number \_\_\_\_\_ Facsimile Number \_\_\_\_\_

**CAMPAIGN ACCOUNT INFORMATION**

FULL NAME OF BANK \_\_\_\_\_

COMPLETE ADDRESS \_\_\_\_\_  
(Including City, State, Zip Code)

**AFFIDAVIT OF REPORTING STATUS** (Check one) *a treasurer and bank must be designated.*

B I certify that I expect the total amount of contributions or expenditures will not exceed \$500 (including personal funds); however, if more than \$500 is received and/or expended, within 5 days of reaching this threshold I will file an initial financial report (form C-5) and I will file additional financial reports according to schedule.

C I expect to receive contributions and/or make expenditures exceeding \$500 (including personal funds). I will file an initial financial report (form C-5) according to schedule.

**CERTIFICATION:** I declare under penalty of perjury and under the laws of the state of Montana that the foregoing is true, complete and correct.

\_\_\_\_\_  
Candidate's Signature

\_\_\_\_\_  
Date



COMMISSIONER OF POLITICAL PRACTICES  
 1205 Eighth Avenue  
 Post Office Box 202401  
 Helena, MT 59620-2401  
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**FOR OFFICE USE ONLY**  
 Date Received and Postmark Date

**FORM C-5** (Revised 08/08)  
**CANDIDATE CAMPAIGN FINANCE REPORT**

ORIGINAL FILING

OR

AMENDED FILING

REPORTING PERIOD: From \_\_\_\_\_ To \_\_\_\_\_

*TYPE OR PRINT IN INK ALL INFORMATION ON THIS FORM EXCEPT CERTIFICATION SIGNATURE*

<p>_____  <b>FULL NAME OF CANDIDATE</b></p> <p>_____  <b>COMPLETE MAILING ADDRESS</b>  <i>(Include City, State, Zip Code)</i></p>	<p><b>COMPLETE DESCRIPTION                  OF OFFICE SOUGHT                  (Required)</b></p>	<table border="1"> <tr><td><input type="checkbox"/></td><td>Initial Report</td></tr> <tr><td><input type="checkbox"/></td><td>Periodic Report</td></tr> <tr><td><input type="checkbox"/></td><td>Closing Report</td></tr> <tr><td><input type="checkbox"/></td><td>No transactions in period</td></tr> </table>	<input type="checkbox"/>	Initial Report	<input type="checkbox"/>	Periodic Report	<input type="checkbox"/>	Closing Report	<input type="checkbox"/>	No transactions in period
<input type="checkbox"/>	Initial Report									
<input type="checkbox"/>	Periodic Report									
<input type="checkbox"/>	Closing Report									
<input type="checkbox"/>	No transactions in period									
<p><b>CASH SUMMARY: MONEY RECEIVED AND SPENT</b></p> <p>1. <b>CASH IN BANK</b> – Balance from previous report.....</p> <p>2. <b>RECEIPTS</b> – Total received and deposited this period from Schedule A.....</p> <p>3. <b>CORRECTIONS</b> – Addition or subtraction from Schedule D (<b>Circle: + or --</b>)</p> <p style="text-align: right;"><b>Subtotal</b>.....</p> <p>4. <b>EXPENDITURES</b> – Total paid out this period from Schedule B.....</p> <p>5. <b>CASH IN BANK</b> – Ending balance this report.....</p>	<p style="text-align: center;"><b>PRIMARY</b></p> <p>\$ _____</p> <p>\$ _____</p> <p>+ -- \$ _____</p> <p>\$ _____</p> <p>-- \$ _____</p> <p>\$ _____</p>	<p style="text-align: center;"><b>GENERAL</b></p> <p>\$ _____</p> <p>\$ _____</p> <p>+ -- \$ _____</p> <p>\$ _____</p> <p>-- \$ _____</p> <p>\$ _____</p>								

**CERTIFICATION**

I, \_\_\_\_\_, \_\_\_\_\_, declare under penalty of perjury and under the laws of the state of Montana that the foregoing including all attachments is true, complete and correct, in accordance with Montana Code Annotated, Title 13, chapter 37.

\_\_\_\_\_  
 Signature

*NOTE: Report **MUST BE SIGNED** by the candidate or candidate's treasurer whose name is on the Statement of Candidate form on file in the office of the Commissioner of Political Practices.*

SCHEDULE A. Receipts – This Reporting Period			In-Kind Description & Value		Cash or Check Amount		Total to Date Amount	
			PRIMARY	GENERAL	PRIMARY	GENERAL	PRIMARY	GENERAL
1. Candidate's Personal Contributions								
2. Contributions Less Than \$35 Each								
3. Loans Creditor's full name/complete mailing address <i>REQUIRED</i>	Occupation & Employer <i>REQUIRED</i>	Loan Date <i>Required</i>						
	_____ Occupation _____ Employer							
	_____ Occupation _____ Employer							
	_____ Occupation _____ Employer							
4. Interest, Rebates, Refunds, Fundraisers, and Other Miscellaneous Receipts ( <i>Describe</i> )		Date <i>Required</i>						
<b>TOTAL RECEIPTS THIS PAGE</b>								

