

# E-JUDGE TRAINING

APRIL 7, 2026

GENERAL MUNICIPAL ELECTION

ELECTION  
DAY INFO

ELECTIONEERS,  
CHALLENGERS,  
& WATCHERS

ACCEPTABLE  
ID'S &  
PROVISIONAL

BEING AN  
E-JUDGE

CLOSING

STATISTICS,  
STANDBYS, &  
PROTOCOL

Trainer: Carl Falco



*I pledge alligiance to the flag of the United States of America, and to the republic for which it stands, one nation under God, indivisible, with liberty and justice for all.*

- Please silence or turn off phones
- 1.5-2 hour training
- Any new people?
- Who has something fun or interesting to share?!

# Absentee Voting



**Mon-Fri 8:30 am - 5:00 pm**

**Sat. 8:30 am - 12:30 pm**



Independence Office

110 N Liberty St

Independence, MO 64050

Woods Chapel Community of Christ

500 NE Woods Chapel Rd

Lee's Summit, MO 64064

**Closed Saturday, April 4th  
& Monday, April 6th**

***The Election Board encourages those judges working the election to take advantage of Absentee Voting so their full attention on Election Day can be to assist voters.***

# What is this election?

- *"General Municipal"*
- *County-wide*
- *Mayors, councilmembers, aldermen, trustees*
- *City Questions*
- *School District Directors*
- *School District Questions*
- *Fire Protection Districts*
- *Water Supply District*



Turnout: Around 20%

# What to Wear

*Please, look professional!*

- Nice shirt
- Jeans or slacks
- JCEB apparel

**NO ELECTIONEERING ITEMS:  
ANYTHING REPRESENTING POLITICAL PARTIES,  
CANDIDATES, OR ISSUES ON THE BALLOT**

# What to Bring:

- Food
- Drinks
- Snacks
- Prescriptions
- Jacket
- Cushion to sit on
- Entertainment



# Election Day Timeline

**4:55 AM-** Arrive at the polling location you are assigned to

**5:00 AM-** Walking in & setting up equipment

BIPARTISAN TEAM!! 1 DEMOCRAT + 1 REPUBLICAN

**6:00 AM-** Polls OPEN

**7:00 PM-** Polls CLOSE

*(Everyone in line at 7:00 PM has the right to vote)*

# Deputy's 1st Round

E-Judges, wait at the door for Deputies to arrive

Deputies will be delivering important supplies in their 1st round

E-Judge Tablets are in the Black E-Judge Equipment Case

There are 2 tablets in each case. **MAKE SURE THE TABLETS ARE CORRECT!**

Other important supplies, like the blue folder will be in the Blue Bag



# Election Day Team

**Supervisory Judges-** Judges in charge of the poll. Bring TM, ballots, and other supplies to drop off location after closing the poll.

**Judges-** Hand out ballots and assist voters in the poll.

**E-judges-** Specifically trained on tablets to process voter check-in.

**Deputies-** Bipartisan team who make rounds during the day to check on the judges and their poll. They carry extra supplies if needed.

**Bipartisan Team-** When working on election day, the judges must accomplish several tasks as a bipartisan team. This means that the judges working together to assist the voters must have two judges- one from each of the major political parties when assisting.

# Judge Oath

Township: \_\_\_\_\_ Precinct: \_\_\_\_\_

## JACKSON COUNTY ELECTION BOARD

### ELECTION JUDGE OATH & PAYROLL SHEET

Each Judge **MUST print AND sign** their name on this payroll sheet & election judge oath. Enclose the sheet in the return payroll envelope and place inside the ballot carrier with the ballot cards.

I solemnly swear that I will impartially discharge the duties of judge according to law, to the best of my ability and that I will not disclose how any voter has voted, unless I am required to do so as a witness in a proper judicial proceeding. I also affirm that I will not allow any person to vote who is not entitled to vote and that I will make no statement nor give any information of any kind tending in any way to show the state of the count prior to the close of the polls on Election Day. I certify that my name or the name of a relative within the second degree, by consanguinity or affinity, is not on the ballot at this polling place. I further certify that I am not related to the members of the Jackson County Board of Election Commissioners: Michael K. Whitehead, Colleen M. Scott, Henry R. Carner, and Lyle K. Query within the fourth degree of consanguinity or affinity.

