



To: Superintendent, Superintendent's Administrative Assistant,
and Council of School Attorneys Member Addressed

From: TASB Legal Services

Date: July 31, 2017

Subject: November 7, 2017 Election Calendar and FAQ

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For school districts preparing for the November 7, 2017 election of school board trustees, this memo provides important dates, deadlines, and quick answers to frequently asked questions.

For in-depth information about conducting an election, processing a candidate application, candidate campaign filing requirements, and political advertising please consult the Texas Secretary of State Elections Division website at sos.state.tx.us/elections/laws/schoollaws.shtml¹, the Texas Ethics Commission website at ethics.state.tx.us/, or *TASB Legal Services' Guide to School District Elections*, available in the TASB store at store.tasb.org/tasb-legal-services-guide-to-school-district-elections/.

Election Deadlines

Q. What are the important deadlines for the November general trustee election?²

** Note: Most of the dates below pertain to a general trustee election. Deadlines for a special election to fill a trustee vacancy may vary from a general trustee election. Some special election dates are included below, but a district holding a special election should contact the*

¹ The Elections Division offers numerous forms at sos.state.tx.us/elections/forms/pol-sub/index.shtml and sos.state.tx.us/elections/forms/index.shtml.

² Deadlines and requirements for tax ratification elections (TREs) or bond elections may be different. For information on TREs, please consult TASB Legal Services [2017 Tax Ratification Election Information and Timelines](#). For information on bond elections, review TASB Policy CCA(Legal) or contact the Elections Division, TASB Legal Services, or the district's school attorney or bond counsel.

Elections Division, TASB Legal Services, or the district's school attorney for answers to more specific questions.

The Elections Division creates and maintains a comprehensive election law calendar for each uniform election date. The calendar can be found at sos.state.tx.us/elections/laws/november-7-election-calendar-2017.shtml. The most important general election dates for school districts are as follows:

- **Thursday, June 22, 2017:** Deadline to post notice of the application filing period.
- **Saturday, July 22, 2017:** First day to file an application for a place on the ballot.
 - * Note: Although this is the first day to file, a school district is not required to be open. The Elections Division recommends that someone be available to accept filings for a few hours most days during the candidate filing period, with a schedule of available days and times posted on the district's website and meetings bulletin board. Filing may begin before the board orders a **general** election.*
- **Wednesday, August 9, 2017:** Deadline to submit request for exemption from the use of accessible voting equipment to the Secretary of State's office.
 - * Note: For more information, including an application and instructions, refer to sos.state.tx.us/elections/laws/exemptions%20-voting-system-accessibility-req.shtml.*
- **Monday, August 21, 2017:**
 - Deadline to order the November general election.
 - Deadline to file application for a place on the ballot (5:00 p.m.).
 - * Note: The Elections Division strongly recommends that someone be available to accept filings on the filing deadline, especially from 2:00-5:00 p.m.*
- **Friday, August 25, 2017:** Deadline for declaration of write-in candidacy.
- **Monday, August 28, 2017:**
 - Recommended first day an unopposed election may be cancelled if requirements are satisfied.
 - Recommended date to appoint presiding and alternate judges.
 - Last day a candidate may withdraw from the election.³

³ If a candidate withdraws or is declared ineligible by this date, his or her name is omitted from the ballot. House Bill 1661 (2017) allows withdrawal after the deadline under certain circumstances.

- **Tuesday, August 29, 2017:**
 - Deadline to order special election to fill a vacancy and have the filing deadline be the 62nd day before election day.
 - Recommended deadline to hold ballot position drawing to determine order of candidates' names on the ballot. Notice of a ballot drawing must be posted continuously for 72 hours immediately preceding the scheduled date and time of the drawing and notice must be mailed to candidates not later than the fourth day before the ballot drawing date.
- **Wednesday, September 6, 2017:** Deadline to file application for a place on the ballot or declaration of write-in candidacy in a special election ordered on or before the 70th day before election day.
- **Friday, September 8, 2017:** Deadline to deliver notice of the election to the county clerk/elections administrator and voter registrar.
- **Monday, September 11, 2017:** Last day a candidate may withdraw from a special election ordered on or before the 70th day before election day.
- **Monday, September 18 – Sunday, December 17, 2017: Mandatory office hours—**A district must keep the office open for election duties for at least three hours each day, during regular office hours, on days on which the district's main office is regularly open for business.
- **Friday, September 22, 2017:**
 - Deadline to challenge application for a place on the ballot as to form, content, and procedure if ballots are mailed on the 45th day before election day (**Saturday, September 23, 2017**). If ballots were mailed before that day, this deadline will change.
** Note: Senate Bill 44 (2017) provides that an application may not be challenged as to form, content, or procedure after the day **before** any ballot to be voted early by mail is mailed to an address in the authority's jurisdiction.*
 - Deadline to order special election to fill a vacancy. If the election is ordered after the 70th day before the election (**Tuesday, August 29, 2017**), the filing deadline is the 40th day before election day (**Thursday, September 28, 2017**).
- **Thursday, September 28, 2017:** Deadline to file application for a place on the ballot or declaration of write-in candidacy in a special election ordered after the 70th day but on or before the 46th day before election day.
- **Tuesday, October 3, 2017:** Last day a candidate may withdraw from a special election ordered after the 70th day but on or before the 46th day before election day.

