

Levittown Public Schools

Absentee Ballots and Tally Procedures for June 16, 2020 @ 5:00 pm

By the Executive Order of Governor Cuomo, this year's school budget vote and elections are being conducted by mail-in ballot. All ballots must be returned by 5:00 pm on June 16, 2020. If you want to drop a ballot off in person you may place it in a secure locked box at Levittown Memorial Education Center at 150 Abbey Lane, Levittown, NY from 9am to 3pm Monday through Friday the week of June 1, and Monday June 8th from 9am to 3pm and Tuesday, June 9th 9am to 5pm. No ballots will be accepted after 5pm on June 9, 2020 ballots by mail will be accepted until Tuesday, June 16, 2020 at 5pm. **Ballots will be opened at Levittown Memorial Education Center, in the Panther Room and this process will be livestreamed on our website (www.levittownschoools.com).**

Here is the process we will follow:

At 5:00 pm on June 16, the ballots will be transferred from the secured possession of the District Clerk to the election inspectors for opening and canvassing.

The District Clerk and the Attorney for the District will be responsible for overseeing the tally of the votes and maintaining the integrity of the ballot opening process in order to preserve anonymity of voters

The election inspectors (we will have a minimum of 30 election inspectors, who will be broken down into teams of three) will utilize the following procedures to open the envelopes and tally the votes.

▣ Each election inspector will be given a group of ballots. The election inspector will verify that the affidavits on the envelopes were signed and that the individual is listed on the Roster of Registered voters provided by the Nassau County Board of Elections. The election inspector will initial the register that the ballot has been received.

▣ One member of the team will open the ballots and will place the folded ballots and envelopes into separate piles. The folded ballots will be returned into the ballot box.

▣ Once all of the ballots are removed from the envelopes, the other two members of the team will take the ballots out of the ballot box, unfold them, and record them on an electronic tally sheet. The envelopes will be retained separately and will not be matched up with the ballots again.

▣ After the ballots have been recorded, the tally sheet will be printed and returned, with the opened envelopes and the tallied ballots remaining separate, to the District Clerk to be secured until it is time to have a final count.

▣ The tally recorded by each of the election inspectors will be merged into a final tally sheet and results of the election will be announced. This will be done in the Board Room and will be livestreamed on our website. The Board will then certify the results of the vote.

In order to be compliant with the Governor's orders on social distancing, only those who are essential for the conduct of the vote will be allowed to be present. These individuals will be required to wear a mask and will adhere to social distancing guidelines

Candidates for the Board of Education or their designated poll watchers may also be present. Board of Education members may also be present.

FREQUENTLY ASKED QUESTIONS:

1. **Why are we using absentee ballots this year?** By Executive Order of Governor Cuomo
2. **Why is my name and address on the return envelope?** It is the law. Just as in the regular voting process, you are required to state your name and address to verify that you are a registered voter, this information is required to verify that you are, in fact, eligible to vote.
3. **Why do I have to sign the affidavit on the ballot envelope?** This takes the place of signing the voting book when you usually come in to vote.

The Levittown School District is committed to preserving and protecting the integrity of the voting process as well as the anonymity of all voters.