Sworn and subscribed to before me

this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

<b>(Republican) Poll Worker</b> Print Name _____ Signature _____	<b>(Democrat) Poll Worker</b> Print Name _____ Signature _____
<b>(Republican) Poll Worker</b> Print Name _____ Signature _____	<b>(Democrat) Poll Worker</b> Print Name _____ Signature _____
<b>(Republican) Poll Worker</b> Print Name _____ Signature _____	<b>(Democrat) Poll Worker</b> Print Name _____ Signature _____
<b>(Republican) Poll Worker</b> Print Name _____ Signature _____	<b>(Democrat) Poll Worker</b> Print Name _____ Signature _____
<b>(Republican) Poll Worker</b> Print Name _____ Signature _____	<b>(Democrat) Poll Worker</b> Print Name _____ Signature _____
<b>(Republican) Poll Worker</b> Print Name _____ Signature _____	<b>(Democrat) Poll Worker</b> Print Name _____ Signature _____

- Judge Oath will be at the top of the payroll form at the polling location
- Please read the oath before signing the payroll form
- Found in the Red Folder on Election Day
- Fill out your Township and Precinct in the top left corner

# IMMEDIATE FAMILY MEMBERS

C  
O  
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S  
A  
N  
G  
U  
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N  
I  
T  
Y

4<sup>th</sup> Degree      Great Great Grandparent  
Great Aunt/Uncle  
First Cousin  
Grand Nephew/Niece

3<sup>rd</sup> Degree      Great Grandparent  
Aunt/Uncle  
Niece/Nephew  
Great Grandchild

2<sup>nd</sup> Degree      Grandparent  
Brother/Sister  
Grandchild

1<sup>st</sup> Degree      Parent  
Child

YOU

1<sup>st</sup> Degree      Spouse

2<sup>nd</sup> Degree      Parent-in-Law  
Daughter/Son-in-Law

3<sup>rd</sup> Degree      Grandparent-in-Law  
Brother/Sister-in-Law  
Grandchild-in-Law

4<sup>th</sup> Degree      Great Grandparent-in-Law  
Aunt/Uncle-in-Law  
First Cousin-in-Law  
Niece/Nephew-in-Law  
Great Grandchild-in-Law

A  
F  
F  
I  
N  
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T  
Y

Note: Step relationships (step-brother, step-father, etc.) are considered to be the same as blood relationships.

# Different Types of Polls

## *Regular Poll*

- One set of judges
- One set of ballots

## *Split Poll*

- One set of judges
- Different ballots
- 60 Split Polls

## *Multiple Poll*

- Multiple sets of judges
- Different ballots
- Different 5 digit ballot ID #s
- 1 Multi Poll

**103 Polls**

**102 Buildings**

**2-Way Splits = 34**

**3-Way Splits = 12**

**4-Way Splits = 4**

**5-Way Splits = 4**

**6-Way Splits = 5**

**7-Way Splits = 1**

**Multiple Poll = Mason Elementary**

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# Challengers/Watchers

## CHALLENGERS

- Sit next to E-Judge and provide name of the voter (WHO is voting for whom are voting)
- Do not give out names of voters besides name of voter
- Do not tell the voter you have checked their name
- Do not show the voter's name on the screen
- If Challenger "Challenges" a voter, call JCEB

**NOT  
ALLOWED**

Person with credentials signed by the county chairman of the political party committee as well as authorized signatures of the Jackson County Election Board. Credentials will identify the township and precinct authorized for the challenge. A Supervisory Judge must complete the oath found at the bottom half of the signed oath must be filed in the "Completed

Registered voter within the jurisdiction of the Jackson County Election Board should check the challenger's identification against their list of voters. Only a person approved by JCEB.

Only one challenger per party is allowed in a poll. The challengers sit next to the E-Judge and provide the names of those who have voted. However, the challenger is not to show the voter's actual piece of identification with the

to vote, the Election Judge should contact the challenger for further instructions. All challengers must leave when the judges exit. They must remain inside the polling location until judges exit.

