

AID FOR BOARD ACTION
ON
ELECTION DETAILS

Agenda
Item

Action Necessary

- A. Action to call regular board election and execute Order of Election to elect 2 members at large on May 10, 2014; polls to be open from 7:00 A.M. to 7:00 P. M.; and that publication of Notice of Election in the Mineola Monitor be accomplished between April 10, 2014 and April 30, 2014.
- B. Action to cause Notice of Election to be posted on bulletin board used for posting notices of meetings of school board plus at least two other locations named below: MISD Administration Building, High School Gym Lobby, and City Hall.
- C. Action to appoint Carla Dobbs as Election Judge and bestow upon Carla Dobbs the authority to appoint the assistant to the Election Judge.
- D. Action that the presiding election judge be notified not later than March 20, 2014 of his/her appointment and notice of his/her duty to conduct the election pursuant to Section 4.007 of the *Texas Election Code*.
- E. Action to authorize the election judge to employ election clerks to conduct the election.
- F. Action to contract with the City of Mineola to hold a joint election pursuant to HB1.
- G. Action to appoint Dorothy Culver as absentee clerk with Lisa Allen, Sara West, Laura Flournoy and William Bjork as assistants.
- H. Action that the election is to be conducted at the Board Room of Mineola City Hall and early voting to be held at the Board Room of Mineola ISD.
- I. Action that William Bjork act as the Administrative Liaison from the Central Office for matters regarding this election.
- J. Action that candidate application packages be made available to the public at the Administration Building of Mineola ISD during regular office hours (8:00 a.m. to 4:00 p.m.) from January 29, 2014 to February 28, 2014.
- K. Action that candidates who make application for place on ballot be instructed to

file the applications with the Secretary of the Board, Rodney Watkins.

- L. Action to establish February 28, 2014 at 5:00 p.m. as the deadline to file application for place on the ballot with the Secretary of the Board of School Trustees.
- M. Action to establish March 5, 2014 at 4:00 p.m. as the deadline to withdraw as a candidate with the Secretary of the Board of School Trustees..
- N. Action to establish March 21, 2014 - June 19, 2014 as days of mandatory office hours (for 3 hours minimum) to conduct election related business.
- O. Action that the school board secretary conduct a drawing for order of names on ballot at 9:00 A.M. on March 3, 2014; notice of this drawing to be posted in the Administration Building of Mineola ISD on or before March 1, 2013; that the names of the candidates be posted in the Administration Building of Mineola ISD from March 3, 2014 to May 10, 2014.
- P. Action to cause early voting by personal appearance to be conducted from April 28, 2014 to May 6, 2014.
- Q. Action that the absentee ballots are to be counted by the election judge.
- R. Action to establish May 13, 2014 as the board meeting to canvass the election returns and with the appropriate notice of the meeting to be posted on or before May 10, 2014.
- S. Action that William Bjork, Administrative Liaison, be designated with Dorothy Culver, Election Clerk, as an alternate, along with the Superintendent, John Fuller, to collect ballot boxes, election supplies, and judge's report from the election judge following the vote tally and summary after the election on May 10, 2014.
- T. Action to authorize the school superintendent to appropriately burn or shred the contents of the ballot box after November 11, 2014 providing there is no written contest of election on file.
- U. Instructions that all other pertinent dates and regulations in the *Texas Election Code* be followed to the letter and spirit of the law.
- V. Current trustees and their term expiration dates are listed below:

Regan Brandon	President	2015
John Abbott	Vice President	2014

Rodney Watkins	Secretary	2016
Kyle Gully	Member	2014
Holly Mischnick	Member	2016
Jill Quiambao	Member	2015
Carlist Brinkley	Member	2016