

## GENERAL ELECTION ORDER

THE STATE OF TEXAS                   §  
  §       COPPELL INDEPENDENT SCHOOL DISTRICT  
COUNTY OF DALLAS                 §

On this 23rd day of January 2023, the Board of Trustees of the Coppell Independent School District convened in regular session with the following members present, to-wit:

DAVID CAVINESS, President  
ANTHONY HILL, Vice President  
NICHOLE BENTLEY, Secretary  
LEIGH WALKER, Member  
MANISH SETHI, Member  
NEENA BISWAS, Member  
JOBBOY MATHEW, Member

and \_\_\_\_\_, absent, constituting a quorum and among other proceedings had by said Board of Trustees were the following:

WHEREAS the terms of office of Neena Biswas, Place 4, and David Caviness, Place 5, members of the Board of Trustees of this school district will expire on May 6, 2023, or when their successors are duly elected and qualified; and

WHEREAS, on the 6th day of May 2023, a Trustee Election will be held in said school district; and

WHEREAS it is necessary for this Board to pass an order establishing the procedure for filing for and conducting said Trustee Election.

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF TRUSTEES OF THE COPPELL INDEPENDENT SCHOOL DISTRICT:

1. That an election be held in said school district on Saturday, May 6, 2023, for the purpose of electing to the Board of Trustees of the Coppell Independent School District one trustee each for Places 4 and 5.

2. That all requests by candidates to have their names placed upon the ballot for the above mentioned Trustee election for Places 4 and 5 shall be timely made in accordance with the law and shall be in writing, shall state the number of the position (place) for which such person is filing as a candidate, shall be signed by the candidate and filed with the Secretary of the Board of Trustees, Vonita White Administration Building, 200 South Denton Tap Road, Coppell, Texas 75019, not earlier than Wednesday, January 18, 2023 (30th day before the date of the filing deadline) and not later than 5:00 p.m. on Friday, February 17, 2023 (78th day before Election Day). The deadline for write-in candidates is 5:00 p.m. on Tuesday, February 21, 2023.

All candidates shall file with said application the loyalty affidavit required by Section 141.031(a)(4)(K) of the Election Code.

The Secretary of the Board of Trustees shall cause to be posted on the bulletin board in the building where the Board of Trustees meets the names of all candidates that have filed their applications in accordance with the terms and provisions of this Order.

3. The Election Judges will be appointed in coordination with the other participating governmental entities and the Dallas County Elections Department and the polling places may be combined for some precincts, pursuant to decisions by the Dallas County Elections Department.

4. The polls at designated polling places shall on Election Day be open from 7:00 a.m. to 7:00 p.m.

5. Michael J. Scarpello is hereby appointed Early Voting Clerk. The early voting for the above designated election shall be at the Coppell Town Center, 255 Parkway Blvd., Coppell, Texas 75019, and at other early voting locations as designated by the Dallas County Elections Department and said places of early voting shall remain open for at least nine hours on each day of early voting which is not a Saturday, a Sunday, or legal state holiday, (but including Saturday, April 29, 2023 from 8:00 a.m. to 5:00 p.m. and Sunday, April 30, 2023, from 12:00 p.m. to 6:00 p.m.), beginning on the 12<sup>th</sup> day (Monday, April 24, 2023) and continuing through the 4<sup>th</sup> day (Tuesday, May 2, 2023) preceding the date of the election. Said places of voting shall remain open between the hours of 8:00 a.m. and 5:00 p.m. on each weekday for said early voting, except that on Monday, May 1, 2023, and Tuesday, May 2, 2023, the place of voting shall remain open from 7:00 a.m. to 7:00 p.m.

The Early Voting Clerk's official mailing address to which ballot applications shall be sent and where persons voting by mail shall send their voted ballots is Michael Scarpello, Joint Election Early Voting Clerk, Dallas County Elections, 1520 Round Table Drive, Dallas, Texas 75247. The Early Voting Clerk's phone number is (469) 627-8683, e-mail address is [dallascountyvotes@dallascounty.org](mailto:dallascountyvotes@dallascounty.org), and Internet website is <https://www.dallascountyvotes.org/>.

The email address at which the Early Voting Clerk may receive applications for a ballot by mail is [evapplications@dallascounty.org](mailto:evapplications@dallascounty.org).

Applications for ballot by mail must be received no later than the close of business on Tuesday, April 25, 2023.

The main early voting polling location for the May 6, 2023, election is the following:  
Elections Training/Warehouse  
1460 Round Table Drive  
Dallas, Texas 75247

This election is being conducted under an election services contract or joint election agreement with the Dallas County Elections Department, as authorized under Texas Election Code Chapters 31 and 271, and is a joint election with other participating entities. The early voting locations are subject to change, based on participating entities.

6. In addition to the Board President and Vice President, Dr. Brad Hunt, Superintendent of Schools, is authorized to contract with the County of Dallas and the Commissioners Court, or any other agency, on behalf of the school district for the carrying out of this election by the office of the Dallas County Elections Administrator under an election services contract or joint election agreement with other Dallas County governmental entities.

7. The manner of holding said election shall be governed, as nearly as may be, by the Election Code of this State, and the office of the Dallas County Elections Administrator shall furnish all necessary ballots and other election supplies requisite to said election.

8. The early votes shall be processed by the Early Voting Ballot Board appointed by Dallas County.

9. The Board of Trustees shall give notice of said election. The Board President, as the presiding officer of the Board of Trustees, is hereby authorized to execute the notice of election. The Secretary of the Board of Trustees is hereby authorized and instructed to post or cause to be posted said notice on the bulletin board used for posting notices of the meetings of the Board of Trustees. Said posting shall be made at least 21 days (Saturday, April 15, 2023) before the date of said election.

The Secretary shall also cause a copy of the election notice to be published one time in a newspaper of general circulation in the County where the school district is located. Said publication shall be not more than 30 days (Thursday, April 6, 2023), nor less than 10 days (Wednesday, April 26, 2023), before the date of said election.

It is further found and determined that written notice of the date, place and subject of this meeting was posted on the bulletin board located in the central administrative office in this school district, in a place convenient and readily accessible to the general public, and said notice, having been so posted, remained posted for the time required by law to precede the scheduled time of said meeting.

The above order being read, it was moved and seconded that the same does pass. Thereupon, the question being called for, the following members of the Board voted "AYE": David Caviness, Anthony Hill, Nichole Bentley, Leigh Walker, Manish Sethi, Neena Biswas and Jobby Mathew; and the following voted "NO": \_\_\_\_\_.

COPPELL INDEPENDENT SCHOOL DISTRICT

\_\_\_\_\_  
DAVID CAVINESS, President  
Board of Trustees

ATTEST:

\_\_\_\_\_  
NICHOLE BENTLEY, Secretary  
Board of Trustees