**CHALLENGERS- ONLY ALLOWED TO SIT NEXT TO E-JUDGE TABLE TO LISTEN FOR THE NAMES OF THE VOTERS WHEN THEY ARE CHECKED IN.**

Must have credentials signed by both directors of JCEB.

May be substituted throughout the

Challenges may only be made when the challenger believes the election laws of this state have been or will be violated and must report the violation to the judges or election authority.

- Prior to the close of the polls, challengers may list and give out the names of those who have voted.
- May remain in poll until last voter has voted.
- Must leave when the last voter leaves the poll.

**WATCHERS- ONLY ALLOWED TO SIT NEXT TO E-JUDGE TABLE TO OBSERVE THE POLLING LOCATION.**

- Must have credentials signed by both directors of JCEB.
- Watchers are to watch the counting of the votes and present any complaint of irregularity or law violation to the election judges or election authority.
- Watchers may NOT be substituted with another watcher on Election Day.
- Watchers may not report the name of any person who has or has not voted.
- Watchers are allowed to remain present until all ballots are packed and sealed, equipment taken down, and election materials are packed and returned to the designated collection place for a polling location.

Challenger/ Watcher

# Electioneering

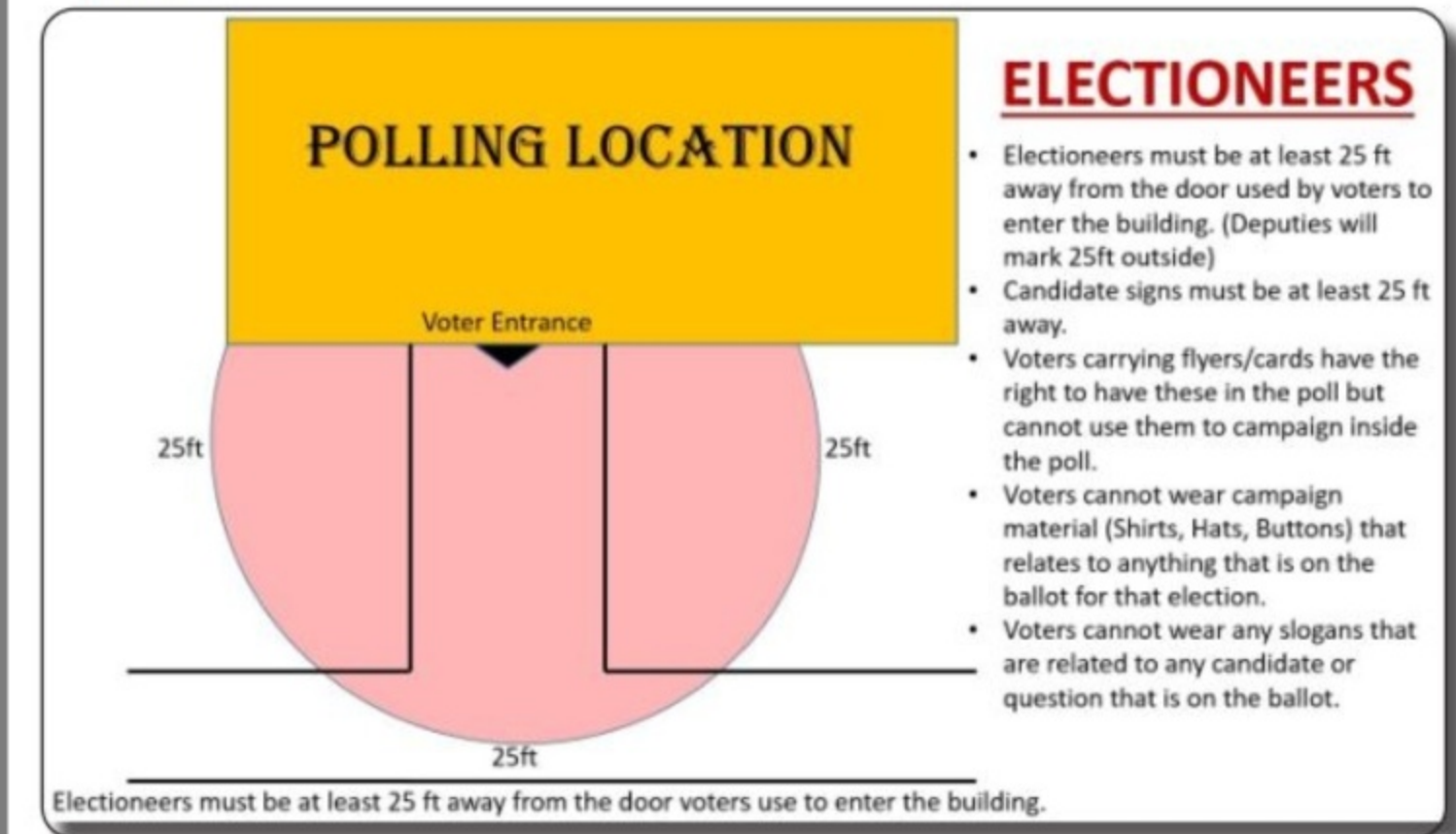
- 25 ft outside from the door voters enter
- Deputies will monitor this
- Flyers and Sample Ballots are allowed inside polling location as long as voter does not use it to Electioneer to other voters
- Call if you have any issues with Electioneers breaking rules

