



**GOVERNING BOARD ELECTION CHECKLIST & TIMELINES  
FOR NOVEMBER 8, 2016 GENERAL ELECTION**

**Filing Period: JULY 11, 2016 through AUGUST 10, 2016**

DEADLINE	DAYS	RESPONSIBLE PARTY / ACTION	AUTHORITY
01/13/16	-300	Candidates may file either a Statement of Organization or a \$500 Threshold Exemption Statement. This form must be filed prior to collecting signatures.	16-902.01
03/18/16	-235	Governing Board packets are now available	16-322
07/11/16	-120	First date for candidates to file nomination petitions and nomination papers with the County School Office. 500 word statements and a photograph of the candidate can now be submitted.	16-311
08/10/16	-90	Last date for candidates to file nomination petitions and nomination papers with the County School Office	16-311
08/11/16	-89	Governing Board Candidate information to Elections; newspapers	
08/20/16	-80	Prepare correspondence to district superintendents regarding board elections that may be cancelled and savings.	
08/24/16	-76	Last date to <u>challenge</u> nomination petitions (10 days after the filing deadline of 8/6/2014 excluding weekends)	16-351
08/24/16	-76	Deadline to file as a write in candidate for any election that may be cancelled.	15-424
08/24/16	-76	Prepare documents for Board of Supervisors regarding district board elections that may be cancelled. Include any board election that should not be cancelled because the district has called for another election.	
08/25/16	-75	Board of Supervisors may cancel uncontested board elections. If an election may be cancelled because only one person filed or no person filed a nominating petition by the deadline date, the deadline to file as a write in candidate is 76 days before the election. Pursuant to 15-424.D the Pima County Board of Supervisors, no earlier than 75 days before the election, may cancel the election for that office and that office is then deemed vacant and shall be filled as provided in 15-302.	15-424
09/21/16	-48	Last date for a candidate to submit their 500 word statement	15-421
09/29/16	-40	Last date for all 500 word statements to be translated into Spanish	
09/28/16	-41	500 word statements posted on the Pima County School Superintendent's website	15-421
09/29/16	-40	Deadline to file as a write in candidate for any election that has NOT been cancelled	16-312
10/10/16	-29	Last date to register to vote	16-121
10/12/16	-27	Early Voting begins	16-545
10/28/16	-11	Last day to request an Early Ballot to be mailed	16-542.D
11/04/16	-4	Last day to vote early	16-542.D
11/07/16	-1	Emergency early voting	16-542.H
11/08/16	0	<b>** ELECTION DAY **</b>	16-204
11/14/16	6	First day to canvass returns. The canvass is not complete until it is presented to the Board of Supervisors.	15-426
11/23/16	15	Last day to canvass returns	15-426
11/23/16	15	Arizona School Board Association - listing of all newly elected board members	
12/08/16	30	Invoices to Districts (Elections/Recorder/Schools)	
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