- **Sunday, October 8 – Saturday, October 28, 2017:** Timeframe in which to publish notice of the election.
 - * *Note: School districts are required to publish notice in a local newspaper in addition to giving notice by other methods. School districts also must publish notice of the election on the district’s website, if the district maintains one. The Elections Division strongly recommends that a district also post on its website the notice regarding accepting voters with certain disabilities.*⁴
- **Tuesday, October 10, 2017:** Last day to register to vote or make changes to a voter’s address to be effective for the November election.
- **Tuesday, October 17, 2017:** Deadline to post notice of election on bulletin board used for posting board meeting notices.
- **Monday, October 23, 2017:** First day for early voting in person.
 - * *Note: This date is extended to Monday because the first legal day to start early voting falls on a Saturday. School districts are **required to be open** during the entire early voting period, except on state or national holidays.*
- **Friday, November 3, 2017:** Last day for early voting in person.
- **Tuesday, November 7, 2017: Election Day:** Polling places must be open from 7 a.m. to 7 p.m.
- **Friday, November 10 – Monday, November 20, 2017: Canvassing period**⁵
 - * *Note: The canvass may not be conducted until the early voting ballot board has counted and verified all provisional ballots and counted all timely received ballots provided to persons outside the United States that are cast in the election. If a school district cancelled its election due to unopposed candidates, this is when the newly elected (unopposed) candidates are issued a certificate of election and sworn into office.*
 - This date is extended to Monday because the last day falls on Saturday.*

⁴ House Bill 658 (2017) allows an election officer to accept a person with a *mobility problem that substantially impairs a person’s ability to ambulate* to vote before others who arrived at the polling place before the person. A statutorily prescribed notice must be posted in each polling place where it can be read by people waiting to vote. The notice must be posted on the county’s website, but the Elections Division strongly recommends that it also be posted on school district websites.

⁵ This period is now longer and matches the canvassing period for elections on the May uniform election date. House Bill 929 (2017) changes the time period for the canvass in all elections except those held on the date of the general election for state and county officers (the November uniform date in even-numbered years). The canvass must be conducted not later than the 11th day after election day and not earlier than the later of the third day after election day; the date on which the early voting ballot board has verified and counted all provisional ballots, if any; or the date on which all timely received ballots cast from addresses outside the U.S. are counted, if any.

- **Thursday, December 7, 2017:** Deadline to file electronic precinct-by-precinct returns with the Secretary of State's office.

For more information, refer to TASB Policy BBB(LEGAL) and associated policies.

Ordering an Election

Q. What must the election order contain?

The order must include the following:

1. The date of the election;
2. The offices or measures to be voted on;
3. The location of the main early voting polling place;
4. The dates and hours for early voting;
5. The dates and hours of any Saturday and Sunday early voting, if applicable; and
6. The early voting clerk's official mailing address.

A sample Order of Election (Form AW1-3) can be found on the Elections Division Website at sos.state.tx.us/elections/forms/pol-sub/1-3f.pdf.

The deadline to order an election for the upcoming November date is **Monday, August 21, 2017**.

Q. When is the deadline to order a special election to fill a vacancy?

A special election that is not held on the uniform date in November of even-numbered years must be ordered as soon as practicable after the vacancy occurs. Other deadlines may depend on when the election is ordered. A district holding a special election to fill a vacancy in November should consult its school attorney to verify the applicable deadlines.

