



CALENDAR OF EVENTS

LONG BEACH UNIFIED SCHOOL DISTRICT AND LONG BEACH COMMUNITY COLLEGE DISTRICT GOVERNING BOARD MEMBER ELECTIONS

APRIL 10, 2012

IMPORTANT NOTICE

All documents are to be filed with and duties performed by the Registrar-Recorder/County Clerk unless otherwise specified.

DATES		EVENTS
(2011) DEC. 5 (M) E-127	DEC. 19 (M) E-113	NOTICE OF ELECTION – PUBLICATION (UNIFIED SCHOOL DISTRICT) Between these dates a notice of election shall be published once. (E. C. §§ 12101 and 12102)
DEC. 9 (F) E-123		ADOPT ELECTION RESOLUTION (COMMUNITY COLLEGE DISTRICT) Last day for Board of Trustees to adopt resolution calling the community college district election and setting forth the specifications of the election order. (Ed. Code § 5322)
DEC. 12 (M) E-120		FORMAL NOTICE OF ELECTION (COMMUNITY COLLEGE DISTRICT) Not later than this date the County Superintendent of Schools shall deliver the formal notice of election. (Ed. Code §§ 5324 and 5325) BOARD RESOLUTION re CANDIDATE STATEMENTS Not later than this date the district board shall by resolution determine the word limitation for candidate statements (200 or 400 words); specify if the candidate(s) or the district will bear the costs of printing and distributing the statements, and if cost is to be paid by the candidate, whether advance payment is required. (E. C. § 13307)

DATES**EVENTS**

(2011)
DEC. 12 (M)
 E-120

(2012)
JAN. 11 (W)
 E-90

**NOTICE OF ELECTION – PUBLICATION
 (COMMUNITY COLLEGE DISTRICT)**

Between these dates a notice of election shall be published once.

A general press release shall be issued providing information on the elective offices and the telephone number to call regarding candidate nomination procedures.

(E. C. § 12112 and Ed. Code § 5363)

A copy of the published notices shall be delivered to the District Secretary/Superintendent and each notice shall be posted in the district office.

(E. C. § 12113)

DEC. 19 (M)
 E-113

JAN. 13 (F)
 E-88

NOMINATION PERIOD

First and last day for candidates to file nomination documents.

(E. C. §§ 10220 and 10603)

**DECLARATION OF CANDIDACY – AFFIDAVIT
 OF NOMINEE AND OATH OR AFFIRMATION
 OF ALLEGIANCE**

Declarations of Candidacy must be filed during this period for candidates for the community college district. Nominating petitions, Affidavit of Nominee and Oath or Affirmation of Allegiance must be filed for candidates for the unified school district during this period.

(E.C. §§ 10220, 10226 and 10603 and Long Beach City Charter Art.XXII § 2204)

CANDIDATE STATEMENTS

During this period, candidates may file a candidate statement not to exceed the word limitation prescribed by the district board **(200 or 400 words)** for inclusion with the sample ballot. The statement shall be filed no later than the last day to file nomination documents.

(E. C. § 13307)

DATES

EVENTS

JAN. 13 (F)
5:00 P.M.
E-88

NOMINATION PERIOD – DEADLINE DATE

Last day for candidates to file Declarations of Candidacy/Affidavits of Nominee and Oath or Affirmation of Allegiance and nominating petitions as specified.

(E. C. §§ 10220 and 10603)

CANDIDATE WITHDRAWAL

No candidate, including the incumbent, whose Declaration of Candidacy/Affidavit of Nominee and Oath or Affirmation of Allegiance, has been filed may withdraw after this date except when the nomination period has been extended for that office.

(E. C. §§ 10224 and 10603)

**APPOINTMENT – NO ELECTION
(COMMUNITY COLLEGE DISTRICT)**

If only one person or no person has filed a Declaration of Candidacy/Affidavit of Nominee and Oath or Affirmation of Allegiance, and if a petition to hold an election has not been filed by this date, the qualified person(s) nominated shall be seated at the organizational meeting of the board or, if no person has been nominated, the governing board shall appoint the qualified person(s) at a meeting prior to the day fixed for the election.

(Ed. Code § 5328)

**NOTICE OF APPOINTMENT / NO ELECTION –
PUBLICATION (COMMUNITY COLLEGE
DISTRICT)**

After this date, if no one has been nominated to the office, a notice shall be published once stating that the governing board intends to make an appointment and procedures for applying for the office.

