



OVERRIDE ELECTION CHECKLIST & TIMELINE FOR NOVEMBER 5, 2019 GENERAL ELECTION

DEADLINE	DAYS	RESPONSIBLE PARTY / ACTION	AUTHORITY
05/31/19	-158	SCHOOL DISTRICT can call for an Election at this time or earlier. SCHOOL DISTRICT notify <i>County School Office</i> of call for election as soon as resolution is adopted.	15-481, 35-453
06/28/19	-130	SCHOOL DISTRICT deadline to Call for an Election. County School Office notifies Elections Department & Recorder's Office of special election.	
07/08/19	-120	SCHOOL DISTRICT emails <i>County School Office</i> with resolution signed by Governing Board. Resolution to include ballot language and appropriate exhibits in preparation for special election.	15-481(B)(9), 15-403
07/08/19	-120	<i>County School Office</i> places Pro/Con notices in area newspapers upon receipt of the resolution and call for election. (Signed Governing Board Pro statement is due at the deadline date listed in the Pro/Con notice in the newspaper). Response deadline will be approximately 88 days before election.	15-481.B
07/08/19	-120	RECORDER mails out 120 day election notice postcard for address correction notification	16-166
07/08/19	-120	Proposition Numbers assigned by <i>County Elections Department</i>	Election Procedures Manual
07/18/19	-110	SCHOOL DISTRICT electronically provides: (1) Proposed Budget; (2) Alternate Budget; (3) Proposed total increase in the budget which exceeds the amount permitted pursuant to A.R.S. § 15-905; (4) Total amount of current year's budget, total amount of proposed budget & total amount of alternate budget; (5) All required financial information as outlined in A.R.S. § 15-481(B) for use in the information pamphlet.	15-481(B)
07/28/19	-100	<i>County School Office</i> requests mail list from Pima County Recorder with the mailing data and polling locations of registered voters	15-423
08/02/19	-95	<i>County School Office</i> prepares Notice of Election and an Affidavit of Posting. SubmitS to SCHOOL DISTRICT for posting.	15-403
08/02/19	-95	County School Office prepares First Draft of Informational Pamphlet for SCHOOL DISTRICT initial review	
08/07/19	-90	SCHOOL DISTRICT posts election notices	15-403
08/07/19	-90	***FINAL BALLOT QUESTION SUBMISSION DEADLINE***	
08/09/19	-88	Deadline for area residents and district governing board to submit signed 200 word PRO or CON argument to <i>County School Office</i> . Please note the deadline date is subject to change. Verify the actual deadline with the <i>County School Office</i> .	15-481(B)(9)
08/12/19	-85	<i>County School Office</i> or School District deadline to submit ballot language to AZ Legislative Council for review and approval (DISTRICT ADDITIONAL ASSISTANCE OVERRIDE ONLY)	15-481.W
08/23/19	-74	SCHOOL DISTRICT PROVIDES FINAL APPROVAL OF INFORMATION PAMPHLET	
08/26/19	-71	County School Office sends Information Pamphlet to printer	
09/16/19	-50	<i>County School Office</i> verify mail list request with Pima County Recorder. List needed 10 days prior to pamphlet mail deadline date.	
09/21/19	-45	<i>Pima County Recorder</i> submits mail list to labeling and mailing data to vendor	



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10/01/19	-35	INFORMATION PAMPHLET MAIL DEADLINE	15-481(B)
10/07/19	-29	Last day to register to vote	16-121
10/09/19	-27	Early voting starts / Early Ballots will be mailed to voters on the Permanent Early Voting List	16-542
10/10/19	-26	Information Pamphlets to Recorder for inclusion with out-of-state ballot requests	
10/09/19	-27	RECORDER MAILES BALLOTS FOR PEVL/EARLY REQUESTS	16-542
10/25/19	-11	Last day to request an Early Ballot to be mailed	16-542
10/29/19	-7	Elections performs Logistics and Accuracy tests. <i>County School Office</i> will send a representative to observe the L&A test on behalf of the district. SCHOOL DISTRICT may also send a witness to observe the L&A test.	16-449
11/01/19	-4	Last day to vote early	16-542
11/04/19	-1	Emergency early voting ends at 5:00 p.m.	16-542
11/05/19	0	** ELECTION DAY **	16-204
11/11/19	6	First day to canvass returns. The canvass is not complete until it is presented to the Board of Supervisors.	15-426
11/20/19	15	Last day to canvass returns	15-426
11/20/19	15	County School Superintendent declares election results (Tentative)	15-426
11/20/19	15	SCHOOL DISTRICT prepares Report of Special Election Results. Provide one copy to ADE and two copies to <i>County School Office</i> .	
12/05/19	30	<i>County School Office</i> submits Information Pamphlet to the State Dept of Revenue for District Additional Assistance Overrides only.	15-481
01/02/20	58	Deadline for County School Office to submit report to president of the Senate and speaker of the House for <u>mail ballot elections only</u>.	16-409
Contact Information: Nathan R. Bacal, Pima County School Superintendent's Office, (520) 724-8451 or nathan.bacal@schools.pima.gov <i>These deadlines/requirements are subject to change based on legislative changes to school election requirements.</i>			