

a. Notice of all school elections must be given by posting and publishing notice of said elections and such notice shall state:

- 1) The date of holding the election.
 - 2) The hours between which the polls will be open.
 - 3) The definite place or places of holding the election.
 - 4) In the case of election of trustees, the offices to be filled, the trustee zones, and that declarations of candidacy must be filed not later than 5 p.m. on the fifth Friday prior to the day of the election.
 - 5) In the case of bond election, the amount of the issue, the purpose and period of the issue.
 - 6) In the case of the assumption of a debt, the amount of any such debt to be assumed by each district, or part of a district.
 - 7) In all other elections, a brief statement of the question being submitted to the electors.
- b) In school elections involving (i) the incurring or increasing of a debt, (ii) approving a levy for a plant facilities reserve fund and term thereof, (iii) excising and annexing territory, (iv) consolidating districts, or (v) dividing a district, notice of the election shall be posted not less than twenty-one (21) days prior to the day of the election in at least three (3) places in each district participating in or affected by such election, one (1) of which places shall be at or near the main door of the administrative offices of each such district, and by publishing at least once each week for three (3) consecutive weeks prior to the day of the election in a newspaper printed, or of general circulation in the county or in any county in which such district may lie and having general circulation within such district.
- c) Notice of all other school elections shall be given in the same manner, except that the posting shall be for not less than ten (10) days, and publishing shall be at least once each week for two (2) consecutive weeks prior to the day of the election.
- d) Notice of the deadline for filing declaration of candidacy for election of trustees shall be posted for not less than (10) days and published at least once each week for two (2) consecutive weeks prior to the last day for filing nominating petitions as required by section 33-502 Idaho Code.

- e) In elections for excising and annexing the territory of school districts, or to create new school districts by consolidation of division, the clerk of the board of county commissioners of the county in which the district lies, or of the home county if the district be a joint district, shall prepare, post, sign and arrange for the publishing of, the notice of election. In all other elections it shall be the duty of the clerk of the board of trustees.

- f) Notice of annual meeting of elementary school districts as provided for in section 33-510, Idaho Code, and of intent to discontinue a school, as provided for in section 33-5111, Idaho Code, and annual budget hearing as provided for in section 33-801, Idaho Code, shall be given by posting and publishing as outlined in subsection a of this section except that posting shall be for not less than ten (10) days, and publishing shall be once in a newspaper printed, or of general circulation in the county in which such district may lie and having general circulation within such district.

- g) Notices calling for bids for the acquisition, use or disposal of real and personal property as provided for in section 33-601, Idaho Code, and contracting for transportation services as provided for in section 33-1510, Idaho Code, shall be given by publishing twice, not less than one (1) week apart in a newspaper printed, or of general circulation in the county or in any county in which such district may lie and having general circulation within such district. The notice inviting bids shall set a date and place for opening bids. The first publication of the notice shall be at least two (2) weeks before the date of opening the bids; except that the notice for contracting for transportation services shall be made not less than four (4) weeks before the date of opening bids.

- h) Proof of posting notice shall be upon the affidavit of the person posting the same; and proof of publication shall be upon the affidavit of the publisher of the newspaper or newspapers respectively. Such affidavits shall be filed with the board by the clerk responsible for the posting and the publishing of said notice, before the day of the election named in the notice.



LEGAL REFERENCE:

Idaho Code Sections 33-402

ADOPTED: 9/19/77

AMENDED: 11/9/92, 10/14/2002

REVIEWED: 4/10/2000