**OFFICIAL NOTICE OF INTENT FOR THE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SCHOOL DISTRICT TO PARTICIPATE IN THE COORDINATED ELECTION**

**ON NOVEMBER 4, 2025**

The Board of Education of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School District in the County of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, State of Colorado (Board of Education) shall conduct its regular biennial school election on November 4, 2025, as provided by state law and participate in the election coordinated by the County Clerk and recorder of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ County. The \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School District shall contract with the County Clerk and Recorder of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ County for the administration of the regular biennial school election and enter into an intergovernmental agreement with \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ County for this purpose. The County Clerk and Recorder shall serve as the coordinated election official for the November 4, 2025, coordinated election.

The Board of Education designates \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to serve as the school-designated election official for the 2025 regular biennial school election. The school-designated election official shall perform election duties on behalf of the Board of Education, including but not limited to accepting and verifying candidate packets as well as rendering all interpretations and making all initial decisions as to controversies or other matters arising in the conduct of the regular biennial school election to the extent that each of these responsibilities is consistent with the intergovernmental agreement.

A call for nominations for school directors to be elected at the regular biennial school election shall be published by the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_School District between August 6, 2025, and August 21, 2025.

The Board of Education directs the school designated election official to forward this notice of intent to participate in the November 4, 2025, to the coordinated election official by July 25, 2025, the deadline established in state law.

Approved this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2025, by a vote of  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

President, Board of Education

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Secretary, Board of Education

*Note:* State law requires the board of education to notify the county clerk and recorder in writing at least 100 days before the election that it has taken formal action to participate in the coordinated election. Colo. Rev. Stat. § 22-31-103(1). A resolution such as this could accomplish both these purposes. If there is a possibility that the board will be placing issues on the ballot in November, the board should also notify the county clerk of this possibility. That notice may be informal at this point and does not need to be included in the resolution. Those school districts whose boundaries encompass more than one county will need to modify this resolution to refer to each county.