

**SCHOOL DISTRICT ELECTION  
NOVEMBER 6, 2018**

**(Ed.C. §§ 5300 et seq., 15100 et seq.; E.C. §§ 9400 et seq., 9500 et seq., 10600 et seq.)**

The materials contained in this calendar represent the research and opinions of the staff at the Riverside County Registrar of Voters. The contents of this calendar and any legal interpretations contained herein are not to be relied upon as being correct either factually or as legal opinion. Reliance on the content without prior submission to and approval of your appropriate public counsel is at the reader's risk.

Please call (951) 486-7200 if you have any questions or comments or visit our website at [www.voteinfo.net](http://www.voteinfo.net). Thank you.

DATE	PERSON RESPONSIBLE	DESCRIPTION
June 29 (130)	County Superintendent of Schools	<i>CONSOLIDATION OF ELECTIONS (Ed.C. §§ 5323, 5340, 5342)</i> Last day for county superintendent of schools to notify, in writing, governing boards of compulsory consolidation of school district elections.
July 4	Registrar of Voters	<i>INDEPENDENCE DAY (CO. ORD. 358.8)</i> The Registrar of Voters office will be closed.
July 4 (125)	District	<i>BOUNDARY CHANGES (E.C. § 12262)</i> Suggested last day boundary changes may be made for this election.
July 6 (123)	District	<i>SPECIFICATIONS OF ELECTION ORDER (Ed.C. § 5322)</i> Last day for district governing board to submit specifications of the election order to the county superintendent of schools and the Registrar of Voters concurrently.
July 9 (120)	County Superintendent of Schools	<i>DELIVER ELECTION ORDER TO REGISTRAR OF VOTERS (Ed.C. §§ 5324, 5325, 5361)</i> No later than this date the superintendent shall deliver to the Registrar of Voters the order of election and the formal notice of election.
July 9 (120)	District	<i>LAST DAY TO ADOPT REGULATIONS REGARDING CANDIDATE STATEMENTS (E.C. § 13307)</i> Last day for local agency to adopt or amend regulations regarding charges for printing candidate statements.



**SCHOOL DISTRICT ELECTION  
NOVEMBER 6, 2018**

**(Ed.C. §§ 5300 et seq., 15100 et seq.; E.C. §§ 9400 et seq., 9500 et seq., 10600 et seq.)**

DATE	PERSON RESPONSIBLE	DESCRIPTION
July 9 – August 8 (120 – 90)	Registrar of Voters	<p><i>PUBLISH NOTICE OF ELECTION (Ed.C. §§ 5361, 5363; E.C. §§ 12112, 12113)</i></p> <p>Between these dates, the Registrar of Voters shall publish a notice of election in a newspaper of general circulation in the district. The notice shall contain the date of the general district election, name the offices for which candidates may file, and state the qualifications required by the principal act for each office. The notice shall state the location where official declarations of candidacy for eligible candidates desiring to file for any of the elective offices may be obtained, the office in which completed declarations of candidacy are required to be filed, and the date and time after which no declarations of candidacy may be accepted for filing. A copy of the notice shall be delivered to the district secretary and shall be posted in the district office.</p> <p><i>GENERAL PRESS RELEASE (E.C. § 12112)</i> Press release must include offices to be filled and telephone number for information regarding filing for the elective office.</p>
July 13 (116)	Registrar of Voters	<p><i>PRECINCTING SECTION TO COMPLETE BOUNDARY CHANGES</i></p> <p>No later than this date, precinct section must complete boundary changes.</p>
July 16 – August 10 (113 – 88)	Candidates / District / Registrar of Voters	<p><i>NOMINATION PERIOD (E.C. §§ 10602, 10603, 13107, 13307, 13309, 13311)</i></p> <p>Between these dates candidates may obtain and file declarations of candidacy. Forms are available at the Registrar of Voters and at the school district office. All forms must be filed with the Registrar of Voters by the filing deadline. It is the responsibility of each candidate to deliver their nomination documents to the Registrar of Voters by 5:00 p.m. on the deadline date. The ballot designation worksheet must be filed at the same time as the Declaration of Candidacy. Candidates who want to file a candidate statement must file it at the same time the Declaration of Candidacy is filed. Candidate Statements are confidential until the deadline for filing has passed. No person shall file nomination documents for more than one district office at the same time.</p>
July 16 – August 10 (113 – 88)	Candidates / District / Registrar of Voters	<p><i>CODE OF FAIR CAMPAIGN PRACTICES (E.C. § 20400 et seq.)</i></p> <p>Each candidate shall be issued a Code of Fair Campaign Practices. Filing the Code is voluntary and it may be filed with Registrar of Voters any time prior to the election. It is available for public inspection until 30 days after the election.</p>
July 16 – August 10 (113 – 88)	Candidates / Registrar of Voters	<p><i>STATEMENT OF ECONOMIC INTEREST (G.C. § 87200 et seq.)</i></p> <p>A Statement of Economic Interest for all candidates must be filed with the Registrar of Voters by the close of the nomination period.</p>


