

Henderson ISD Board Background

Subject: November 3, 2026, General Joint Elections Contract for Election Services

Presented for: **Action X** **Report Only**

Background Information

- The contract is an agreement between Henderson ISD and the Rusk County Elections Administrator.
- The purpose of the contract is to conduct the November 3, 2025, General Election in compliance with Texas Election Code.
- The County Elections Administrator will manage ballot preparation, early voting, election day operations, and tabulation. This includes securing polling locations, staffing, training election workers, and maintaining election equipment.
- HISD will reimburse the County for its proportionate share of election expenses. Costs include programming, ballots, supplies, election personnel, and polling site expenses.
- HISD will submit the signed contract and pay the Contracting Officer a deposit of 75% of the estimated cost to run the election prior to voting with a settlement based on actual costs incurred.
- HISD will provide timely orders for the election, supply district-specific ballot content, and designate an election liaison to coordinate with the County.
- The contract applies to the November 2026 election only and terminates automatically upon completion and settlement of accounts.
- The election will be conducted in accordance with the Texas Election Code, with both parties agreeing to follow all applicable state and federal laws.

Recommendation: Approve the November 3, 2026, General Joint Election Contract as presented.

Contact Person(s): Allen Koch