



Colorado Association of School Boards

All citations are to the Colorado Constitution, Colorado Revised Statutes, or Colorado Code of Regulations.

DATE	ACTION/EVENT
August 2023	
August 9, 2023 (no more than 90 days before the election)	<p>Call for nominations</p> <p>First day for the designated election official to publish a call for nominations for school director election. The call shall state which director offices will be voted upon in the election, where to obtain nomination petitions, the number of signatures required, and the deadline for submitting the nomination petition. <i>C.R.S. § 22-31-107(1.5).</i></p> <p>Nomination petitions</p> <p>First day for nomination petitions to be circulated. No petition shall be circulated prior to this date. <i>C.R.S. §§ 1-4-803(1)(b); 22-31-107(2).</i></p>
August 24, 2023 (75 days before election)	<p>Call for nominations</p> <p>Last day for the designated election official to publish a call for nominations. <i>C.R.S. § 22-31-107(1.5).</i></p>
September 2023	
September 1, 2023 (67 days before election)	<p>Nomination petition</p> <p>Last day for school director candidates to file a nomination petition with circulators' notarized affidavits, a notarized acceptance of nomination, and written notice of intent to be a candidate. <i>C.R.S. §§ 1-4-803(2); 22-31-107(2).</i></p> <p>Candidate audio recording</p> <p>Last day for a candidate to submit to the county clerk an audio recording of the pronunciation of his or her name exactly as it is provided in the candidate's statement of intent. <i>8 CO ADC 1505-1, Rule 4.6.1. - 2.</i></p> <p>Write-in candidates</p> <p>Last day for school director write-in candidate to file an affidavit of intent to be a candidate. <i>C.R.S. §§ 1-1-106(5); 1-4-1102(2).</i></p>

<p>September 8, 2023 (60 days before election)</p>	<p>Ballot order</p> <p>Last day to establish arrangement of candidates' names on the ballot by lot. The designated election official shall notify the candidates of the time and place of the lot drawing. <i>C.R.S. § 1-5-406.</i></p> <p>Certify ballot content</p> <p>Last day for the designated election official to certify the content of the ballot to the county clerk. The ballot content shall include the name and office of each candidate and any ballot issue(s) to be voted on. <i>C.R.S. § 1-5-203(3)(a); 8 CCR 1505-1 Rule 4.5.</i></p> <p>Online Posting of Candidate Information</p> <p>Deadline for school districts in which at least 1,000 pupils are enrolled to post, in a "prominent area" on the district's website, each candidate's required contact information. The information must be organized in alphabetical order by candidate surname. The district may provide hyperlinks to the Secretary of State's website, if any of the candidate's information is posted there. <i>C.R.S. § 22-31-107(2.5).</i></p>
<p>November 2023</p>	
<p>November 7, 2023</p>	<p>ELECTION DAY</p> <p>Polls open at 7 a.m. and remain open until 7 p.m., or until every eligible elector who was at the polling location at or before 7 p.m. has been allowed to vote. <i>C.R.S. § 1-7-101.</i></p>
<p>November 29, 2023 (22 days after election)</p>	<p>Survey of returns</p> <p>Last day for the canvass board to certify to the designated election official the official abstract of votes for the school district. <i>C.R.S. § 1-10-203(1).</i></p>
<p>Immediately following the preparation and certification of the final abstract of votes</p>	<p>Certificate of election</p> <p>Immediately after the final abstract has been prepared and certified, the designated election official shall notify the candidates of their election to office and deliver the certificate of election. <i>C.R.S. § 1-11-103(1).</i></p>

December 2023	
December 8, 2023* (no later than 10 days after receiving the certificate of election, if abstract received on Nov. 29)	Oath of office Candidate must take the oath of office no later than 10 days after receiving the certificate of election or the seat shall be deemed vacant. <i>C.R.S. § 22-31-125; 1-1-106(5).</i>