**SCHOOL DISTRICT ELECTION  
NOVEMBER 6, 2018**

**(Ed.C. §§ 5300 et seq., 15100 et seq.; E.C. §§ 9400 et seq., 9500 et seq., 10600 et seq.)**

DATE	PERSON RESPONSIBLE	DESCRIPTION
August 10 (88)	Candidates / Registrar of Voters	<p><i>LAST DAY TO FILE DECLARATION OF CANDIDACY AND/OR WITHDRAW (E.C. §§ 10603, 13307)</i></p> <p>Last day for candidates to file their Declarations of Candidacy and Candidate Statements with the Registrar of Voters. Candidate Statements are optional. Candidate must withdraw before 5 p.m., unless there is an extension of the nomination period.</p> <p> <i>PUBLIC EXAM PERIOD (E.C. § 13313)</i> There will be a 10 day exam period for Candidate Statements filed. The period will be held August 11 thru August 20.</p>
August 10 (88)	District	<p><i>MEASURE / TAX RATE STATEMENT (Ed.C. § 5322, E.C. §§ 9401, 9500)</i></p> <p>Last day for resolution calling a measure to be submitted to the Registrar of Voters. The statement of the measure to appear on the ballot shall not exceed 75 words. Also, last day to submit tax-rate statement for bond measures. Statement shall include information specified in E.C. § 9401. Registrar of Voters will send a copy of the resolution to county counsel with instructions to prepare an Impartial Analysis.</p> <p> <i>PUBLIC EXAM PERIOD (E.C. §§ 9402, 9509)</i> There will be a 10-day exam period for the Tax Rate statement. The period will be held August 11 thru August 20.</p>
August 10 (88)	Registrar of Voters	<p><i>PUBLISH NOTICE OF ELECTION (Ed.C. §§ 5361, 5363, 15120; E.C. §§ 9502, 12111; G.C. §§ 6060 &amp; 6061)</i></p> <p>Registrar of Voters will publish once in a newspaper of general circulation published in the district, a Notice of Election. The Notice will include the deadline for filing arguments, the purposes for which the bonds are to be issued, the amount of the bonds, the maximum rate of interest, not to exceed the maximum rate of interest allowed, and the maximum number of years, not to exceed 40, not to exceed which the bonds or any series thereof are to run. A copy of the notice shall be delivered to the district and posted in the district office.</p>
August 11 (87)	Candidates / Registrar of Voters	<p><i>LAST DAY TO WITHDRAW CANDIDATE STATEMENT (E.C. § 13307)</i></p> <p>Last day to withdraw candidate statements, unless there is an extension of the nomination period. Withdrawal of candidate statements must be in writing.</p>




