

**ORGANIZATION, PHILOSOPHY AND GOALS**

**Regulation 0320**

**School Board Organization**

**School Board Elections**

<b>December</b> _____	<b>Pick up packet</b> Board Office Post Notice of Annual School Election in Schools, Public Library, and City Hall
<b>December</b> _____	<b>First day for filing by candidates</b> Board Office, - 8 a.m. - 5:00 p.m. (sixteenth (16th) week prior to election)
<b>January</b> _____	<b>Last day for filing</b> Board Office, - 8 a.m. - 5:00 p.m. (eleventh (11th) week prior to election)
<b>February</b> _____	<b>Certification of Candidates for Board of Education</b> to be signed by the Board Secretary and forwarded to Board of Election Commissioners. (Certification forms are to be in election headquarters no later than tenth (10th) week prior to election by 5 p.m.) <sup>1</sup>
<b>March</b> _____	During this week, principals are to make necessary arrangements for polling places and for reserving parking space on streets for voters. They will be contacted by election headquarters in advance.
<b>April</b> _____	<b>Election Day</b>

Poll watchers are not allowed for non-partisan election.

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<sup>1</sup> This date is also the *withdrawal deadline* for election.