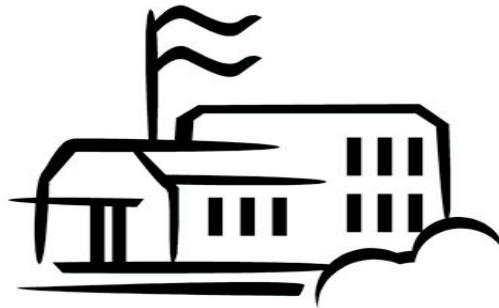




# **MEASURE INFORMATION FOR SCHOOLS, GENERAL DISTRICTS AND SPECIAL DISTRICTS**



## **NOTICE**

This reference material has been prepared in an effort to provide answers to frequently asked questions concerning elections for schools, general districts and special districts. It is for general information only and does not have the force of law.

**COUNTY OF LOS ANGELES**  
**REGISTRAR-RECORDER/COUNTY CLERK**  
**ELECTION PLANNING AND COORDINATION SECTION**  
**(562) 462-2317**

**GENERAL INFORMATION  
NOVEMBER 8, 2011**

**SCHOOL AND/OR SPECIAL DISTRICT RESPONSIBILITIES**

The jurisdiction shall furnish the Registrar-Recorder/County Clerk's office and the Board of Supervisors with signed copies of the resolutions "**Calling the Election**" and "**Requesting Consolidation and Services**" (samples below).

**RESOLUTION CALLING THE ELECTION**

**RESOLUTION ORDERING A SPECIAL SCHOOL MEASURE ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2011 FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED ELECTORS OF THE DISTRICT THE QUESTION OF LEVYING A QUALIFIED SPECIAL TAX UPON EACH PARCEL IN THE DISTRICT FOR EDUCATIONAL PURPOSES AND ESTABLISHING THE SPECIFICATIONS OF THE ELECTION ORDER**

the Government Code, the Board of the Board no later than January 15, 2011. The annual report shall be filed and expended, and (b) the status of any project required or authorized to be funded by the special tax.

**RESOLUTION CONSOLIDATING WITH THE ELECTIONS**

\_\_\_\_\_  
SCHOOL DISTRICT  
NOVEMBER 8, 2011  
**RESOLUTION**  
RESOLUTION ORDERING A SPECIAL SCHOOL MEASURE ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2011 FOR THE PURPOSE OF SUBMITTING TO THE QUALIFIED ELECTORS OF THE DISTRICT THE QUESTION OF LEVYING A QUALIFIED SPECIAL TAX UPON EACH PARCEL IN THE DISTRICT FOR EDUCATIONAL PURPOSES AND ESTABLISHING THE SPECIFICATIONS OF THE

Board of the  
ing vote:

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE \_\_\_\_\_ UNIFIED SCHOOL DISTRICT OF THE COUNTY OF LOS ANGELES, CALIFORNIA, ORDERING AN ELECTION TO AUTHORIZE THE ISSUANCE OF SCHOOL BONDS, ESTABLISHING SPECIFICATIONS OF THE ELECTION ORDER, AND REQUESTING CONSOLIDATION WITH OTHER ELECTIONS OCCURRING ON NOVEMBER 8, 2011**

STATE OF CALIFORNIA )  
I, \_\_\_\_\_, certify that the foregoing is a true and correct copy of the resolution duly adopted by the Board of Education of the \_\_\_\_\_ Unified School District on the \_\_\_\_\_ day of \_\_\_\_\_, 2011, and that it is the official record of the same.

\_\_\_\_\_ Unified School District are authorized to vote on and California law) authorize a special election on the \_\_\_\_\_ day of \_\_\_\_\_, 2011, and that it is the official record of the same.