**SCHOOL DISTRICT ELECTION  
NOVEMBER 6, 2018**

**(Ed.C. §§ 5300 et seq., 15100 et seq.; E.C. §§ 9400 et seq., 9500 et seq., 10600 et seq.)**

DATE	PERSON RESPONSIBLE	DESCRIPTION
August 15 (83)	Candidates / District / Registrar of Voters	<p><i>EXTENSION OF NOMINATION PERIOD (E.C. §§ 10603, 10604)</i></p> <p>If a declaration of candidacy for an incumbent member of a school district or community college district governing board or of a county board of education is not filed by 5:00 p.m. on the 88th day before the election, any person other than the incumbent, shall have until 5:00 p.m. on the 83rd day before the election to file a declaration of candidacy for the elective office. The nomination extension is not applicable where there is no incumbent eligible to be elected. If the extension is applicable, a candidate may withdraw his or her declaration of candidacy until 5:00 p.m. on the 83rd day before the election.</p> <p> <i>PUBLIC EXAM PERIOD (E.C. § 13313)</i> There will be a 10 day exam period for Candidate Statements filed. The period will be held August 16 thru August 25.</p>
August 15 (83)	District	<p><i>LAST DAY TO WITHDRAW MEASURE (E.C. § 9605)</i></p> <p>Whenever a legislative body has ordered that a measure be submitted to the voters of any jurisdiction at an election, the order of election shall not be amended or withdrawn after this date.</p>
August 15 (83)	Registrar of Voters	<p><i>INSUFFICIENT NOMINEES-POSSIBLE APPOINTMENT (Ed.C. § 5326)</i></p> <p>If there are insufficient nominees for the office to be filled, and a petition requesting the election to be held has not been received by this date, the Registrar of Voters shall notify the governing body that the scheduled election will not be held and that the qualified nominee(s) must be seated or appointment(s) made pursuant to Ed.C. § 5328.</p>
August 15 (83)	District	<p><i>PUBLISH NOTICE OF POSSIBLE APPOINTMENT (Ed.C. § 5328.5)</i></p> <p>If no one has been nominated to an office, prior to making an appointment to that office pursuant to Education Code § 5328, a notice shall be published once in a newspaper of general circulation published in the district, stating that the board intends to make an appointment and informing persons of procedures for applying for the office.</p>
August 16 (82)	Candidates / Registrar of Voters	<p><i>WITHDRAW CANDIDATE STATEMENT (EXTENSION) (E.C. § 13307)</i></p> <p>In the event there is an extension of the nomination period, candidates may have until this date to withdraw their candidate's statement. Withdrawal must be in writing.</p>
August 16 (82)	Secretary of State	<p><i>RANDOMIZED ALPHABET (E.C. § 13112)</i></p> <p>On this date the Secretary of State shall conduct a drawing of the alphabet for determining the order of the candidate's names on the ballot.</p>




