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 3
             members at large on May 11, 2013; 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 11, 2013 and May 1, 2013.

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, Brookshires, City Hall.

C.   Action to appoint Mary Roseberry as Election Judge and   bestow upon Mary
             Roseberry the authority to appoint the assistant to the Election Judge.

D.   Action that the presiding election judge be notified not later than March 21, 2013
             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 30, 2013 to March 1, 2013.

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 March 1, 2013 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 4, 2013 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 22, 2013 - June 20, 2013 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 4, 2013; 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 4, 2013 to May 11, 2013.

P.   Action to cause early voting by personal appearance to be conducted from April 29, 2013 to May 7, 2013.

Q.   Action that the absentee ballots are to be counted by the election judge.

R.   Action to establish May 14, 2013 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, 2013.

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 11, 2013.

T.   Action to authorize the school superintendent to appropriately burn or shred the contents of the ballot box after November 12, 2013 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	2013
Kyle Gully	Member	2014
Holly Mischnick	Member	2013
Jill Quiambao	Member	2015
Carlist Brinkley	Member	2013