## ELECTIONEERING

Missouri State Law states that anyone passing out literature, talking to voters, or otherwise trying to influence voters must be at least 25 feet from the outside entrance to the poll. Election Judges should report any infractions to the Deputies or the Election Board staff.

### ELECTIONEERING BY VOTERS

- Voters carrying flyer's/cards have the right to have these in the poll but cannot use them to campaign inside the poll.
- Voters cannot wear campaign material (Shirts, Hats, Buttons) that relates to anything that is on the ballot for that election.
- Voters cannot wear any slogans that are related to any candidate or question that is on the ballot.



### ELECTIONEERING BY JUDGES

Judges who are working inside the polling locations may not be wearing any electioneering items that represents any political party, candidate, or issues on the ballot for any election. This includes Hats, shirts, buttons, etc. This includes TALKING ABOUT ANYTHING POLITICAL on Election Day. If you notice any political conversations between judges on Election Day, please call and report the problem to JCEB.

It is the Election Judges responsibility to allow each and every voter to come into the polling location, vote however they want and leave the location knowing that their vote was counted.

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# ID REQUIREMENTS

**Lime Green** ID Chart will be in the E-Judge Blue Folder on Election Day

Blue Folder can be found in the Blue Pouch the Deputies deliver on their 1st Round

## ACCEPTABLE FORMS OF PHOTO IDENTIFICATION FOR VOTING

<u>TYPES OF IDENTIFICATION</u>	<u>NOTES</u>	
NON-EXPIRED MISSOURI DRIVER'S LICENSE	CURRENT. OKAY TO USE IF ADDRESS IS INCORRECT.	VALID
NON-EXPIRED OR NON-EXPIRING MISSOURI NON-DRIVER'S LICENSE	CURRENT. OKAY TO USE IF ADDRESS IS INCORRECT.	VALID
NON-EXPIRED PHOTO ID ISSUED BY THE UNITED STATES OR THE STATE OF MISSOURI	EXAMPLE: PASSPORT, MISSOURI NATIONAL GUARD, UNITED STATES ARMED FORCES, INCLUDING THE SPACE FORCE OR THE UNITED STATES DEPARTMENT OF VETERAN AFFAIRS.	VALID
	IF ANY OF THE ABOVE IDS ISSUED BY THE UNITED STATES GOVERNMENT OR THE STATE OF MISSOURI ARE EXPIRED, THE DOCUMENT EXPIRED AFTER THE DAY OF THE MOST RECENT GENERAL ELECTION.	VALID

CALL JCEB WITH ANY QUESTIONS OR ISSUES 816-325-4600

Updated 10-20-22

**\*November 5, 2024\***

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<u>TYPES OF IDENTIFICATION</u>	<u>NOTES</u>	
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	<b>IF ANY OF THE ABOVE IDS ISSUED BY THE UNITED STATES GOVERNMENT OR THE STATE OF MISSOURI ARE EXPIRED, THE DOCUMENT EXPIRES AFTER THE DAY OF THE MOST RECENT GENERAL ELECTION.</b>	VALID

