

Hitchcock Independent School District

BOARD OF TRUSTEES

Meeting Date: December 15, 2025

Presented by: **Dr. Darryl J. Henson, Interim Superintendent of Schools**

Subject: Galveston County Election Agreement

Consent Item

BACKGROUND INFORMATION:

The Galveston County Election Agreement contract outlines the Contract for Election Services between Galveston County and Hitchcock ISD for a Countywide Vote Center Election scheduled for May 2, 2026.

The contract establishes the duties, services, and fee structure for the election. Galveston County's primary role is election administration, including programming the ballot, providing all necessary equipment, which is the Hart Intercivic Verity Duo system, hiring and training election workers, and managing ballot by mail services. HISD must sign the contract by February 6, 2026, provide all necessary ballot language—required in both English and Spanish in MS Word format—and candidate information by February 18, 2026. Final approval of the sample ballot is due by March 11, 2026, at 5 p.m.

HISD is financially obligated to pay Galveston County the greater of \$75.00 or 10% of the total contract amount for general supervision. Other invoiced costs include ballot programming (up to \$6,720 for 100 contests), equipment fees (e.g., \$465 per Verity Duo, \$100 per poll pad), and a \$125 fee per polling location for additional support staff. Critically, HISD agrees to a Waiver of Damages, holding the County harmless from liability, costs, or damages resulting from electronic system failure, errors, or mishaps during the election. Cancellation of the contract is without expense only if notice is given within two business days after the candidate filing deadline of February 17, 2026; otherwise, a \$500 fee applies.

BOARD ACTION REQUIRED:

I move that the Board approve the Galveston County Election Agreement as presented.

POLICY AUTHORIZATION:

N/A

CONTACT PERSON:

Dr. Darryl J. Henson, Interim Superintendent

FUNDING SOURCE:

N/A

ENCLOSURES:

Galveston County Contract for Election Services