AYES: \_\_\_\_\_

**RESOLUTION NO. 08.09.01**

**RESOLUTION OF THE BOARD OF TRUSTEES OF THE \_\_\_\_\_ UNIFIED SCHOOL DISTRICT OF THE COUNTY OF LOS ANGELES, CALIFORNIA, ORDERING AN ELECTION TO AUTHORIZE THE ISSUANCE OF SCHOOL BONDS, ESTABLISHING SPECIFICATIONS OF THE ELECTION ORDER, AND REQUESTING CONSOLIDATION WITH OTHER ELECTIONS OCCURRING ON NOVEMBER 8, 2011**

WHEREAS, in the judgment of the Board of Trustees (the "Board") of the \_\_\_\_\_ Unified School District (the "District"), it is advisable to call an election to submit to the electors of the District the question whether bonds of the District (the "Bonds") shall be issued and sold for the purpose of raising money for the acquisition and improvement of real property, and the furnishing and equipping of high school facilities; and

WHEREAS, as a result of the approval of Proposition 39 on November 7, 2000, Article XIII A, Section 1, paragraph (b), of the California Constitution ("Article XIII A") provides an exception to the limit on ad valorem property taxes on real property for bonded indebtedness incurred by a school district approved by 55 percent of the voters of the District voting on the proposition; and

WHEREAS, the Board is specifically authorized, upon approval by a two-thirds vote of the Board, to pursue the authorization and issuance of bonds by a 55 percent vote of the electorate on the question whether bonds of the District shall be issued and sold for specified purposes, pursuant to Education Code Section 15264 *et seq.* (the "Act"); and

WHEREAS, pursuant to the California Elections Code, it is appropriate for the Board to request consolidation of the election with any and all other elections to be held on Tuesday, November 8, 2009, and to request the Los Angeles County Registrar of Voters to perform certain election services for the District; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the \_\_\_\_\_ Unified School District the following:

**Section 1. Call for Election.** The Board hereby orders an election and submits to the electors of the District the question of whether general obligation bonds of the District shall be issued and sold in the maximum principal amount of \$13,000,000 for the purpose of raising money to finance high school facilities and property of the District, and paying costs incident thereto, as set forth more fully in the ballot proposition approved pursuant to Section 3. This Resolution constitutes the order of the District to call such election.

**Section 2. Election Date.** The date of the election shall be November 3, 2009, and the election shall be held solely within the boundaries of the District.

**Section 3. Purpose of Election; Ballot Proposition.** The purpose of the election shall be for the voters in the District to vote on a proposition, a full copy of which is attached hereto and marked Exhibit A, containing the question of whether the District shall issue the Bonds for the purposes stated therein, together with the

\_\_\_\_\_ certify that the foregoing is a true and correct copy of the resolution duly adopted by the Board of Education of the \_\_\_\_\_ Unified School District on the \_\_\_\_\_ day of \_\_\_\_\_, 2011, and that it is the official record of the same.

\_\_\_\_\_  
The Board of Education  
Board Designee

which was duly authorized by the Board of Trustees of the \_\_\_\_\_ Unified School District and California law) authorize a special election on the \_\_\_\_\_ day of \_\_\_\_\_, 2011, and that it is the official record of the same.

\_\_\_\_\_ which was duly authorized by the Board of Trustees of the \_\_\_\_\_ Unified School District and California law) authorize a special election on the \_\_\_\_\_ day of \_\_\_\_\_, 2011, and that it is the official record of the same.

an election to be held on the \_\_\_\_\_ day of \_\_\_\_\_, 2011, and that it is the official record of the same.

THE ROWLAND COUNTY BOARD OF SUPERVISORS  
DO HEREBY DETERMINE

## **SCHOOL AND/OR SPECIAL DISTRICT RESPONSIBILITIES (continued)**

- Election resolutions should be addressed to **Ms. Sachi A. Hamai, Executive Officer, Board of Supervisors** and be mailed to:

**Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 383  
Los Angeles, California 90012**

- Additionally, election resolutions and requests of letter designation for measures should be addressed to **Mr. Dean C. Logan, Registrar-Recorder/County Clerk** and be faxed/mailed to:

**Election Planning and Coordination Section  
12400 Imperial Highway, Room 2015  
Norwalk, California 90650  
Phone: (562) 462-2317 FAX: (562) 466-6025**

- Ballot argument enclosure materials, including arguments and rebuttals, must be accompanied by a transmittal letter and **DELIVERED** by the applicable dates and times indicated in the Calendar of Events, **Chapter 1 of the November 8, 2011 Candidate Handbook and Resource Guide** to:

