

★ ★ ★ PROGRAM DESCRIPTION ★ ★ ★

What is the Student Poll Worker Program?

The Placer County Student Poll Worker Program provides high school students with an exciting opportunity to serve as poll workers for the upcoming election. Participating students can receive a stipend for their service or credit for community service hours along with an immersive, first-hand introduction to the democratic process.



Who can participate?

Any high school student that meets the following requirements:

- ★ Must be a U.S. Citizen or Legal Permanent Resident of the United States
- ★ Must be at least 16 years of age at the time of the election
- ★ Must be in good academic standing with a GPA of 2.5 or greater
- ★ Must have teacher and parental consent
- ★ Must be able to work the entire Election Day from 6:00 a.m. until approximately 9:00 p.m.

What do Student Poll Workers do?

Student poll workers are assigned to a particular vote center in Placer County and expected to perform the same duties as hired election aides. Student poll worker responsibilities include, but are not limited to, the following:

- Attend a mandatory in-person training session (approximately 3 hours) prior to their assignment
- Arrange transportation to and from their assigned vote center
- Help set up voting booths, accessible voting machines and other official voting equipment
- Assist with opening/closing procedures at the vote center
- Greet voters and direct voter traffic
- Assist with processing voters throughout the day
- Answer voter questions

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Where will students be placed to serve?

- We will attempt to place student poll workers at a vote center within a 5 to 10-mile radius of their home address.
- Due to the strict guidelines and strategic planning that goes into student poll worker placement, students must show up to their assigned location; they may not show up to a different vote center without the consent of the Elections Office.
- Due to the large volume of applications, we are unable to honor location requests. If you have extenuating circumstances surrounding your request, please contact our office via email at Placer_Precincts@placer.ca.gov and we will attempt to make accommodations.

Placement limitations:

- Although we recruit over 400 election aides for every countywide election, there are some areas that have a greater need for election aides than others. As a result, the number of student poll workers placed is dependent on the needs of the surrounding community.
- We encourage students to submit applications as early as possible to give our office more time to find a convenient location for them to serve during the election.
- Submitting an application does not guarantee a position. Students will be placed on a first-come, first-served basis. Although we may not be able to place every student applicant, we will try our best to place as many students as possible.

★ ★ ★ FAQ'S ★ ★ ★

How do I apply to be a student poll worker?

Obtain a student poll worker application from our website at www.placercountyelections.gov (also included at the end of this packet). Be sure to fill it out legibly and completely with your parent/guardian and teacher consent. Completed applications can be submitted to the Placer County Elections Office via any of the following methods.

Email: Placer_Precincts@placer.ca.gov

Mail: 3715 Atherton Rd. Ste. 2, Rocklin, CA 95765

Fax: 530-886-5688

In Person: 3715 Atherton Rd., Rocklin, CA 95765 or 2956 Richardson Dr. Auburn, CA 95603

How will I find out if I have been accepted?

Students who are accepted will receive an email notifying them of their placement and training information. Notices will be sent to the email address provided on your application.

How much will I be paid?

Student poll workers will be paid a stipend of \$100, plus an additional \$25 for attending the mandatory training class. Stipends will be mailed to the address provided on your application 6-8 weeks after the election. If you do not receive your stipend after 8 weeks, contact the Elections Office.

Who do I contact if I am no longer available to serve on Election Day?

If you need to cancel, please contact us as soon as possible by email at Placer_Precincts@placer.ca.gov or by phone at (530) 886-5650.

★ ★ ★ STUDENT RESPONSIBILITIES ★ ★ ★

- ★ Have your parent or guardian read the parent letter. Obtain signatures from parent/guardian and teacher(s).
- ★ Fill out the student poll worker application. Be sure to print legibly.
- ★ Attend a mandatory in-person training class (approximately 3 hours). Students who do not attend training will not be able to serve on Election Day.
- ★ Have an active email address. Be sure to check this email address often for communications from the Elections Office regarding your application, training class, and appointment notice.
- ★ Arrange transportation to and from your assigned vote center.
- ★ Dress appropriately and comfortably. No tank tops, shorts, torn clothing, or flip flops. No political or offensive slogans of any kind (clothing, buttons, hats, stickers, etc.)
- ★ You will be assigned breaks, but please note that meals are not provided. Bring snacks and beverages to last throughout the day.
- ★ All students must serve the entire day; half-day shifts are not available. Students who do not serve the entire day will not be paid the full stipend amount.
- ★ Call the Elections Office (530) 886-5650 or email Placer_Precincts@placer.ca.gov as soon as possible if you will not be able to serve on Election Day.

Assembly Bill No. 554

CHAPTER 150

An act to amend Section 12302 of the Elections Code, relating to elections.

[Approved by Governor August 10, 2015. Filed with Secretary of State August 10, 2015.]

LEGISLATIVE COUNSEL'S DIGEST

12302.

(a) Except as provided in subdivisions (b) and (c), a member of a precinct board shall be a voter of the state. The member may serve only in the precinct for which his or her appointment is received.

(b) (1) In order to provide for a greater awareness of the elections process, the rights and responsibilities of voters, and the importance of participating in the electoral process, as well as to provide additional members of precinct boards, an elections official may appoint not more than five pupils per precinct to serve under the direct supervision of precinct board members designated by the elections official. A pupil may be appointed, notwithstanding his or her lack of eligibility to vote, subject to the approval of the governing board of the educational institution in which the pupil is enrolled, if the pupil possesses the following qualifications:

(A) Is at least 16 years of age at the time of the election for which he or she is serving as a member of a precinct board.

(B) Is a United States citizen, will be a citizen at the time of the election for which he or she is serving as a member of a precinct board, or is lawfully admitted for permanent residence in the United States, as defined in Section 101(a)(20) of the federal Immigration and Nationality Act (8 U.S.C. Sec. 1101(a)(20)).

