



## Local School Council Elections Frequently Asked Questions

The Office of Local School Council Relations (OLSCR) has developed this FAQ document to address the most commonly asked questions during the 2020 election cycle.

### Is there a comprehensive LSC election timeline that is available for candidates, members, and the public?

- **October 27-November 6:** Families and staff members receive mail-in ballots.
- **November 4:** Deadline for candidates to submit their campaign materials to the school (extended from October 30).
- **November 6:** Schools must post candidates' campaign materials on the school and on the school website for members of the public.
- **November 12:** The Office of LSC Relations will send principals secure electronic ballots for the Student Election.
- **November 17:** Principals remove all candidate statements and campaign materials from the school building and website. Principals post sample ballots for parents and staff at the entry of the polling place.
  - **Student Virtual Election:** Students will receive electronic ballots from principals.
- **November 18:** Elementary School LSC Election polls will open from 7 a.m.– 7 p.m. Mail-in ballots must be postmarked by November 18 to count.
- **November 19.** High School LSC Election polls will open from 7 a.m.– 7 p.m. Mail-in ballots must be postmarked by November 19 to count.
- **November 30:** Final day for mail-in ballots to arrive.
- **December 1:** Deadline for LSC election judges to review, verify, and certify all mail-in and in-person ballots. Principals must post the election results for their school by 5 p.m.
- **December 2–3:** Post-election challenge period. Post-election challenges must be emailed to [LSCelectionchallenge@cps.edu](mailto:LSCelectionchallenge@cps.edu) or filed in person in the lobby at 42 W. Madison St. Chicago, IL by 5 p.m. CST.
  - LSCs must convene a meeting by 8 p.m. to certify the election results. The LSC will conduct a tie-breaking lottery in the parent and community member election if needed.
- **December 4:** If a tie-breaker lottery is needed and the LSC does not conduct the tie-breaking lottery on December 3, principals must conduct the tie-breaking lottery by 9 a.m. and enter the results in the LSC dashboard by noon. Principals must email the Office of LSC Relations by 3 p.m. with the Certification of Election Results (Form 28-20) if the LSC has not already done so.
- **December 9–10:** Law Department reviews and conducts virtual post-election challenge hearings for CPS staff members and students if necessary.
- **December 11:** The Chief Executive Officer or a designee will rule on the post-election challenges for CPS staff members and students by noon. The Office of LSC Relations modifies their records to comply with the post-election challenges decision and sends the revised results to the Board Secretary.
  - The Chief Executive Officer or their designee will email the post-election challenge results to those who filed the challenge and all parties involved.
- **December 16:** At the December Board meeting, the Board will appoint the elected students to serve on the LSCs from January 11 to June 30, 2021 and the elected teachers, parents, and community members to serve from January 11, 2021 through June 30, 2022.

- **December 16–18:** Law Department reviews and conducts virtual post-election challenge hearings for Parent and Community Members, if necessary.
- **December 22:** By noon, the Chief Executive Officer or a designee will rule on the post-election challenges for parent and community members if needed.
- **December 23:** The Chief Executive Officer or their designee will email post-election challenge results to those who filed the challenge and all parties involved.
- **January 11:** New LSC members begin their terms. All background checks are due to the Office of LSC Relations.
- **January 11–31:** Organizational Meetings

**What if I did not receive a mail-in ballot? Can I still vote?**

Yes, you may still vote. Parents, community members, and staff members have the option to vote in person at the school on election day.

**Where do I submit my mail-in ballot?**

Your mail-in ballot has a return envelope addressed to your school. You can mail your ballot to your school via the U.S. Mail or drop it off at the school any time on or before election day. All returned ballots must include the name of the voter and return address.

**What identification do I need to vote in-person?**

Individuals voting in person need two forms of identification. Acceptable forms of identification include, but are not limited to, the following:

- Driver's License
- State of Illinois ID
- Voter Registration Card
- MediPlan/Medicaid Card
- Permanent Resident Card
- Matricula Consular
- Student ID
- Public Library Card
- Other Governmental Agency ID
- Current Lease or Utility Bill
- Credit or Debit Card
- Employment ID
- Court Documents (Showing the name and address of the individual wishing to vote)
- CityKey Id

**Is curbside voting available?**

Yes. The school will post a phone number outside the building. Once a voter arrives at the school, they can call the number and an election judge will meet them outside. The judge will confirm the voter's two forms of identification, ask the voter to complete the appropriate application, and then will give the voter a ballot. The voter will complete and fold the ballot and return it to the judge.

**Who can file a post-election challenge?**

Only individuals eligible to vote in that election can file a post-election challenge. For example, only parents and community members entitled to vote in the parent/community elections may challenge parent/community election results. Only school staff members entitled to vote in the staff poll may challenge the staff poll results. Only students entitled to vote in the student poll may challenge the student poll results.

**How do you file a post-election challenge?**

- Those who wish to file a post-election challenge must complete the required form: [English](#) | [Spanish](#).
  - Parent/community post-election challenge petitions must be signed by five parents or community members eligible to vote in the parent/community election.
  - Staff post-election challenge petitions must be signed by five staff members eligible to vote in the staff election.
  - Student election challenge petitions must be signed by five students eligible to vote in the student election.
- Completed post-election challenge forms can be emailed to [LSCelectionchallenge@cps.edu](mailto:LSCelectionchallenge@cps.edu) or filed in person in the lobby at 42 W. Madison St. Chicago, IL by December 3, 2020 at 5 p.m.

**Can community members vote in the LSC elections via mail-in ballots?** Community members were not sent mail-in ballots; they can vote in person on the day of the election at the schools at which they are eligible to vote.

**What if I receive more than one ballot?**

It is possible that some parents and guardians may receive multiple ballots if they provided different information in ASPEN for each child enrolled at the school. However, LSC election judges will match the school's master file with each mail-in ballot envelope and the sign-in sheet for in-person voting to ensure that there is only one vote per person.