(Ed. Code § 5328.5)

DATES	EVENTS
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<p>JAN. 13 (F) 5:00 P.M. E-88</p>	<p>APPOINTMENT IN-LIEU OF ELECTION – PUBLICATION (UNIFIED SCHOOL DISTRICT)</p> <p>If no more candidates file for office than there are offices to be filled and if there are no other offices or measures on the ballot, the board of education shall be notified that it may:</p> <ol style="list-style-type: none"> (1) Appoint to the office the person who has been nominated (2) Appoint to the office any eligible elector if no one has been nominated (3) Hold the election if either no one or only one person has been nominated <p>A notice of these facts shall be published once in a newspaper in the city. After publication, the board of education may make the appointment or direct the election to be held. (E. C. § 10229 and Gov. Code § 6061)</p>
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<p>JAN. 14** (Sa) E-87**</p>	<p>JAN. 18 (W) 5:00 P.M. E-83</p>	<p>NOMINATION EXTENSION PERIOD IF INCUMBENT DOES NOT FILE</p> <p>If a Declaration of Candidacy/Affidavit of Nominee and Oath or Affirmation of Allegiance for an incumbent is not filed by 5:00 p.m. on January 13, the nomination period shall be extended until January 18, 5:00 p.m., for persons other than the person(s) who was the incumbent on January 13, 2012. The extension does not apply where there is no incumbent eligible to be elected. (E. C. §§ 10225 and 10604)</p>
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**January 14 (Saturday), January 15 (Sunday) and January 16 (holiday), the Registrar-Recorder/County Clerk's Office will be closed.

DATES**EVENTS**

JAN. 14** (Sa) E-87**	JAN. 23 (M) 5:00 P.M. E-78	PUBLIC EXAMINATION PERIOD – CANDIDATE STATEMENTS/CANDIDATE NAMES AND BALLOT DESIGNATIONS During this period, candidate statements, candidate names and ballot designations shall be open for public examination. A fee may be charged to any person obtaining a copy of the material. During this period any person may file a writ of mandate or an injunction to require any or all of the material to be amended or deleted. (E. C. § 13313) NOTE: If the nomination period is extended for a particular office, the inspection period for that office shall be adjusted to January 19 through January 28** .
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JAN. 18 (W) 5:00 P.M. E-83	PETITION TO HOLD ELECTION (COMMUNITY COLLEGE DISTRICT) Last day to file a petition signed by 10% or 50 voters (whichever is smaller in number) in the district or trustee area, requesting that an election be held if no one has been nominated for the office. (Ed. Code § 5326)
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JAN. 19 (Th) 11:00 A.M. E-82	RANDOMIZED ALPHABET DRAWING BY SECRETARY OF STATE The Secretary of State shall hold a public drawing to determine the order of candidate names on the ballot by randomly drawing each letter of the alphabet. (E. C. § 13112)
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FEB. 2 (Th) E-68	DEATH OF A CANDIDATE (COMMUNITY COLLEGE DISTRICT) Last day the name of a deceased candidate may be removed from the ballot. Facts regarding death must be ascertained at least 68 days prior to election. (Ed. Code § 5329)
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**January 14 and 28 (Saturdays), January 15 (Sunday) and January 16 (holiday), the Registrar-Recorder/County Clerk's Office will be closed.

DATES		EVENTS
FEB. 13 (M) E-57	MAR. 27 (Tu) 5:00 P.M. E-14	WRITE-IN CANDIDATE DECLARATION PERIOD A name written on a ballot will not be counted unless the person has filed during this period a Declaration of Candidacy/Affidavit of Nominee and Oath or Affirmation of Allegiance and sponsor signatures, if applicable, stating that he or she is a write-in candidate for the election. (E. C. §§ 8600 and 8601)
MAR. 1 (Th) E-40	MAR. 20 (Tu) E-21	MAILING OF SAMPLE BALLOTS The City Clerk shall mail a sample ballot to each voter in the district during this period. (E. C. § 13303)
MAR. 12 (M) E-29		POLLWORKERS AND POLLING PLACES – APPOINTMENT Last day for City Clerk to appoint pollworkers and designate polling places. City Clerk shall mail a notice of appointment to each pollworker. (E. C. § 12286)
MAR. 12 (M) E-29	APR. 3 (Tu) E-7	VOTE BY MAIL – FIRST AND LAST DAY TO APPLY Applications may be filed with the City Clerk between these dates (both dates inclusive). Applications received prior to the 29th day will be kept and processed during this period. (E. C. § 3001)

DATES

EVENTS

MAR. 16 (F)

E-25

COPIES OF VOTER INDEX

Last day to be notified by the district of the number of copies required, not to exceed four (4), of the voter index.

