



South Dakota Secretary of State
SHANTEL KREBS

2017 School Election Calendar	Second Tuesday in April	First Tuesday after the first Monday in June	Third Tuesday in June (a city could combine with the school on this date)
<i>The annual election for school districts shall be held between the second Tuesday in April and the third Tuesday in June (SDCL 13-7-10). The days to the right are found to be the most common. A school district may choose an alternative date.</i>			
The school board shall set the date of the Annual School Election no later than the first regular meeting in January. (13-7-10)	April 11th	June 6th	June 20th
Publish notice of vacancies and time and place for filing petitions each week for two consecutive weeks. (13-7-5 , 13-7-10.4 & 05:02:04:14)	Between the dates of January 15 th and 30 th	Between the dates of February 15 th and March 1 st	Between the dates of March 15 th And 30 th
Earliest date to begin petition circulation and earliest date to file nominating petition. (13-7-10.2 , 13-7-10.4 , 13-7-6)	January 27 th	March 1 st	April 11 th
Deadline for filing nominating petition. Please plan accordingly to be available to accept petitions until 5:00pm on the deadline day. Registered mail is acceptable if postmarked by the deadline date and time. (13-7-10.2 , 13-7-10.4 , 13-7-6)	February 24 th 5:00 pm	March 28 th 5:00 pm	May 12 th 5:00 pm
Deadline for submission of written request to withdraw candidate's name from nomination. (13-7-7)	February 24 th 5:00 pm	March 28 th 5:00 pm	May 12 th 5:00 pm
<i>Have you ordered your election kit yet? If you plan to, consider ordering soon. McLeod's Printing in Mitchell is the only company in SD that sells election Kits. Do you need to order absentee ballot combined envelopes? 05:02:10:01.03</i>			
<i>Drawing for candidate order on the ballot needs to be conducted. (13-7-13)</i>			
School districts with a total enrollment of more than 2,000 students , within 15 days of filing a nominating petition, a <u>candidate</u> must file a Candidate Financial Interest Statement (12-25-30). This is filed with the business manager and a sample form can be found at sdsos.gov .			
<i>Don't forget to have your School Board appoint your Election Board. (13-7-12 & 05:02:05:11.01)</i>			
Publish first deadline of voter registration notice that needs to be published each week for two consecutive weeks. (12-4-5.2 & 05:02:04:04)	Between the dates of March 6 th and 10 th	Between the dates of May 1 st and 5 th	Between the dates of May 15 th and 19 th
Publish last deadline of voter registration notice that needs to be published each week for two consecutive weeks. (12-4-5.2 & 05:02:04:04)	Between the dates of March 13 th and 17 th	Between the dates of May 8 th and 12 th	Between the dates of May 22 nd and 26 th
<i>Is your ballot ready? Absentee voting begins soon. The ballot form can be found at 05:02:06:12. Sample ballots must be printed in Yellow and we encourage you to put the word SAMPLE on the ballot.</i>			
Deadline for voter registration. (12-4-5)	March 27 th	May 22 nd	June 5 th
Absentee ballots must be made available no later than 15 days prior to the election. (13-7-13)	March 27 th	May 22 nd	June 5 th

Publish notice of election that needs to be published each week for two consecutive weeks. First publication must be at least 10 days before election. (13-7-8 & 05:02:04:15)	Weeks of March 27 th and April 3 rd	Weeks of May 22 nd and May 29 th	Weeks of June 5 th and June 12 th
Publish facsimile ballot in the calendar week before the election. The calendar week falls from the Monday to the Saturday of the week prior to the Tuesday of Election Day. (13-7-8 & 12-16-16.2 talks about the size for publication)	Week of April 3 rd	Week of May 29 th	Week of June 12 th
Automatic tabulating systems only. Conduct a public test of the system. Must publish notice 48 hours before test. (12-17B-5 & 05:02:09:01.01)	April 1 – 10	May 27 – June 5	June 10 – 19
<i>5:00 pm the day before the election is the deadline for a voter to <u>absentee</u> vote in person.</i>			
Election Day. Polls open 7:00 am to 7:00 pm (13-7-10). <i>Remember a voter can request an absentee ballot via authorized messenger up to 3:00 pm the day of the election and the ballot has to be returned in time to get it to the polling location.</i>	April 11th	June 6th	June 20th
School districts with a total enrollment of more than 2,000 students , <u>within 15 days of being elected</u> , a board member must file an Elected Official Financial Interest Statement (3-1A-4). This is filed with the business manager and a sample form can be found at sdsos.gov .			
Deadline for the official canvass. (13-7-18)	Next meeting	Next meeting	Next meeting
Certificates of Election are issued after the canvass is complete. (13-7-9 and 13-7-18 ; 05:02:15:10 & 05:02:15:11)			

Note: If the school election is combined with a municipal election on a date other than the 2nd Tuesday in April, all dates follow [SDCL 13-7](#) (except when combined with the county for a primary election).

Ballot color for combined elections: if combining, one ballot must be white and the other jurisdiction will use a contrasting color (do not use yellow as that is the color for sample ballots). [ARSD 05:02:06:18](#)

Notify County Auditor: Contact your county auditor when you know you will have an election and ask if he/she can be available from 7:00 am to 7:00 pm on that date to answer questions regarding voter registration. ([SDCL 7-7-2](#))

Missed Election Notices: We do encourage any jurisdiction that misses a publication to try to get it published and post the notice around their jurisdiction. The notice would still be considered late and the election could still be challenged.

To check the registration status of the candidate and petition signers (**Business Managers are required to do this for candidate petitions** per [ARSD 05:02:08:00](#)), go to: <http://cityandschoollookup.sdsos.gov/Login.aspx> . If you forgot your username and password, or never had one, contact the Secretary of State’s Election Team and we will provide it to you.

Contact a member of the Secretary of State’s Election Team with any questions at Elections@state.sd.us or 605-773-3537.

Additional **election resources** can be found at: <https://sdsos.gov> then clicking Elections and Voting.