USA

# MISSOURI



## DRIVER LICENSE

SAMPLE



9 CLASS **F** 4b EXP **02/14/2026**

4d DL NO. **T123456789** 3 DOB **02/14/1979**

1 **SAMPLE**  
2 **SAMANTHA DRIVER**

8 123 SAMPLE ST  
JEFFERSON CITY, MO 65105

9a END **M**

12 RESTRICTIONS **A**

15 SEX **F** 17 WGT **125 lb**

16 HGT **5'-06"** 18 EYES **BRO**

4a ISS **01/05/2020**



*Samantha Driver Sample*

5 DD **101230320002**

**02/14/79**

**The address on the ID does not have to be accurate OR match the address on the tablet.**

**People move homes, but do not update their driver's license which is OK**

USA MISSOURI DRIVER LICENSE

9 CLASS **F** 4b EXP **02/14/2026**  
 4d DL NO. **T123456789** 3 DOB **02/14/1979**

1 **SAMPLE**  
 2 **SAMANTHA DRIVER**  
 8 123 **SAMPLE ST**  
**JEFFERSON CITY, MO 65105**

9a END **M**  
 12 RESTRICTIONS **A**

15 SEX **F** 17 WGT **125 lb**  
 16 HGT **5'-06"** 18 EYES **BRO**

4a ISS **01/05/2020**

5 DD **101230320002** **02/14/79**

**VETERAN**

*Samantha Driver Sample*

**DONOR**



USA MISSOURI NOT FOR REAL ID PURPOSES  
 NONGRIVER IDENTIFICATION CARD

Wayne Wallingford  
 Director of Revenue

9 CLASS **ND** 4b EXP **02/14/2026**  
 4d ID NO. **T123456789** 3 DOB **02/14/1979**

1 **SAMPLE**  
 2 **SAMANTHA NONDRIVER**  
 8 123 **SAMPLE ST**  
**JEFFERSON CITY, MO 65105**

9a END **NONE**  
 12 RESTRICTIONS **NONE**

15 SEX **F** 17 WGT **120 lb**  
 16 HGT **5'-04"** 18 EYES **BLU**

4a ISS **01/05/2020**

5 DD **101230320002** **02/14/79**

*Samantha Driver Sample*

**DONOR**




OK



Armed Forces of the United States

Department of the Air Force

**Air Force**

**Doe, John A.**

Pay Grade **GS-7**

Issue Date **2020JAN1**  
 Expiration Date **2022JAN1**

Identification Card



**ENERGY STATEMENT**  
www.pge.com/MyEnergy

Account No: 1234567890-1  
Statement Date: 09/07/2019  
Due Date: 09/28/2019

**Details of PG&E Electric Delivery Charges**  
08/02/2019 - 08/31/2019 (30 billing days)  
Service For: 12345 ENERGY CT  
Service Agreement ID: 111111111  
Rate Schedule: E1 X Residential Service

07/02/2019 - 07/31/2019		Your Tier Usage	1	2
Tier 1 Allowance	297.00 kWh	(30 days x 9.9 kWh/day)		
Tier 1 Usage	297.000000 kWh	@ \$0.22376	\$66.46	
Tier 2 Usage	83.000000 kWh	@ \$0.28159	23.37	
Generation Credit			-44.68	
Power Charge Indifference Adjustment			10.26	
Franchise Fee Surcharge			0.25	
<b>Total PG&amp;E Electric Delivery Charges</b>			<b>\$55.66</b>	

**Service Information**  
Meter #: 1111111111  
Current Meter Reading: 37,710  
Prior Meter Reading: 37,330  
Total Usage: 380.000000 kWh  
Baseline Territory: X  
Heat Source: B - Not Electric  
Serial: G  
Rotating Outage Block: 50

**Florida** The Sunshine State  
**DRIVER LICENSE CLASS E**  
**S514-172-80-844-0**

**JOE SAMPLE**  
921 GETAWAY LANE  
TALLAHASSEE, FL 32317  
DOB: 08-16-1960 SEX: M  
ISSUED: 02-01-2013 HGT: 5-08  
EXPIRES: 07-10-2021  
REST: BF  
ENDORSE: P  
REPLACED: 08-16-2003

ORGAN DONOR  
SAFE DRIVER  
Operation of a motor vehicle constitutes consent to any sobriety test required by law.

