



**Cheryl Mango-Paget**  
**Coconino County School Superintendent**  
**Bond Election Timeline**  
**November 8, 2022**

Education Service Agency  
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Deadline	Days	Responsible Party / Action	Authority
<b>11/8/22</b>	<b>DAYS</b>	<b>Election Day</b>	<b>STATUTE</b>
5/12/22	E -180	180 Day Notice to County Elections notifying of special election on November 8, 2022.	
6/11/22	E -150	<b>SCHOOL DISTRICT</b> – can call for an election at this time or earlier. <b>SCHOOL DISTRICT</b> notifies <b>County School Office</b> of call for election as soon as resolution is adopted.	35-453
6/11/22	E -150	<b>SCHOOL DISTRICT</b> deadline to Call for an Election. <b>County School Office</b> notifies Elections Department & Recorder’s Office of Special Election. If requested, proposition numbers assigned by Elections Department	
7/11/22	E -120	<b>SCHOOL DISTRICT</b> email <b>County School Office</b> with resolution signed by Governing Board. Resolution to include ballot language and appropriate exhibits in preparation for special election.	15-491
7/11/22	E -120	<b>SCHOOL DISTRICT</b> Governing Board sends written request for <b>County School Office</b> to (1) order precinct registers from County Recorder OR advising the <b>County School Office</b> that the SCHOOL DISTRICT will be responsible for ordering and delivering to polling sites; (2) request mail list of registered electors in the district from Voter Registration and (3) arrange for mailing of Information Pamphlet. <b>This may be included in Board Resolution ordering election.</b>	
7/11/22	E -120	<b>County School Office</b> notifies Elections, Recorder and Board of Supervisors of call for election. The <b>County School Office</b> arranges for printer, certified translator, labeling company and a mailing company.	
7/11/22	E -120	<b>SCHOOL DISTRICT</b> places Pro/Con notices in area newspapers upon receipt of the resolution and call for election. Response deadline will be approximately 88 days before election. <b>Pro/Con notices MUST appear four (4) consecutive times in a newspaper of general circulation in the district.</b>	35-454
7/11/22	E -120	<b>Recorder mails out 120-day election notice postcard.</b>	16-166
7/13/22	E -118	<b>SCHOOL DISTRICT</b> submits required information to be included in the bond pamphlet. Ballot language due to County Elections.	35-454; 15-491; 15-492
7/21/22	E -110	<b>SCHOOL DISTRICT</b> provide mail permit number if SCHOOL DISTRICT’s permit is to be used for mailing of Information Pamphlet OR request to use County permit. If district mail permit number will be used, verify that the annual permit fee has been paid for the year and sufficient postage is available.	
7/31/22	E -100	<b>County School Office</b> requests mail list from Coconino County Recorder with mailing data and polling locations for registered voters.	
8/5/22	E -95	<b>SCHOOL DISTRICT</b> preparation of Notice of Election and Affidavit of Posting for School District.	15-403
8/5/22	E -95	<b>SCHOOL DISTRICT and Legal Counsel</b> prepares First Draft of Informational Pamphlet for <b>County School Office</b> for initial review.	
8/10/22	E -90	<b>SCHOOL DISTRICT</b> post-election notices and file affidavit of posting with <b>County School Office</b>	15-403
8/10/22	E -90	<b>***FINAL BALLOT QUESTION SUBMISSION DEADLINE***</b>	

**Questions? Please contact Mindy Mohler at [mmohler@coconino.az.gov](mailto:mmohler@coconino.az.gov) or via phone at 928.679.8075**

8/12/22	E	-88	Deadline for area residents and district governing board to submit their signed 200-word PRO or CON argument to <b>County School Office</b> . Please note the deadline is subject to change and you should verify the deadline with the <b>County School Office</b> . Pro/Con statements will be accepted on a first come first served basis.	35-454
8/15/22	E	-85	<b>SCHOOL DISTRICT</b> submits ballot question to Arizona Legislative Council for review. The Arizona Legislative Council shall notify the SCHOOL DISTRICT within 10 calendar days if the ballot language does not comply with state statute.	15-491.H
8/26/22	E	-74	<b>SCHOOL DISTRICT</b> provides FINAL approval of Information Pamphlet.	
8/29/22	E	-71	<b>County School Office</b> sends Information Pamphlet to printer.	
9/19/22	E	-50	<b>County School Office</b> verify mail list request with County Recorder. Information needed 10 days prior to pamphlet mail deadline date.	
9/24/22	E	-45	Coconino County Recorder submits mailing list to labeling and mailing vendors.	
10/4/22	E	-35	***INFORMATION PAMPHLET MAIL DEADLINE***	35-454; 15-491.H
10/11/22	E	-28	Last day to register to vote.	16-121
10/12/22	E	-27	Early Voting Starts/Early Ballots will be mailed to voters on the Active Early Voter List or for early ballot requests.	15-541; 16-545
10/13/22	E	-26	Information Pamphlet to Recorder for inclusion with out-of-state ballot requests.	
10/13/22	E	-26	***RECORDER MAILS BALLOTS FOR AEVL/EARLY REQUESTS***	16-542
10/28/22	E	-11	Last day to request an Early Ballot to be mailed.	16-542.D
11/1/22	E	-7	Elections Department performs Logistics and Accuracy (L&A) test. <b>SCHOOL DISTRICT</b> may also send a witness to observe the L&A test.	16-449
11/4/22	E	-4	Last day to vote early.	16-542.D
11/7/22	E	-1	Emergency early voting ends at 5:00 p.m.	16-542.H
11/8/22	E	0	**ELECTION DAY**	16-204
11/13/22	E	+5	<b>County School Office</b> provides Report of Special Election results to <b>SCHOOL DISTRICT</b> (Tentative).	
11/14/22	E	+6	First Day to CANVASS ELECTION RETURNS. The canvass is NOT complete until it is presented to the County Board of Supervisors.	15-493
11/14/22	E	+6	<b>County School Office</b> provides Bond Information Pamphlet to the County Treasurer.	
12/8/22	E	+30	<b>SCHOOL DISTRICT</b> prepares Report of Special Election Results. Provide one copy to ADE and two copies to <b>County School Office</b> .	
12/8/22	E	+30	Last Day to CANVASS ELECTION RETURNS. The canvass is NOT complete until it is presented to the County Board of Supervisors.	15-493
12/8/22	E	+30	<b>County School Office</b> – COUNTY SCHOOL SUPERINTENDENT declares results of election.	15-426
12/8/22	E	+30	<b>County School Office</b> Provide Pamphlet and Canvass to Coconino County Treasurer.	
12/8/22	E	+30	<b>County School Office</b> submits the Information Pamphlet to the Arizona Department of Revenue.	35-454.A.3
1/5/23	E	+58	Deadline for <b>County School Office</b> to submit report to president of the senate and speaker of the house for mail ballot elections only.	16-409

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