Notice of the Election

Q. How and when does a district provide notice of the election?

Newspaper: Notice must be published at least once, not earlier than the 30th day or later than the 10th day before election day, in a newspaper published in the territory that is covered by the election and is in the jurisdiction of the district, or in a newspaper of general circulation in the territory if none is published in the jurisdiction of the district.

Bulletin Board: Notice must be posted not later than the 21st day before election day on a bulletin board used by the school district to post board meeting notices.

Website: Notice must also be posted on the school district's website, if the district maintains one. The Elections Division strongly recommends that a district also post on its website the notice regarding accepting voters with certain disabilities. (See above at **Sunday, October 8 – Saturday, October 28, 2017**)

Notice must include the following:

1. The type and date of the election;
2. The location of each polling place;
3. The hours the polls will be open;
4. The location of the main early voting polling place;
5. The regular dates and hours for early voting by personal appearance;
6. The dates and hours of any Saturday or Sunday early voting, if any; and
7. The early voting clerk's mailing address.

Although not required, the Elections Division recommends that the notice also include the designated e-mail address at which the early voting clerk may receive applications for a ballot by mail. For more information on notice requirements, see Note 9 in the Elections Division's election law calendar at sos.state.tx.us/elections/laws/november-7-election-calendar-2017.shtml. School districts can access a sample Notice of Election from the Elections Division Website at sos.state.tx.us/elections/forms/pol-sub/1-11f.pdf.

In addition to publishing notice, a school district must deliver notice of the election to the county clerk/elections administrator and voter registrar of each county in which the district is located no later than **Friday, September 8, 2017**.

Candidate Filing Information

Q. What is the first day a candidate can file for office? When is the filing deadline?

The first day to file an application for a place on the ballot is **Saturday, July 22, 2017**. Candidates may file for office anytime from this date until the deadline, even if the election has not yet been ordered. Even though this date falls on a Saturday and is the first day to file, a school district is not required to be open to accept an application in person.

The deadline to file *an application for a place on the ballot* is **5:00 p.m., Monday, August 21, 2017**. The deadline to file *a declaration of write-in candidacy* is **5:00 p.m., Friday, August 25, 2017**.

School districts are required to make applications available for potential candidates. A sample application can be found on the Elections Division Website at sos.state.tx.us/elections/forms/pol-sub/2-21f.pdf.

** Note: The filing deadlines for a special election to fill a vacancy depend on when the election is ordered and are set out generally with other deadlines above.*

Q. What is the district's responsibility for verifying the information on a candidate's application?

Once a candidate files an application for a place on the ballot, the district is responsible for reviewing the application to determine whether it complies with the legal requirements as to *form, content, and procedure*. In other words, the filing authority checks to be sure it was filed correctly and in a timely manner and that all required information is completed and attested to.⁶

The authority has five days to review an application and determine whether it is legally sufficient. If an application does not comply with the applicable requirements, the filing authority must reject the application and immediately deliver to the candidate written notice of the reason for the rejection.

Senate Bill 44 (2017) amended the deadline to challenge an application as to form, content, and procedure. Under this new law, an application may not be challenged after the day **before** any ballot to be voted early by mail is mailed to an address in the authority's jurisdiction. Further, a challenge must state with specificity how the application does not comply with applicable requirements, and the authority's review is limited to the specific items challenged and any response filed by the candidate.

If the information on a candidate's application indicates that the candidate is ineligible for the office (e.g., an address outside the district's boundaries is listed as the candidate's address on the application), or facts indicating that the candidate is ineligible are conclusively established by another public record (e.g., the district receives a copy of a felony conviction from which the candidate has not been pardoned or released), the district must declare the candidate ineligible, in accordance with Texas Election Code section 145.003. The Elections Division advises that no public record conclusively establishes residency.

⁶ Effective September 1, 2017, House Bill 2157 (2017) will require that an application for a place on the ballot be signed and sworn to before a person authorized to administer oaths in this state.

For more information on reviewing applications and the process for declaring candidates ineligible, see the Elections Division's guidance regarding candidacy filing at sos.state.tx.us/elections/laws/candidacy.shtml.

Q. What if an important election deadline falls on a holiday?

Filing deadlines: Some school breaks are not considered an official state or federal holiday (e.g., fall break); therefore, a school district cannot be "closed for fall break" or other school break and unable to observe election deadlines. If a deadline falls during a school closure, a school district must maintain regular office hours on that day and have a representative available on-site. On days that are filing deadlines, the representative must be on site until 5:00 p.m. to allow all candidates to file until that time. The Elections Division cautions that, even if a district accepts applications by mail and fax, the district will have no reliable witness to say who met the filing deadline if there is no one at the district at 5:00 p.m.