(C) Is a pupil in good standing attending a public or private secondary educational institution.

(D) Is a pupil who has a grade point average of at least 2.5 on a 4.0 scale.

(2) A pupil appointed pursuant to this subdivision may not be used by a precinct board to tally votes.

(c) (1) In order to promote civic engagement among residents of the state and to provide additional members of precinct boards, an elections official may appoint not more than five nonvoters per precinct to serve as precinct board members. A nonvoter may be appointed, notwithstanding his or her lack of eligibility to vote, if the nonvoter possesses the following qualifications:

(A) Is lawfully admitted for permanent residence in the United States, as defined in Section 101(a)(20) of the federal Immigration and Nationality Act (8 U.S.C. Sec. 1101(a)(20)).

(B) Is otherwise eligible to register to vote pursuant to Section 2101 except for his or her lack of United States citizenship.

(2) A nonvoter appointed to a precinct board pursuant to this subdivision shall not be permitted to do either of the following:

(A) Serve as, or perform any of the duties of, the inspector of a precinct board.

(B) Tally votes for the precinct board.

(Amended by Stats. 2015, Ch. 150, Sec. 1. (AB 554) Effective January 1, 2016.)

★ ★ ★ PARENT LETTER ★ ★ ★



PLACER COUNTY ELECTIONS OFFICE
3715 Atherton Rd, Rocklin CA 95765
(530) 886-5650 or (800) 824-8683

Dear Parent/Guardian,

With your permission, the Placer County Elections Office would like to invite your child to volunteer as a student poll worker for the upcoming election.

Students who are selected to work at a vote center are required to attend a mandatory training class (approximately 3 hours) prior to Election Day. Students will serve with 10 other members of our community on a vote center board.

Election participation is an exciting, all-day event. Students are expected to be present at their assigned vote center on Election Day from 6:00 a.m. to approximately 9:00 p.m. Students are responsible for providing their own transportation to and from training and their assigned vote center on Election Day. For the convenience of both students and parents, we will try our best to assign students to a vote center in close proximity to the home address provided on their application.

Submitting an application does not guarantee a position. Students will be placed on a first-come, first-served basis. Although we may not be able to place every student applicant, we will try our best to place as many students, as possible.

In addition to gaining an invaluable learning experience about the democratic process, students are paid a stipend of \$100 for serving on Election Day, plus an additional \$25 for attending the mandatory training class. Payment will be mailed approximately 6-8 weeks following the election to the address provided on their application. Students who do not work the entire day will not be paid the full stipend amount.

Rewards of being a student poll worker include the following:

- Hands-on introduction to the democratic process
- Students can earn community service hours (check with your school)
- Students can earn \$125
- Volunteerism looks great on college and scholarship applications and resumes
- Students gain satisfaction from helping their community
- Student poll workers are more likely to become lifelong voters

For your child to be assigned to a vote center on Election Day, please review the additional requirements listed on the student poll worker application. Applications must be filled out completely with parent and teacher signatures to be considered. Completed applications can be returned to the Placer County Elections Office. If your student is unable to participate after being placed at a vote center, please have your child call the Elections Office, as soon as possible. If you have any questions or concerns regarding the Student Poll Worker Program, please contact us.

We look forward to your student's contribution to the election process!

★ ★ ★ STUDENT POLL WORKER APPLICATION ★ ★ ★

PLACER COUNTY ELECTIONS OFFICE

All students must have parent and teacher approval to be considered.
Please print legibly.

S T U D E N T	First Name:		Last Name:	
	High School:			
	Home Address:		Date of Birth:	
	City:	Zip Code:	Email:	
	Home Phone:		Cell Phone:	
	Can you speak and understand a language other than English? YES <input type="checkbox"/> NO <input type="checkbox"/>			
If Yes, what language?				
I understand that to meet the legal requirements to qualify as a student poll worker, I must:				
<ul style="list-style-type: none"> ★ Be at least 16 years of age at time of the election in which I am serving. ★ Be a U. S. citizen or legal permanent resident at the time of the election in which I am serving. ★ Be a student in good standing at a public or private high school with a grade point average of at least 2.5. ★ Provide my own transportation on Election Day, and to attend required training. ★ Work the entire day from 6:00 a.m. until approximately 9:00 p.m. (breaks included). 				
Student Signature _____		Date _____		
Name:				
Emergency contact information on Election Day:				
This is to certify that I have read the parent letter and give my permission for my child, named above, to serve as a student poll worker in the upcoming election. I understand my child must attend mandatory training prior to Election Day and that they are expected to serve from 6:00 a.m. to approximately 9:00 p.m. on Election Day.				
Parent Signature _____		Date _____		
Name:				
High School:				
Phone Number:		Email:		
This is to certify that, to the best of my knowledge, the above-named student meets the requirements to be a student poll worker that are listed above. I am aware that if chosen, the above-named student will be working at a vote center from 6:00 a.m. until 9:00 p.m. on Election Day and will be absent from class.				
Teacher Signature _____		Date _____		
If you require permission from more than one teacher you may copy this form and have them fill out the teacher portion and submit it with the rest of your application.				

★ All applications must be complete and submitted to the Elections Office no later than _____ to be considered. ★
Please note that submitting an application DOES NOT guarantee a position. If you are placed, you will receive a follow-up appointment letter via the email you provided on this application.

DEADLINE

RETURN VIA EMAIL, FAX, MAIL OR IN PERSON TO:

Placer County Elections Office
3715 Atherton Rd. Ste. 2, Rocklin CA 95765

Email:
Placer_Precincts@placer.ca.gov

Fax: (530) 886-5688