

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 5, 2018; 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 5, 2018 and April 25, 2018.
- 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 Lobby, and the MISD website..
- C. Action to appoint Dorothy Culver as Election Judge and bestow upon her the authority to appoint the assistant to the Election Judge.
- D. Action that the presiding election judge be notified not later than March 8, 2018 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 deliver by March 6, 2018 to the Wood County Elections Administrator notice of the May 5, 2018 MISD Trustee election, including early and absentee voting.
- H. Action that the election is to be conducted at the Board Room of Mineola City Hall and early voting to be held at Mineola ISD Administration building.
- 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 17, 2018 to February 16, 2018.
- K. Action that candidates who make application for place on ballot be instructed to file the applications with the Secretary of the Board, Kyle Gully.

- L. Action to establish February 16, 2018 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 February 23, 2018 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 16, 2018 - June 14, 2018 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 February 26, 2018; notice of this drawing to be posted in the Administration Building of Mineola ISD on or before February 22, 2018; that the names of the candidates be posted in the Administration Building of Mineola ISD from February 26, 2018 to May 5, 2018.
- P. Action to cause early voting by personal appearance to be conducted from April 23, 2018 to May 1, 2018.
- Q. Action that the absentee ballots are to be counted by the election judge.
- R. Action to establish May 8, 2018 as the board meeting to canvass the election returns and with the appropriate notice of the meeting to be posted on or before May 4, 2018.
- S. Action that William Bjork, Administrative Liaison, be designated with Mary Ann Roseberry, Election Clerk, as an alternate, along with the Superintendent, Kim Tunnell, 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 5, 2018.
- T. Action to authorize the school superintendent to appropriately burn or shred the contents of the ballot box after March 6, 2020 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:
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| Regan Brandon | President | 2018 |
| John Abbott | Vice President | 2020 |
| Kyle Gully | Secretary | 2020 |
| Kellam Newell | Member | 2019 |
| Holly Mischnick | Member | 2019 |
| Jill Quiambao | Member | 2018 |

Carlist Brinkley

Member

2019