**SCHOOL DISTRICT ELECTION  
NOVEMBER 6, 2018**

**(Ed.C. §§ 5300 et seq., 15100 et seq.; E.C. §§ 9400 et seq., 9500 et seq., 10600 et seq.)**

DATE	PERSON RESPONSIBLE	DESCRIPTION
August 20 (78)	County Counsel	<p><i>LAST DAY TO SUBMIT IMPARTIAL ANALYSIS (E.C. § 9500)</i></p> <p>Last day for County Counsel to submit impartial analysis to Registrar of Voters. The analysis shall include a statement indicating that the measure was placed on the ballot by the governing board of the district. The analysis shall be printed in the pamphlet preceding the arguments for or against the measure. The analysis is limited to 500 words.</p> <p> <i>PUBLIC EXAM PERIOD (E.C. § 9509)</i> There will be a 10-day exam period for the Impartial Analysis. The period will be held August 21 thru August 30.</p>
August 20 (78)	Proponents / Opponents	<p><i>LAST DAY TO FILE ARGUMENTS (E.C. §§ 9501, 9501.5, 9502, 9600)</i></p> <p>Last day set by Registrar of Voters to submit arguments in favor or against the measure. Arguments may not exceed 300 words. No more than five signatures shall appear with any arguments. Authors of Argument form shall accompany all arguments.</p> <p> <i>PUBLIC EXAM PERIOD (E.C. § 9509)</i> There will be a 10-day exam period for arguments. The period will be held August 21 thru August 30.</p>
August 30 (68)	Proponents / Opponents	<p><i>REBUTTALS (E.C. §§ 9504, 9600)</i></p> <p>Last day for the same authors of the primary argument to file rebuttals with the Registrar of Voters. Rebuttals are limited to 250 words. Statement of Authors of Arguments form must be attached to the rebuttal.</p> <p> <i>PUBLIC EXAM PERIOD (E.C. § 9509)</i> There will be a 10-day exam period for Rebuttals. The period will be held August 31 thru September 9.</p>
September 3	Registrar of Voters	<p><i>LABOR DAY (CO. ORD. 358.8)</i></p> <p>The Registrar of Voters office will be closed.</p>
September 10 (57)	Candidates / Registrar of Voters	<p><i>FIRST DAY NOMINATION PAPERS FOR WRITE-IN CANDIDACY WILL BE AVAILABLE (E.C. § 8600 et seq.)</i></p> <p>Any qualifying person wishing to file as a write-in candidate may pick up nomination papers beginning on this date. Papers must be filed with the Registrar of Voters no later than 14 days prior to election day. Write-in candidates must also file Statement of Economic Interest (if applicable) and campaign disclosure statements.</p>
September 11 (56)	Registrar of Voters	<p><i>ORDER PRINTING OF ELECTION MATERIAL (E.C. §§ 9402, 9509, 13313)</i></p> <p>Suggested date to prepare copy for printer and order ballots.</p>

**SCHOOL DISTRICT ELECTION  
NOVEMBER 6, 2018**

**(Ed.C. §§ 5300 et seq., 15100 et seq.; E.C. §§ 9400 et seq., 9500 et seq., 10600 et seq.)**

DATE	PERSON RESPONSIBLE	DESCRIPTION
September 23 – September 27 (44 – 40)	Candidates / Committees / Registrar of Voters	<p><i>FILING PERIOD FOR FIRST PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENT (G.C. §§ 84200.5, 84200.8)</i></p> <p>Filing period for 1<sup>st</sup> pre-election campaign statement covers transactions through September 22. Statements must be sent by personal delivery or first class mail.</p>
September 24 (43)	Registrar of Voters	<p><i>SATELLITE LOCATION PRESS RELEASE (E.C. § 3018)</i></p> <p>Notice of satellite locations shall be made by the elections official by the issuance of a general news release, issued not later than 14 days prior to voting at the satellite location, except that in a county with a declared emergency or disaster, notice shall be made not later than 48 hours prior to voting at the satellite location. The news release shall set forth the following information:</p> <ul style="list-style-type: none"> <li> The satellite location or locations.</li> <li> The dates and hours the satellite location or locations will be open.</li> <li> A telephone number that voters may use to obtain information regarding vote-by-mail ballots and the satellite locations.</li> </ul>
September 27 – October 27 (40 – 10)	Registrar of Voters	<p><i>MAIL COUNTY VOTER INFORMATION GUIDE AND OTHER ELECTION MATERIAL TO VOTERS (E.C. §§ 9402, 9509, 13303, 13307)</i></p> <p>Between these dates the Registrar of Voters shall mail a sample ballot to each voter, who is registered at least 29 days prior to the election.</p>
October 8	Registrar of Voters	<p><i>COLUMBUS DAY (CO. ORD. 358.8)</i></p> <p>The Registrar of Voters office will be closed.</p>
October 8 (29)	Registrar of Voters	<p><i>MAIL BALLOT PRECINCTS (E.C. §§ 3005, 3010, 3017, 3018, 3020, 4000 et seq.)</i></p> <p>Approximate date to mail notices to voters in mailed ballot precincts, send official ballot and election material. Mail ballot precincts have less than 250 voters. Ballots must be postmarked on or before election day and received by the elections official within three days after election day to be counted. (E.C. § 3020, 4103)</p>
October 8 (29)	Registrar of Voters	<p><i>PRECINCTS, POLLING PLACES &amp; ELECTION OFFICERS (E.C. §§ 12280 et seq., 12300 et seq.)</i></p> <p>Last day for Registrar of Voters to establish polling places and appoint election officers for this election. Immediately following appointment, the Registrar shall mail appointment notices to election officers.</p>