**NOT OK**



Jackson County Board of Election Commissioners  
P.O. Box 296, Independence, MO 64051

INDEPENDENCE MO

PRESORTED FIRST CLASS MAIL  
U.S. POSTAGE PAID  
INDEPENDENCE, MO  
Permit No. 161

Registration Date:  
03/25/2011

Kelley Joe Stevens  
815 NW Valley Woods Dr  
Grain Valley, MO 64029-9770

RETURN SERVICE REQUESTED

JACKSON COUNTY BOARD OF ELECTION COMMISSIONERS  
P.O. Box 296 • Independence, MO 64051 • 816-325-4600  
VOTER IDENTIFICATION CARD  
\*PLEASE KEEP THIS CARD\*

Stevens, Kelley  
815 NW VALLEY WOODS DR  
GRAIN VALLEY, MO 64029

TWP PCT CON SEN REP CO CITY  
SN 41A 5 8 32 5 3

ID No. 257533

VOTER NOTIFICATION CARD

JACKSON COUNTY BOARD OF ELECTION COMMISSIONERS  
Post Office Box 296  
Independence, Missouri 64051  
816-325-4600 • www.jcebmo.org

RETURN SERVICE REQUESTED

PRESORTED FIRST-CLASS MAIL  
U.S. POSTAGE PAID  
INDEPENDENCE, MO  
PERMIT NO. 161

**THIS IS YOUR POLL NOTIFICATION**

ELECTION: Special ID Number: 58768238  
DATE: 11/7/2023  
TOWNSHIP: PR  
PRECINCT: 07 A

**NOT A VALID ID**

YOUR VOTING LOCATION IS:  
SUMMIT LODGE #263-1  
2409 S STATE ROUTE 291  
LEE'S SUMMIT MO 64082

John Smith  
123 Maple St  
Lee's Summit, MO 64087

VOTE HERE: 6AM - 7PM

# Safe at Home Voters

- You have to look voter up differently on tablet
- Voter must show a valid photo ID

Address Confidentiality Program  
**safe at home**  
Missouri Secretary of State's Office

*Sally Example-Sample*  
**Sally Sue Example-Sample**  
123456  
PO Box 1409  
131 W High St, #1409  
Jefferson City, MO 65102

123456 → A1B2C3 02/02/2022  
Authorization Code Voter Code Expires

This card certifies that the bearer is a participant of the Safe at Home address confidentiality program pursuant to §589.660-589.683 and authorized to use the designated address with government agencies and the courts pursuant to §589.669.

Any use of the designated address must include the participant's authorization code and full address. If you have any questions regarding the valid use of this card, please contact Safe at Home:  
(866) 509-1409  
(573) 522-1525 (FAX)  
safeathome@sos.mo.gov  
For more information visit [www.MoSafeAtHome.com](http://www.MoSafeAtHome.com).

• voter must show a valid photo ID

Address Confidentiality Program

**safe at home**

Missouri Secretary of State's Office

*Sally Example-Sample*

**Sally Sue Example-Sample**

**123456**

**PO Box 1409**

**131 W High St, #1409**

**Jefferson City, MO 65102**



**123456**

Authorization Code

**A1B2C3**

Voter Code

**02/02/2022**

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(866) 509-1409

(573) 522-1525 (FAX)

safeathome@sos.mo.gov

For more information visit [www.MoSafeAtHome.com](http://www.MoSafeAtHome.com).

# NO PHOTO ID?

## **BLUE Provisional Voting-**

Offered every election for voters who are registered but do not have a valid ID.

Look up the voter in the tablet to see if they are registered.