**Election Planning and Coordination Section  
12400 Imperial Highway, Room 2015  
Norwalk, California 90650  
Phone: (562) 462-2317 FAX: (562) 466-6025**

- All ballot material should be photocopied including measure arguments, rebuttals and other measure ballot enclosures available for public examination for the period designated in the Calendar of Events, **Chapter 1 of the November 8, 2011 Candidate Handbook and Resource Guide**.
- **Legible copies** of measure ballot enclosures should be provided by **E-81** and **legible copies** of arguments, and other related ballot materials by **E-78** which are to be printed and included in the Official Sample Ballot Booklet. Legible copies of rebuttal arguments must be submitted by **E-68**. If you are unable to meet these deadlines please contact us and we may recommend that you contact your election supplier to make arrangements to print and mail a supplemental voter booklet.
- **A resolution** should be filed with the RR/CC by **E-83** to **amend** a measure for an election or **withdraw** a measure for a cancelled election.

**NOTE: IF THE JURISDICTION IS PLACING MORE THAN ONE MEASURE ON THE BALLOT, THE JURISDICTION MUST ADVISE THIS OFFICE OF THE DESIRED BALLOT SEQUENCING FOR MULTIPLE MEASURES.**

- Staff in the **Election Planning and Coordination Section** are available at the **telephone number listed above** should you need additional assistance or have further questions.

## REGISTRAR-RECORDER/COUNTY CLERK RESPONSIBILITIES

The Registrar-Recorder/County Clerk:

- Receives signed copies of jurisdiction resolutions “Requesting Consolidation with the Election” and will automatically provide the requesting jurisdiction with information including the appropriate forms.
- Consolidates established precincts to form voting and declared vote by mail precincts. If you have specific precinct consolidation requests contact the **Geographic Information Systems Section at (562) 462-2465**.
- Obtains polling places, recruits poll workers, and publishes **notices of polling places and central tally location**. If you have specific poll locations or poll worker requests, contact **the Pollworker Services Section at (562) 466-1373**.
- Assigns letter designations for each local ballot measure on the ballot. Letter designations are assigned in alphabetical order commencing with County measures and then other local measures (schools and special districts) in alphabetical sequence. Jurisdictions may request a specific letter designation in writing by **August 17, 2011 (E-83)**. An alternate choice should also be submitted, in case the requested letter designation has already been assigned to another jurisdiction.
- Prints Official Ballots. An English Official Sample Ballot booklet will be printed and mailed. The RR/CC will include the material (jurisdiction and measure information in English or English and Spanish) in the same booklet depending on the volume of voting material. In some cases, the jurisdiction will be required to prepare and mail a supplemental voter booklet.
- Prepares and mails multilingual ballot material in accordance with the Voting Rights Act (VRA).
- Issues Vote By Mail ballots/material and processes returned VBM ballots.
- Furnishes precinct supplies and trains poll workers.
- Staffs check-in-centers and central tally location.
- Conducts election tally and releases semi-official election results.
- Canvasses election returns and certifies official election results to the jurisdiction.

## CAMPAIGN STATEMENT FILING REQUIREMENTS

**CAMPAIGN STATEMENT FILING REQUIREMENTS** — California's Political Reform Act was adopted by voter initiative in 1974 and has been periodically amended by legislation and initiatives. The act requires that campaign disclosure reports provide the public with the identity of contributors and the amounts they give and the amount and purpose of expenditures made by officeholders, candidates, and committees.

Proponents and all committees primarily formed to support or oppose a ballot measure in any election must comply with campaign statement filing requirements if the committee receives contributions or makes independent expenditures that total \$1,000 or more. Monetary penalties may be assessed for failure to file required statements.

Contact the Campaign Finance and Proposition B Section at (562) 462-2339, if you have questions relating to filing requirements or need Campaign Statement Forms.

### **NOTICE**

The foregoing information has been prepared to assist you in filing documents relating to the election(s). It is not intended to provide legal advice and is for general guidance only.

Individuals using this information must bear full responsibility to make their own determinations as to all legal standards, duties and factual material contained therein.