**SCHOOL DISTRICT ELECTION  
NOVEMBER 6, 2018**

**(Ed.C. §§ 5300 et seq., 15100 et seq.; E.C. §§ 9400 et seq., 9500 et seq., 10600 et seq.)**

<b>DATE</b>	<b>PERSON RESPONSIBLE</b>	<b>DESCRIPTION</b>
October 8 – October 27 (29 – 10)	Registrar of Voters	<i>PUBLISH POLLING PLACES &amp; CENTRAL COUNTING PLACE (E.C. §§ 12105, 12109)</i>  Suggested date to publish polling places. The notice will include the hours that the polls will be open and a Notice of Central Counting Place.
October 8 – October 30 (29 – 7)	Registrar of Voters	<i>VOTE-BY-MAIL BALLOT APPLICATIONS (E.C. §§ 3001, 3006, 3021, 3200)</i>  Applications for Vote-by-Mail ballots may be made in person or by mail during this time frame.
October 19	Registrar of Voters	<i>VOTE-BY-MAIL PROCESSING PUBLIC NOTICE (E.C. § 15104)</i>  The elections official shall notify vote-by-mail voter observers and the public at least 48 hours in advance of the dates, times, and places where vote-by-mail ballots will be processed and counted.
October 21 – October 25 (16 – 12)	Candidates / Committees / Registrar of Voters	<i>FILING PERIOD FOR SECOND PRE-ELECTION CAMPAIGN DISCLOSURE STATEMENT (G.C. §§ 84200.5, 84200.8)</i>  Filing period for 2 <sup>nd</sup> pre-election campaign statement covers transactions through October 20. Statements must be sent by personal delivery or guaranteed overnight service.
October 22 (15)	Registrar of Voters	<i>COLLECTION CENTERS PUBLIC NOTICE (E.C. § 15260)</i>  In establishing a collection center, the elections official may designate a group of precincts which the center shall serve and this designation shall be available for public inspection no later than 15 days before the election.
October 22 (15)	Registrar of Voters	<i>CLOSE OF REGISTRATION (E.C. §§ 2102 &amp; 2106)</i>  Last day to register or transfer registration for this election.
October 23 (14)	Candidates / Registrar of Voters	<i>FILE DECLARATION OF WRITE-IN CANDIDACY (E.C. §§ 8600 et seq., 15340 et seq.)</i>  Last day for write-in candidates to submit their write-in nomination documents to the Registrar of Voters.
October 23 – October 30 (14 – 7)	Registrar of Voters	<i>POST ELECTION OFFICERS &amp; POLLING PLACES (E.C. § 12105.5)</i>  Not less than one week before the election, the elections official shall post a list of all current polling places and a list of election officers appointed by the 15 <sup>th</sup> day before the election. The elections official shall post this list in his or her office and on his or her Web site. The list shall remain posted for 30 days after completion of the canvass.
October 23	Registrar of Voters	<i>PROCESS BALLOTS (E.C. § 15101 et. seq.)</i>  When ballots are to be counted by computer, the Registrar of Voters may begin processing ballots 10 business days prior to the election. No count may be made until after the polls close on election day.