(E. C. § 2183)

MAR. 26 (M)

E-15

REGISTRATION CLOSES

Last day to transfer or register to vote in the election.

(E. C. §§ 2102 and 2107)

MAR. 27 (Tu)

E-14

APR. 3 (Tu)

E-7

NEW CITIZEN REGISTRATION/VOTING

Between these dates any new citizen (a person who meets all requirements of an elector and has become a U.S. citizen after the **14th** day prior to the election but on or before the **7th** day prior to that election) is eligible to register. This registration must be executed in the Norwalk office of the Registrar-Recorder/County Clerk. New citizen must provide proof of citizenship prior to voting.

(E. C. §§ 331, 3500 and 3501)

NOTE: The new citizen must vote at the Long Beach City Clerk's Office.

MAR. 27 (Tu)

E-14

WRITE-IN CANDIDATE DECLARATION DEADLINE

Last day for a candidate to file a Declaration of Candidacy, Affidavit of Nominee and Oath or Affirmation of Allegiance and sponsor signatures, if applicable, stating that he or she is a write-in candidate for the election.

(E. C. §§ 8600 and 8601)

DATES

EVENTS

APR. 3 (Tu)
E-7

NOTICE OF TALLY CENTER LOCATION – PUBLICATION/POST

Last date for City Clerk to publish or post a notice specifying the public place to be used as the central tally location for counting the ballots.
(E. C. § 12109)

POLLING PLACES – PUBLICATION

Last date for City Clerk to publish once in a newspaper of general circulation within the jurisdiction, a list of pollworkers and polling places for each precinct.
(E. C. § 12105 and Gov. Code § 6061)

CANVASS VOTE BY MAIL BALLOTS

The City Clerk may commence the canvass on the 7th day before the election, but shall not release the results of the tally until after the polls close.
(E. C. § 15101)

LIST OF NOMINEES – PUBLICATION (UNIFIED SCHOOL DISTRICT)

On or before this date, a notice shall be published once in a newspaper of general circulation published in the city.
(E. C. § 12110 and Gov. Code § 6061)

DATES

EVENTS

APR. 4 (W)
E-6

APR. 10 (Tu)
ELECTION
DAY

EMERGENCY VOTING BY MAIL

Between these dates any voter may apply to the City Clerk for a Vote By Mail ballot if conditions require his or her absence from the precinct on election day. The voter may designate an authorized representative to pick-up and return the ballot.
(E. C. § 3021)

APR. 10 (Tu)
ELECTION
DAY

ELECTION DAY

Polls open 7:00 a.m., close 8:00 p.m.
(E. C. § 14212)

**VOTE BY MAIL BALLOTS RETURNED –
8:00 P.M.**

Last day for Vote By Mail ballots to be received by the City Clerk or turned in personally by the voter at any polling place in the jurisdiction. A designated person may return the voted ballot under specified conditions.
(E. C. §§ 3017 and 3020)

MAY 1 (Tu)
E+21

COMPLETION OF OFFICIAL CANVASS

On or before this date, the City Clerk shall certify the election results to the governing boards.
(E. C. § 10262 and Long Beach City Charter § 2206)

DATES

EVENTS

JULY 16 (M)
E+97

**COMMENCEMENT OF TERM (UNIFIED
SCHOOL DISTRICT AND COMMUNITY
COLLEGE DISTRICT)**

Member terms shall commence on the third
Monday in July after the election.
(Long Beach City Charter Art. XXII § 2205)

NOTE: If any Board of Education (Unified School District) candidate receives a majority of all votes cast at the Primary Nominating Election, he or she shall be declared elected. If no candidate receives a majority of votes cast at the Primary Nominating Election, the names of the two candidates who receive the most votes cast shall be placed on the ballot for the Board of Education Runoff Election to be held on the first Tuesday after the first Monday in June (June 5, 2012).
(Long Beach City Charter Art. XXII § 2206)

Candidates for Board of Trustees (Community College District) who receive the highest number of votes cast shall be declared elected.
(E. C. § 10600)