



SAN MATEO
COUNTY
OFFICE OF
EDUCATION

Excellence and Equity in Education

Nancy Magee • County Superintendent of Schools

June 29, 2022

The Honorable Mark Church
Chief Elections Officer and Assessor-County Clerk-Recorder for San Mateo County
Elections Division
40 Tower Road
San Mateo, CA 94402

Re: Resolution Calling for an Election

Dear Mr. Church:

Enclosed is Resolution #21-22-21, Calling an Election to be held on November 8, 2022 for the Election of three (3) members of the Governing Board of the Millbrae Elementary School District.

This copy of Resolution #21-22-21, known as “specifications of the elections order, was passed and adopted by the Governing Board of the Millbrae Elementary School District, San Mateo County, State of California, on June 28, 2022. In accordance with Education Code 5324, I, San Mateo County Superintendent of Schools having jurisdiction over this matter, hereby provide this as formal notice to call the election. I have also directed the Superintendent of Millbrae Elementary School District to post this notice in every school site in the district and three additional public places.

Sincerely,

Nancy Magee

Nancy Magee
San Mateo County Superintendent of Schools

Enclosure

cc: Debra French, Superintendent, Millbrae Elementary School District



Millbrae Elementary School District
555 Richmond Drive
Millbrae, CA 94030
650-697-5693 • 650-697-6865 (fax) • www.millbraeschooldistrict.org

DEBRA FRENCH
Superintendent

RALPH CRAME
Chief Business Official

CHRISTINA PASSMORE
Director of Special Education

RESOLUTION NO. 21-22-21 SPECIFICATIONS OF THE ELECTION ORDER

A RESOLUTION OF THE MILLBRAE ELEMENTARY SCHOOL DISTRICT CALLING FOR AN ELECTION TO BE HELD ON NOVEMBER 8, 2022 FOR THE ELECTION OF THREE MEMBERS OF THE GOVERNING BOARD

The Governing Board of the Millbrae Elementary School District hereby resolves as follows:

WHEREAS, an election is hereby called to be held in and for the Millbrae Elementary School District on November 8, 2022 to elect three members of the Governing Board for a full term of four years each;

WHEREAS, pursuant to Elections Code 10002, the Governing Board of the Millbrae Elementary School District hereby requests the Board of Supervisors of the County of San Mateo to make available the services of the San Mateo County Chief Elections Officer & Assessor–County Clerk–Recorder (the “Chief Elections Officer”) as the County Elections Official for the purpose of rendering services in the conduct of the election to be held on November 8, 2022.

WHEREAS, the election to be held on November 8, 2022 will be conducted at-large.

(If at-large) Each governing board member shall reside in the school district and shall be elected by the registered voters of the entire school district.

WHEREAS, pursuant to Education Code 5322, not less than 123 days prior to the date of the election, the Governing Board of the Millbrae Elementary School District shall deliver a resolution or resolutions to the County Superintendent of Schools and the Chief Elections Officer, specifying the date of the election and the purpose of the election. The Resolution or Resolutions shall be known as “specifications of the election order” and shall set forth the authority for ordering the election, the authority for the specification of the election order, and the signature of the officer or the clerk of the board by law authorized to make the designations therein contained.

BOARD OF TRUSTEES

FRANK BARBARO
President

DENIS FAMA
Vice President

LYNNE FERRARIO
Clerk

MAGGIE MUSA
Trustee

KAREN CHIN
Trustee



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 Director of Special Education

WHEREAS, pursuant to Education Code 5325(b), not less than 120 days prior to the date of the election, the County Superintendent of Schools shall deliver a copy of the formal notice of election of Governing Board members to the Chief Elections Officer.

WHEREAS, the Superintendent of the Millbrae Elementary School District hereby is authorized and directed to enter an Elections Service Agreement with the Chief Elections Officer regarding the election to be held on November 8, 2022 to outline the detailed services to be provided by both the Millbrae Elementary School District and the Chief Elections Officer.

WHEREAS, the Chief Elections Officer shall send an itemized invoice to the Millbrae Elementary School District for all services provided pursuant to the Elections Service Agreement after the election is conducted and all related costs are determined. The Millbrae Elementary School District agrees to submit payment on the full amount of the invoice to the County of San Mateo within forty-five (45) days of the date of the invoice.

BE IT FURTHER RESOLVED that pursuant to Elections Code 13307, each candidate for the Governing Board to be voted in the election to be held on November 8, 2022 may prepare a candidate statement on the appropriate form provided by the Chief Elections Officer. Such statement shall be limited to 400 words. The prorated costs of printing, mailing and translating the statements shall be paid by the candidate.

BE IT FURTHER RESOLVED that pursuant to Education Code 5016, in the event of a tie vote, the candidate will be selected in a by lot.

I hereby certify the foregoing Resolution was duly and regularly passed and adopted by the Governing Board of the Millbrae Elementary School District at a regular meeting thereof held on this 28th day of June, 2022, by the following votes:

AYES: 5 ABSTAIN: NAYS: ABSENT:

Superintendent, Millbrae Elementary School District

FRANK BARBARO
 President

DENIS FAMA
 Vice President

BOARD OF TRUSTEES
LYNNE FERRARIO
 Clerk

MAGGIE MUSA
 Trustee

KAREN CHIN
 Trustee



OFFICE OF
ASSESSOR-COUNTY CLERK-RECORDER & ELECTIONS
REGISTRATION & ELECTIONS DIVISION
 COUNTY OF SAN MATEO

Candidate Policy Form for School Districts
November 8, 2022
Statewide General Election

Please complete and return this form by July 8, 2022 (ED §5322)

Our Governing Board adopts the following policies effective for the November 8, 2022 Statewide General Election:

1	The <i>number of members</i> to be elected to the Governing Board for a 4-year term : <u> 3 </u>	
	Names of incumbents currently holding these seats (Indicate Trustee Area if election is by district)	
	Name Denis Fama	Trustee Area Lynne Ferrario
	Name Karen Chin	Trustee Area
2	The <i>number of members</i> to be elected to the Governing Board for a 2-year term (if applicable to fill balance of an unexpired term): _____	
	Name(s) of incumbent(s) currently holding or who previously held and has vacated this seat(s)	
	Name Trustee Area	Name Trustee Area
	Name Trustee Area	Name Trustee Area
3	Election type	
	<input checked="" type="checkbox"/> At-large: Each governing board member shall reside in the school district and shall be elected by the registered voters of the entire school district	
	<input type="checkbox"/> By district: Each governing board member shall reside in the trustee area where she or he seeks to represent and shall be elected (choose one): <input type="checkbox"/> By the registered voters of that particular trustee area <input type="checkbox"/> By the registered voters of the entire school district	
4	The word limit for a candidate statement will be (EC §13307)	
	<input type="checkbox"/> 200-word statement <input checked="" type="checkbox"/> 400-word statement	
5	The cost of the candidate's statement sent to each voter will be paid by (EC §13307)	
	<input type="checkbox"/> District (Jurisdiction) <input checked="" type="checkbox"/> Candidate	
6	In the event of a tie vote, the candidate will be selected by (ED §5016)	
	<input type="checkbox"/> Runoff election <input checked="" type="checkbox"/> By lot	

(District Seal)

Debra French 6/28/2022
 Signature of the Superintendent and Date

Debra French, Superintendent
 Print Name and Title

Millbrae Elementary School District
 Official District Name (*to be used as ballot heading*)

40 Tower Road, San Mateo, CA 94402