**SCHOOL DISTRICT ELECTION  
NOVEMBER 6, 2018**

**(Ed.C. §§ 5300 et seq., 15100 et seq.; E.C. §§ 9400 et seq., 9500 et seq., 10600 et seq.)**

DATE	PERSON RESPONSIBLE	DESCRIPTION
October 30 (7)	Registrar of Voters	<p><i>LOGIC AND ACCURACY TESTING (E.C. § 15000)</i></p> <p>No later than seven days prior to any election, the elections official shall conduct a test or series of tests to ensure that every device used to tabulate ballots accurately records each vote.</p>
November 2 (4)	Registrar of Voters	<p><i>MANUAL TALLY PUBLIC NOTICE (E.C. § 15360)</i></p> <p>The manual tally shall be a public process, with the official conducting the election providing at least a five day public notice of the time and place of the manual tally and of the time and place of the selection of the precincts to be tallied prior to conducting the tally and selection.</p>
November 6		<p><i>ELECTION DAY</i></p> <p>Voted ballots must be received by the elections official no later than the close of the polls on election day or be postmarked on or before election day and received no later than three days after election day to be counted. (E.C. § 3020, 4103)</p>
November 8 (+2)	Registrar of Voters	<p><i>CANVASS ELECTION RETURNS (E.C. § 15301 et seq.)</i></p> <p>Registrar of Voters shall commence the official canvass on this day.</p>
November 9 – December 6 (+3 – 30)	Registrar of Voters	<p><i>ONE PERCENT MANUAL TALLY (E.C. § 15360)</i></p> <p>During the Official Canvass the Elections Official shall conduct a public manual tally in 1 percent of the precincts chosen at random by the elections official.</p>
November 12	Registrar of Voters	<p><i>VETERAN'S DAY (CO. ORD. 358.8)</i></p> <p>The Registrar of Voters office will be closed.</p>
November 23 – November 24	Registrar of Voters	<p><i>THANKSGIVING DAY / DAY AFTER THANKSGIVING (CO. ORD. 358.8)</i></p> <p>The Registrar of Voters Office will be closed.</p>
December 4 (+28)	Registrar of Voters	<p><i>POST ELECTION OFFICERS &amp; POLLING PLACES (E.C. § 12105.5)</i></p> <p>Not later than 28 days after the election, the elections official shall post an updated list of polling places and election officers that actually served on election day. The elections official shall post this list in his or her office and on his or her Web site. The list shall remain posted for 30 days after completion of the canvass.</p>
December 6 (+30)	Registrar of Voters	<p><i>SEND STATEMENT OF RESULTS (E.C. §§ 15372, 15374)</i></p> <p>As soon as the canvass is completed, no later than this date, the Registrar of Voters shall mail a statement of results of the election to the district and to the County Superintendent of Schools. The Registrar of Voters will also deliver to each person elected a certificate of election.</p>



**SCHOOL DISTRICT ELECTION  
NOVEMBER 6, 2018**

**(Ed.C. §§ 5300 et seq., 15100 et seq.; E.C. §§ 9400 et seq., 9500 et seq., 10600 et seq.)**

DATE	PERSON RESPONSIBLE	DESCRIPTION
December 6 (+30)	Registrar of Voters	<i>COST OF ELECTION</i> Approximate date to send invoice to jurisdiction for cost of election. Any refund on Candidate Statements will also be processed by this date.
December 7	District	<i>OFFICERS TAKE OFFICE (Ed.C. §§ 60, 5017)</i> Officers elected take office on the first Friday in December following the election. If the election was not held, qualified candidates and persons appointed pursuant to Ed.C. § 5328 shall be seated at the organizational meeting. Oath (and bond if required) must be executed prior to taking office. Oath must be filed with Registrar of Voters.
January 1 – January 31	Candidates / Committees / Registrar of Voters	<i>FILING PERIOD FOR SEMI-ANNUAL CAMPAIGN DISCLOSURE STATEMENT (G.C. § 84200)</i> Statement covers transactions through December 31. Statements must be sent by personal delivery or first class mail.

**Note: Whenever a date prescribed by law falls on a weekend or holiday, such act may be performed on the next business day (E.C. § 15; G.C. §§ 6700, 6701)**