Mandatory Office hours: From **Monday, September 18 through Sunday, December 17, 2017**, a district is required to have mandatory office hours. During this time, a representative of the district must keep the office open for election duties for at least three hours each day, during regular office hours, on regular business days. A regular business day means a day on which the school district's main business office is regularly open for business. Thus, a district may be closed during this period for a school holiday.

Early voting by personal appearance: If a school holiday falls on a day that is a federal or state holiday, the school district is not required to be open to conduct early voting by personal appearance. If a school holiday falls on a day during the early voting period that is not a federal or state holiday, however, the school district must be open to conduct early voting. This differs from the requirements for mandatory office hours.

Cancelling an Election

Q. When may an election be cancelled?

Under certain circumstances, the Texas Election Code allows a school board to cancel an election and declare unopposed candidates "elected" to office:

At-large elections: In a district where candidates are elected at large (i.e., all eligible voters in the district vote for each position on the ballot), the board may cancel an election if each candidate whose name is to appear on the ballot is unopposed after all pertinent filing deadlines have passed.

Single-member district elections: If a candidate in a single-member district is unopposed, the board may cancel the election within that single-member district *only* if there are no opposed at-large races within that election. If it is cancelled in a single-member district, the election will still be conducted for those single member districts with opposed candidates.

Regardless of the method of electing board members, if the school district has a proposition on the ballot (as in a bond or tax ratification election) where board members were to be elected, the proposition portion of the election will continue. The proposition election is considered a separate election. In this circumstance, the ballot will include the unopposed candidates' names under the heading "Unopposed Candidates Declared Elected" at the bottom of the ballot containing the proposition.

In addition, a special election to fill a vacancy is considered a separate election from the general trustee election, even if they are held on the same day. Thus, each would be considered independently for cancellation purposes.

The Election Division's *Cancellation of Election* outline is a good resource for more information about this process, available at sos.state.tx.us/elections/laws/cancellation.shtml.

Q. How does a district cancel an election?

After all pertinent candidate filing deadlines have passed and the board president has received the certification of unopposed status from the authority responsible for preparing the ballot, the board may take action in a properly-posted open meeting to cancel the election and declare the unopposed candidates elected. A copy of the order cancelling the election must be posted on election day at each polling place that would have been used in the election. A copy of the cancellation order may be posted on the polling place door.

The recommended first day that a general trustee election may be cancelled is **Monday, August 28, 2017**, because this is the first business day after both the filing and write-in deadlines have passed.

If the election is cancelled, the Texas Election Code requires the board to issue a Certificate of Election to each candidate who is declared elected in the same manner and at the same time as required for a candidate elected at the election. The Elections Division advises that Certificates of Election are issued to unopposed candidates *after* election day and no earlier than the prescribed canvassing period. The unopposed candidates then complete the Statement of Elected Officer and are sworn in just as candidates elected at an election.

A sample order of cancellation and the Certificate of Election can be found on the Elections Division Website at sos.state.tx.us/elections/forms/pol-sub/index.shtml.

Q. What happens if no one files as a candidate for the school board?

According to the Elections Division, the appropriate time to declare the official result—that no one filed and no one won—is at the canvass. An election may be cancelled if no one files for positions up for election, but a vacancy in an office for which no one filed is declared at a meeting after election day. Any such vacancy is then filled in the usual manner for filling vacancies on the board. See TASB Policy BBC(LEGAL).

Joint Election Requirements

Q. What is a joint election?

A joint election occurs when two political subdivisions (e.g., a city and a school district) conduct all or part of their elections together and share polling locations. The purpose of joint elections is to provide convenience to the voters of political subdivisions with overlapping boundaries. Joint elections are covered by Texas Election Code chapter 271. The law includes two requirements for holding joint elections:

1. Create a joint election agreement that sets out the terms of the joint election.
2. Share at least one common election-day polling place.

A district that conducts a joint election with a city is not required to share every election-day polling place with the city. Sharing at least one satisfies the joint election requirement. Practically, however, it may be more efficient and economical to share more than one or all polling places with the city. Additionally, a district should work with the joint election partner to ensure that the entities are using the county election precincts located within the election entities' boundaries in accordance with Texas Election Code sections 42.002, 42.0621, and 43.004(b).

