ORDER AND NOTICE OF TRUSTEE ELECTION
PITTSBURG INDEPENDENT SCHOOL DISTRICT

STATE OF TEXAS §
§
COUNTIES OF CAMP, WOOD, & UPSHUR §

1. Pursuant to Texas Education and Election Codes, and in accordance with the laws and Constitution of the State of Texas, the Board of Trustees of the Pittsburg Independent School District ("District") in Camp, Wood, & Upshur Counties, Texas, hereby calls and orders a general election to be held on the 6th day of May 2023, for the purpose of electing two (2) trustees to the Board for the following positions and terms:

Place 1 – (3) three-year term; and
Place 2 – (3) three-year term.

2. Pursuant to Section 11.0581 of the Texas Education Code, as amended, and Chapters 31 and 271 of the Texas Election Code, this election shall be conducted by Pittsburg Independent School District. The Pittsburg ISD Central Administration Office, 402 Broach Street, Pittsburg, Texas 75686 is hereby designated as the main early voting place, and Brittani Griffin, is hereby appointed early voting clerk for the election. Requests for ballots by mail should be directed in writing to:

Ms. Brittani Griffin, Early Voting Clerk
Pittsburg ISD Administration Office
P.O. Box 1189
Pittsburg, Texas 75686
Email: bgriffin@pittsburgisd.net
More information regarding the election can be found at:
https://www.pittsburgisd.net

3. Requests for ballots by mail must be received no later than April 25, 2023, before the close of regular business or 12 noon, whichever is later. Early voting by personal appearance will be held on Monday, April 24, 2023, through Tuesday, May 2, 2023, from 8:00 a.m. to 5:00 p.m. on each day that is not a Saturday or Sunday.

4. Ms. Brittani Griffin is appointed Chief Election Official. She is hereby authorized, in conjunction with the Superintendent, to make all arrangements necessary for the holding of said election and to serve as the District's representative for the purpose of coordinating with the election officials from Camp, Wood, and Upshur Counties and the City of Pittsburg to conduct the election in accordance with the laws of this State.

5. All requests by candidates to have their names placed on the ballot for the general election shall be in writing and signed by the candidate and filed with Brittani Griffin, Early Voting Clerk, at the Pittsburg ISD Administration Building, 402 Broach Street, Pittsburg, Texas 75686, along with any other information required by law. Applications for the general election may be filed on or after January 18, 2023, through February 17, 2023, at 5:00 p.m. The regular office hours

for Brittani Griffin beginning January 18, 2023, will be 8:00 a.m. to 4:30 p.m. Mondays through Fridays. Ms. Griffin's office shall be open from 8:00 a.m. until 5:00 p.m. on the last day to file.

6. The order in which the names of the candidates are to be printed on the ballot shall be determined by a drawing held in the lobby of the Administration Building as provided by Section 52.094 of the Texas Election Code, as amended. Ms. Griffin shall post a notice of the date, hour, and place of the drawing on the bulletin board used for the notices of meetings of the Board of Trustees of the District. The notice shall remain posted continuously for seventy-two (72) hours immediately preceding the scheduled time of the drawing. Ms. Griffin shall also mail notice of the date, hour, and place of the drawing to each candidate, at the mail address stated on the candidate's application for a place on the ballot, not later than the fourth (4th) day before the day of the drawing. Each candidate involved in the drawing, or a representative designated by him or her, shall have a right to be present at the drawing and to draw for a position on the ballot.

7. The candidate receiving the highest number of votes for each respective position shall be deemed to be elected and be entitled to serve as trustee.

8. All election materials including the notice of election, ballots, instruction cards, affidavits, and other forms which the voter may be requested to sign, and all early voting materials, shall be printed in English and Spanish, or Spanish translations thereof shall be made available in the circumstances permitted, and in the manner required by law.

9. The results of the election shall be canvassed by the Board of Trustees no earlier than May 9, 2023, or later than May 17, 2023, at a meeting called by the Board of Trustees in accordance with the requirements of the Texas Open Meetings Act. However, the canvass may not be conducted until the ballot board has verified and counted all provisional ballots, if a provisional ballot has been cast in the election and counted all timely received mailed domestic ballots cast from addresses within the United States, and all timely received mailed ballots cast from addresses outside the United States. Notice of Canvass must be posted at least 72 hours continuously before the canvass is conducted.

10. A substantial copy of this order shall serve as proper notice of said election, with the exception that the notice shall also include the location of each early voting and election-day polling place established by Pittsburg ISD and City of Pittsburg. The notice, including a Spanish translation, shall be published at least one time not more than thirty (30) days or less than ten (10) days before the day of the election in a newspaper of general circulation in the District and posted not later than the 21st day before the election and remain posted continuously through election day on the bulletin board used for the notices of meetings of the Board of Trustees of the District. The District shall also deliver notice of this election to the Camp, Wood, and Upshur Counties Clerk not later than the 60th day before the election.

11. Said election shall be held in accordance with the Texas Election, as amended, and Education Codes, and only resident qualified voters of the Pittsburg Independent School District shall be eligible to vote at said election.

12. The polling places for this election shall be open for voting from 7:00 a.m. to 7:00 p.m. on Election Day. In accordance with Chapter 43 of the Texas Election Code, as amended,

the Board of Trustees hereby designates as polling places for the election the regular county polling places in Camp, Wood, and Upshur counties election precincts that contain territory from the District identified in the District's notice of election. The timings and locations for early voting and election-day in aforementioned Counties are listed below.

EARLY VOTING - Early voting by personal appearance will be conducted as follows:

Early Voting Location
Pittsburg ISD Central Office 402 Broach Street Pittsburg, Texas 75686

Monday	Tuesday	Wednesday	Thursday	Friday
4/24/2023 8a.m.–6p.m.	**4/25/2023** 8a.m.–6p.m.	**4/26/2023** 8a.m.–6p.m.	**4/27/2023** 8a.m.–6p.m.	**4/28/2023** 8a.m.–6p.m.
5/1/2023 8a.m.–6p.m.	**5/2/2023** 8a.m.–6p.m.			

ELECTION DAY – SATURDAY, MAY 6, 2023: 7:00 a.m. – 7:00 p.m.

Election Day Polling Locations
Pittsburg Elementary / Intermediate Cafetorium 106 Fulton Street Pittsburg, Texas 75686

PASSED AND APPROVED, this 6th day of February 2023.

Dr. Greg Miller
President, Board of Trustees
Pittsburg Independent School District

ATTEST:

Ricky Parker
Secretary, Board of Trustees
Pittsburg Independent School District

(District Seal)

