

### Post-Election Issues

*Q: When and by whom must the votes be canvassed?*

**Votes must be canvassed no earlier than the third day (Tuesday, May 14) or later than the eleventh day (Wednesday, May 22) after the election.** The canvass may not be conducted until the 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 purposes 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. Please remember that, under the Open Meetings Act, no other school business can be conducted at this meeting unless there is a full quorum present.

The canvassing authority shall prepare tabulations for the following things:

1. For each candidate
2. Votes FOR each measure
3. Votes AGAINST each measure

Each tabulation should state: (1) the total number of votes received in each precinct; and (2) the sum of the precinct totals tabulated. Additionally, the tabulation must also include for each precinct the total number of voters who cast a ballot for a candidate or for or against a measure in the election.

The Secretary of State's office recommends that the Certificates of Election be issued at the same time as the canvass. The presiding officer of the canvassing authority prepares the Certificates of Election. **If an election was cancelled due to unopposed candidates, this canvassing time frame 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, **Monday, June 10, 2013**, is the deadline for filing electronic precinct-by-precinct returns with the Secretary of State's office. For more information, contact the Secretary of State's office at 800-252-8683.