All other joint election choices are left to the entities involved in the election. Specifics regarding the distribution of costs and responsibilities for ballots, selection of election workers, the consequences of one entity cancelling its election, issues related to equipment, early voting details, and other issues are not prescribed by law; therefore, these matters should be addressed in the joint election agreement. The law is flexible enough to allow the entities to structure the election to best serve voters. For more on joint elections, see sos.state.tx.us/elections/laws/cwpp-joint-election-fags.shtml, sos.state.tx.us/elections/laws/isd-joint-elections.shtml, and notes 7 and 8 in the Elections Division's election law calendar at sos.state.tx.us/elections/laws/november-7-election-calendar-2017.shtml.

Q. *Must a school district hold a joint trustee election?*

Yes. Elections for school board trustees must be held as joint elections under Texas Education Code section 11.0581. A district shall conduct its trustee election on the same date as (1) the election for the members of the governing body of a municipality located in the school district, (2) the general election for state and county officers (November of even-numbered years), or (3) the election for members of the governing board of a public junior college district in which the school district is wholly or partly located.

Q. *Does the requirement to conduct joint elections apply to bond elections?*

No. Texas Education Code section 11.0581 only applies to school board trustee elections. If a district chooses to hold a bond election with the trustee election, however, the bond election will be covered by the same joint election requirements as the trustee election.

Q. *What happens if a district's joint election partner cancels its election?*

This tends to be a more common occurrence during the May uniform election cycle as school districts more often hold joint elections with counties for November elections. Many smaller cities, like small school districts, have cancelled their elections for many years. Once a school district enters into a joint election agreement to hold a joint election with a city, the joint election requirements are satisfied. If the city cancels, the school district has done everything it can to comply with the law. The school district may hold its election without the city.

Election Precincts

Q. *What are the requirements for use of county election precincts on the November uniform election date?*

For an election held on the uniform election date in November, school districts must use the county election precincts and county polling places as required by Texas Election Code sections 42.002(a)(5), 42.0621(a), and 43.004. For more information on the required use of county polling places, see note 5 in the Elections Division's election law calendar at sos.state.tx.us/elections/laws/november-7-election-calendar-2017.shtml.

Election Procedures

Q. *Must a school district election use handicap-accessible voting machines?*

Yes. The federal Help America Vote Act prompted the Texas Legislature to require that each polling place provide at least one voting station that provides a practical and effective means

for voters with physical disabilities to cast a secret ballot. Tex. Elec. Code § 61.012. As a result, a district is required to provide at least one accessible electronic voting system in each polling place. To obtain accessible voting equipment, a district may purchase a voting system directly from an authorized vendor, lease the county's accessible voting system for the district's election, or acquire a system by purchase, lease, or other means from any other source.

Texas Election Code section 61.013 relaxes this requirement for certain elections. For elections in which a federal office is not on the ballot, a smaller county or a political subdivision in those counties may be entitled to an exemption from the requirement to provide an accessible machine in each polling place. The deadline to request this exemption from the Secretary of State's office is **Wednesday, August 9, 2017**. For more information, including an application and instructions, refer to the Elections Division Website at sos.state.tx.us/elections/laws/exemptions%20-voting-system-accessibility-req.shtml.

Additionally, ensure that the custodian of election records or joint election partner responsible for electronic voting systems is aware of the requirements to conduct pre-election testing of the electronic voting systems in accordance with Texas Election Code chapter 129.

Q. Is a district required to submit a preclearance to the U.S. Department of Justice?

No, this is no longer required.

Q. Must a district conduct background checks on citizens who come on campus to vote?

Currently, no statutes specifically address conducting background checks on citizens who come on school district campuses solely for the purpose of voting. In order to vote, a person is required to be a registered voter and present identification at the polling place. If a person comes on school district property to vote, election workers will check the qualifications and identification of these persons.

TASB Legal Services generally recommends that school districts leave these matters to the election workers rather than school employees. School campuses concerned about safety while the campus is being used as a polling site may want to address the concern by strategically choosing the polling location. Logistically, a polling place requires a large, open, handicap-accessible space, so an ideal location would be an area on the outskirts of a campus away from students (e.g., auditorium, gym, or foyer) or at an administrative building. Ideally the site should be partitioned or closed off from the rest of campus so that voters will not be able to pass through the polling place and into the rest of the building without clearance through the school district's visitor screening process.