<b>SCHEDULE A.</b> <b>Receipts – This Reporting Period</b> (continued)		<b>In-Kind</b> Description & Value		<b>Cash or Check</b> Amount		<b>Total to Date</b> Amount	
		PRIMARY	GENERAL	PRIMARY	GENERAL	PRIMARY	GENERAL
<b>5. Political Action Committee Contributions</b> Committee's <u>full registered name</u> and complete mailing address <u>REQUIRED</u>	Date Received <u>Required</u>						
_____ Registered Name _____ Address _____ City, State, Zip Code							
_____ Registered Name _____ Address _____ City, State, Zip Code							
_____ Registered Name _____ Address _____ City, State, Zip Code							
_____ Registered Name _____ Address _____ City, State, Zip Code							
_____ Registered Name _____ Address _____ City, State, Zip Code							
_____ Registered Name _____ Address _____ City, State, Zip Code							
<b>TOTAL RECEIPTS THIS PAGE</b>							

IF ADDITIONAL PAGES ARE NEEDED, THIS FORM MAY BE REPRODUCED

<b>SCHEDULE A.</b> <b>Receipts – This Reporting Period</b> (continued)	<b>Date Received</b>	<b>In-Kind Description &amp; Value</b>		<b>Cash or Check Amount</b>		<b>Total to Date Amount</b>	
		<b>PRIMARY</b>	<b>GENERAL</b>	<b>PRIMARY</b>	<b>GENERAL</b>	<b>PRIMARY</b>	<b>GENERAL</b>
<b>6. Political Party Committee Contributions</b> Full name & complete mailing address <i>REQUIRED</i>	<b>Date</b> <i>Required</i>						
_____ Name _____ Address _____ City, State, Zip Code							
_____ Name _____ Address _____ City, State, Zip Code							
_____ Name _____ Address _____ City, State, Zip Code							
<b>7. Incidental Committee Contributions</b> Full name & complete mailing address <i>REQUIRED</i>	<b>Date</b> <i>Required</i>						
_____ Name _____ Address _____ City, State, Zip Code							
<b>8. Other Political Committee Contributions</b> Full name & complete mailing address <i>REQUIRED</i>	<b>Date</b> <i>Required</i>						
_____ Name _____ Address _____ City, State, Zip Code							
<b>TOTAL RECEIPTS THIS PAGE</b>							

<b>SCHEDULE A. Receipts – This Reporting Period</b> (continued)							
<b>9. Individual Contributors of \$35 or More</b> <i>REQUIRED:</i> ONE NAME ONLY FOR EACH CONTRIBUTION Full name, complete mailing address, occupation, & employer		<b>In-Kind Description &amp; Value</b>		<b>Cash or Check Amount</b>		<b>Total to Date Amount</b>	
		PRIMARY	GENERAL	PRIMARY	GENERAL	PRIMARY	GENERAL
_____ Name _____ Address _____ City, State, Zip Code	_____ Occupation _____ Employer						
_____ Name _____ Address _____ City, State, Zip Code	_____ Occupation _____ Employer						
_____ Name _____ Address _____ City, State, Zip Code	_____ Occupation _____ Employer						
_____ Name _____ Address _____ City, State, Zip Code	_____ Occupation _____ Employer						
_____ Name _____ Address _____ City, State, Zip Code	_____ Occupation _____ Employer						
<b>TOTAL RECEIPTS THIS PAGE</b>							
<b>TOTAL RECEIPTS THIS REPORTING PERIOD</b> <u>Include ALL of Schedule A (Sections 1 - 9) in this total</u>							

IF ADDITIONAL PAGES ARE NEEDED, THIS FORM MAY BE REPRODUCED

SCHEDULE B. Expenditures – This Reporting Period	Purpose	Date	Amount	
			PRIMARY	GENERAL
1. PETTY CASH Expenditures (TOTAL THIS PERIOD)				
2. All Other Expenditures Full name and complete mailing address of each payee <i>REQUIRED</i>				
_____ Name _____ Address _____ City, State, Zip Code				
_____ Name _____ Address _____ City, State, Zip Code				
_____ Name _____ Address _____ City, State, Zip Code				
_____ Name _____ Address _____ City, State, Zip Code				
_____ Name _____ Address _____ City, State, Zip Code				

**TOTAL EXPENDITURES THIS PAGE--INCLUDING PETTY CASH**

**TOTAL EXPENDITURES THIS REPORTING PERIOD ALL of Schedule B (Sections 1 & 2) in this total**

IF ADDITIONAL PAGES ARE NEEDED, THIS FORM MAY BE REPRODUCED

<b>SCHEDULE C. Debts and Loans Not Yet Paid</b>				
Full name and complete mailing address of each creditor <i>REQUIRED</i>	Purpose	Date Incurred	Balance Due	
			PRIMARY	GENERAL
_____ Name _____ Address _____ City, State, Zip Code				
_____ Name _____ Address _____ City, State, Zip Code				
_____ Name _____ Address _____ City, State, Zip Code				

<b>SCHEDULE D. Utilize this section to report <u>corrections</u> to receipts, contributions, and expenditures <u>reported on a prior report.</u></b>			
Originally Reported on DATE	SCHEDULE	As Originally Reported	Explain Correction

IF ADDITIONAL PAGES ARE NEEDED, THIS FORM MAY BE REPRODUCED