

SCHOOL DISTRICT RESOLUTION CHECKLIST AND INFORMATION SHEET
FOR GOVERNING BOARD MEMBER ELECTIONS

(To be returned with Adopted Resolution)

SCHOOL DISTRICT	Mountain View Whisman School District
CONTACT NAME AND TITLE	Ayindé Rudolph Superintendent
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HOURS OF OPERATION	Days: Monday-Friday / Hours: 8:00 a.m.-4:30 p.m.
DATE	June 13, 2024
PRINT NAME	Ayindé Rudolph
SIGNATURE	

Submittal of resolutions to be filed electronically with the County of Santa Clara Offices of the Registrar of Voters and the Clerk of the Board:

Email to: Registrar of Voters Email: candidateservices@rov.sccgov.org
Clerk of the Board Email: cobreception@cob.sccgov.org

Provide newspaper specification for required legal publication:

San Jose Post Record *(ROV will post here if none given above)*

GENERAL INFORMATION DUE DATES

Governing Board Member: **123 days prior** to election date (Education Code §§5322, 5324, 5325).

Vacancies: **130 days prior** to election date (Education Code §§5091 and Gov. Code §1780). This date may NOT apply to a vacancy that occurs less than 130 days prior to a scheduled election.

SCHOOL DISTRICT CHECKLIST

*Review Draft Resolution Prior to Adoption by Board
Submit Checklist and Information Sheet to ROV with Adopted Resolution*

- 1) Specifies date of election (EC §1001) and permits consolidation. (EC Division 10 Part 3 (starting with §10400 and including §10418); see also EC §10002)
- 2) Requests the Board of Supervisors to permit the ROV to render specified services to the jurisdiction relating to the conduct of their election, which will be reimbursed in full by the jurisdiction. (Ed. Code §5421 and EC §10002)
- 3) Requests the Board of Supervisors to permit the ROV to completely consolidate and acknowledges that the consolidated election will be held and conducted in the manner prescribed in EC §10418. (Ed. Code §5322, EC §§10400, 10403)
- 4) Describes the number of seats and terms. (Ed. Code §§5000, 5009; EC §10403).
- 4a) Describes election by divisions or trustee area numbers, if any, for each seat.
- 4b) Describes office types, office names as they are to appear on the ballot, number of positions and term length (number of years and short- or full-term).
- 4c) Describes additional requirements for office, if any. (I.e., must be registered to vote / reside within the district boundaries). (EC §201)
- 5) Clearly states election services for vote center election. (conducted per EC Divisions 9, 10, 13 and 14)
- 6) Specifies word-limit for candidate statement; if not specified, default is 200 words. (EC §13307(a)(1))
- Check one: 200 400
- 7) Specifies who pays for candidate statement. (EC §13307(d))
- Candidate District Split (___%___%) Specific Amount (for each): _____
- 8) Specifies if payment is required in advance. (EC §13307(d))
- Check one: Yes No
- 9) Specifies resolution of tie vote. (Ed. Code §5304, Ed. Code §5016, and EC §15651)
- Check one: By Lot Runoff

ALL-MAIL BALLOT ELECTIONS:

For All-Mail Ballot Elections, the above checklist applies except for #5 and #9. Additionally, the following item is required:

- 1) Clearly states election services for all-mail ballot election. (Conducted per EC Divisions 4, 9 and 13)
- IF calling by ALL-MAIL BALLOT, date requested is listed as all-mail ballot election date (EC §1500) OR is otherwise an allowable date (EC §4004).
- IS JURISDICTION ELIGIBLE for ALL-MAIL BALLOT election? It is very important to double check IF the election can be held by mail, per EC §§4000 or 4004. Restrictions apply. ***Have you determined with your legal counsel that your jurisdiction is eligible to hold a All-Mail Ballot Election?***