If a voter wants to stay on campus or enter another area of campus, school district employees may then run a background check as they would for any other campus visitor. The Elections Division has the authority to approve a form to be posted in polling places defining the boundaries of the polling place and notifying voters that they will be subject to security measures if they proceed past the designated polling place. State law and many school district practices allow a district to obtain criminal history information for campus visitors by requiring a visitor to show his or her driver's license or using an electronic database to determine if the person is a sex offender. See TASB Policies GKC(LEGAL) and (LOCAL).

** Note: House Bill 332 (2017) requires each school district to include in its multi-hazard emergency operations plan (EOP) a policy for school district property selected for use as a polling place. A school board may consult with local law enforcement regarding reasonable security accommodations, but the bill does not require a school district to obtain or contract for the presence of law enforcement to secure a polling place. Failing to include polling places in the EOP does not affect the requirement in the Texas Election Code for a school district to make schools available for use as polling places.*

Q. Is a district required to conduct background checks on election judges and clerks?

The answer depends on whether the election officials and workers are involved in *pre-election* programming, testing, and preparing of electronic voting systems.

Election workers involved with electronic voting systems: The general custodian of election records must conduct criminal background checks on election officials, staff and temporary workers who are engaged in pre-election programming, testing and preparing of the voting system equipment for early voting and election day. This includes temporary workers hired to test, store, or service voting equipment.

If a school district contracts with a vendor (including a county or city) to program, test, or perform maintenance on the voting equipment prior to an election, the vendor may be required to certify that a criminal background check has been performed on the necessary employees. The Elections Division recommends that part of the agreement or contract with the vendor include the following suggested language certifying that the vendor has performed the check:

_____ certifies that a criminal background check on all employees, including temporary employees, that may program, test, perform maintenance, transport equipment, or perform technical support on the voting system equipment for (name of entity) has been performed. _____ has determined there are no findings that would prevent the employees from performing their assigned duties.

For further information regarding voting systems, please see the Elections Division's information page at sos.state.tx.us/elections/laws/votingsystems.shtml.

Poll workers: The criminal background check requirement does not apply to poll workers (election judges and clerks) assigned to work election voting centers or precincts.

Post-Election Procedures

Q. When and by whom must the votes be canvassed?

Votes must be canvassed no earlier than **Friday, November 10** or later than **Monday, November 20, 2017**. The canvass may not be conducted until the early voting ballot board has verified and counted all provisional ballots, if a provisional ballot has been cast in the election AND counted all timely received ballots cast from addresses outside the United States, if a ballot by mail was provided to a person outside of the United States.

Two board members constitute a quorum for purpose of canvassing the election. The canvass must be done in a properly-posted open meeting, with notice of the canvass posted at least 72 hours continuously before the canvass is conducted. Under the Open Meetings Act, no other school business may be conducted at this meeting unless there is a full quorum present and the other business is properly posted on the meeting notice. Under House Bill 1001 (2017), the presiding officer of the canvassing authority must note the completion of the canvass in the minutes or recording required under the OMA.

The canvassing authority shall prepare a tabulation stating the following:

1. Each candidate
 - a. Total number of votes received in each precinct
 - b. Sum of precinct totals tabulated
2. Votes FOR and AGAINST each measure
 - a. Total number of votes received in each precinct
 - b. Sum of precinct totals tabulated
3. Total number of voters in each precinct who cast a ballot for a candidate or for or against a measure in the election.

The Elections Division recommends that the presiding officer issue the Certificates of Election at the canvass. If an election was cancelled due to unopposed candidates, this canvassing period is the time when the district will issue Certificates of Election to the unopposed candidates declared elected, and proceed with the final steps to install the new board members.

After the election, **Thursday, December 7, 2017**, is the deadline for filing electronic precinct-by-precinct returns with the Secretary of State's office. For more information, contact the Elections Division at 800-252-8683.

For additional information on post-election procedures, see TASB Legal Services' [After the School Board Election](#).

Although this memo is intended to answer several of the most frequently asked questions regarding trustee elections, it is not exhaustive in addressing all possible issues that might arise. It is important for a school district to consult its own attorneys in order to apply these legal principles to specific fact situations. For additional information, call TASB Legal Services at 800.580.5345 or the Elections Division at 800.252.8683.

Updated July 2017