

SCHEDULE AT-A-GLANCE

2016 SPRING ELECTION

NOVEMBER 2015

24

- Deadline for Publication of Type A Notice of Election

DECEMBER

1

- Earliest Date for Circulation of Nomination Papers, If Required
(NOTE: Nomination Papers Are Not Required in Many School Districts)

1 - Jan. 5

- Most Candidates will File Declarations of Candidacy, Campaign Finance Registrations, and Nomination Papers (If Required) during this Period

* 28

- Deadline for Incumbents to File Notice of Non-Candidacy (5:00 p.m.)
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JANUARY 2016

1 - Feb. 1

- Filing of January Continuing Report by Campaign Finance Registrants

5

- Candidate Deadline for Filing All Documents Needed to Establish Eligibility to Appear on the Ballot (5:00 p.m.)

- Clerk Makes Initial Determination of Candidates' Eligibility for Ballot
-

11 - 18

- Continuing Report Forms Mailed to Campaign Finance Registrants

12

- Drawing of Lots for Ballot Order; Certify Nominations to County Clerk(s)
- When a Primary is Required, Notice to Municipal Clerks of Primary Election

18 - 25

- If Primary Election is Being Held, Pre-Primary Election Report Forms Mailed

On or Before 25

- If Primary Election is Being Held, Provide Municipal Clerk with Ballots (If Required)

FEBRUARY

1

- Deadline for Filing Campaign Finance January Continuing Report

2

- If Delinquencies in Filing Continuing Report:
 - Notify Registrants Who Have Failed to Comply
 - Make List of Delinquents for Public Inspection
 - Notify Regarding Discrepancies
 - Compile Current List of All Reports and Statements

2 - 8

- Deadline for Filing Pre-Primary Election Report

2 - 16

- Reporting of Late Contributions (If Required)

9

- If Delinquencies in Filing Pre-Primary Election Report:
 - Notify Registrants Who Have Failed to Comply
 - Make List of Delinquents for Public Inspection
 - Notify Regarding Discrepancies
 - Compile Current List of All Reports and Statements

12

- Write-in Candidate Filing Deadline for Primary Election

On or Before 15

- If Primary Election is Being Held, Choose Board of Canvassers

15

- Notice of Primary Election

16

- Spring Primary Election

On or About 16

- Open Meetings Law Notice of Board of Canvassers Meeting(s)

On or About 17

- Receipt of Election Materials and Other Related Duties

FEBRUARY *(continued)*

- On or About 17 - 23 • Canvass of Primary Returns and Written Determination of Primary Results
- On or About 17 - 26 • Recount Request May Be Filed
- On or About 22 - 26 • If Primary Election was Held, Drawing of Lots for Ballot Order
- On or About 22 - 26 • If Primary Election was Held, Certify Nominations to County Clerk(s)

MARCH

- 7 - 14 • Pre-Election Report Forms Mailed
- 14 • Provide Municipal Clerk with Ballots (If Required)
- 22 - 28 • Deadline for Filing Pre-Election Report
- 22 - April 5 • Reporting Late Contributions (If Required)
- 29 • If Delinquencies in Filing Pre-Election Report:
 - Notify Registrants Who Have Failed to Comply
 - Make a List of Delinquents for Public Inspection
 - Notify Regarding Discrepancies
 - Compile a Current List of All Reports and Statements

APRIL

- 1 • Write-in Candidate Filing Deadline for Spring Election
- On or Before 4 • Choose Board of Canvassers
- 4 • Notice of Spring Election
- 5 • Spring Election
- On or About 5 • Open Meetings Law Notice of Board of Canvassers Meeting(s)
- After 5 • Filing Campaign Finance Termination or Suspension Report
- On or About 6 • Receipt of Election Materials and Other Related Duties
- 6 - 12 • Canvass of Election Returns and Written Determination of Election Results
- On or About 6 - 15 • Recount Request May Be Filed
- On or About 11 - 15 • Certificate(s) of Election
- On or Before 25 • Filing of Official Oath
- 25 • School Board Members Take Office
- 25 - May 25 • Election of School Board Officials (i.e. Board Officers)

JUNE

- 29 - July 6 • Continuing Report Forms Mailed to Campaign Finance Registrants

JULY

- 1 - 20 • Filing of July Continuing Report by Campaign Finance Registrants
- 21 • If Delinquencies in Filing Continuing Report:
 - Notify Registrants Who Have Failed to Comply
 - Make a List of Delinquents for Public Inspection
 - Notify Regarding Discrepancies
 - Compile a Current List of All Reports and Statements