### NO I.D. PROVISIONAL BALLOT INSTRUCTIONS (DO NOT OPEN PROVISIONAL BAG UNTIL YOU CONTACT THE JCEB OFFICE)

A provisional ballot is provided for the voter who does not possess any I.D. or does not meet the acceptable I.D.'s on your I.D. chart. The provisional voter is entitled to vote on the full ballot. The ballot must be enclosed in the **BLUE** provisional envelope and then given to the supervisory judges and sealed in orange provisional bag. A provisional ballot is only counted contingent upon verification of that voter's eligibility.

Please encourage the voter to retrieve a proper I.D. and return with it, but if the voter wants to vote, please follow instructions as outlined below **AFTER** contacting JCEB's provisional hotline. The **BLUE PROVISIONAL** envelope is only used if the voter has **NO I.D.** and **IS** registered to vote at your polling location.

The e-judge will be able to determine if the voter is eligible and at the correct polling location. If the voter is not in the correct polling location, please send the voter to their correct poll.

#### PREPARE THE PROVISIONAL BALLOT ENVELOPE - SUPERVISORY JUDGES' DUTIES

- 1) Retrieve the orange provisional bag from the blue supply box
- 2) Read blue I.D. provisional ballot statement to voter and give it and the 14 days after card to voter;
- 3) Complete all information on the BLUE provisional ballot envelope (print legibly) and have the voter sign the BLUE provisional ballot envelope;
- 4) Supervisory Judges' complete and sign the BLUE provisional envelope;
- 5) Add the voter's name and address to the supplemental book and check the provisional box;
- 6) Have the voter sign next to their name in the supplemental book;

#### ISSUE BALLOT, ALERT BALLOT BOX JUDGE THAT THE VOTER IS A PROVISIONAL VOTER AND THE VOTER MUST GIVE HIS/HER BALLOT TO THE SUPERVISORY JUDGES

#### VOTE THE BALLOT

- 1) Issue appropriate ballot, initial in "Judge Initials" boxes and mark a **"P" WITH RED INK** under the judge's initials on the front of the ballot;
- 2) Hand voter the ballot & the BLUE provisional ballot envelope and direct them to the voting booth;
- 3) When the voter has finished voting, have the voter place the ballot in the BLUE provisional ballot envelope;
- 4) Remove the BLUE provisional ballot envelope stub and give to the voter;
- 5) Secure BLUE provisional ballot envelope in the orange provisional bag and reseal with RED seal contained in orange provisional bag.

#### EVENING COUNT

- 1) IF orange provisional bag has a red seal, open and count the completed sealed provisional envelopes, return envelopes to provisional bag and then reseal bag - **DO NOT OPEN** Provisional Ballot envelopes;
- 2) Enter information regarding provisional ballots on separate line of Ballot Certification Form. If you have no provisional voters, enter "0" and return the Ballot Certification in the black clear zipper pouch.

If you cannot connect with the Election Board by phone, advise the voter that their best opportunity to have their ballot counted is to go to the Election Board. However, if they wish to cast a provisional ballot at the poll they have the right to do so. If they wish to vote at the poll follow the above outlined procedures.

# If Voter Comes Back with ID



- **Supervisors need to pull the Blue Provisional Envelope out of Provisional Bag**
- **Match the information on the ID with the information on the envelope**
- **E-Judge looks up voter and checks-in voter**
- **Have voter take ballot out of envelope and cast through PBC**
- **SPOIL Blue Provisional Envelope and place in White Ballot Box**

# Not Registered?

## PROVISIONAL BALLOT INSTRUCTIONS

(DO NOT OPEN PROVISIONAL BAG UNTIL YOU CONTACT THE JCEB OFFICE)

A provisional ballot is provided for the voter who cannot be found in the e-pollbook at the poll but does present a valid I.D. The provisional voter is entitled to vote on the full ballot but the ballot must be enclosed in the **YELLOW** provisional envelope and then given to the Supervisory Judges and sealed in orange provisional bag. A provisional ballot is only counted contingent upon verification of that voter's eligibility.

If the voter enters your poll and you are unable to find them in the e-pollbook or by text message, call the Election Board offices. The e-judge will be able to determine if the voter is in the correct polling location. If the voter is not in the correct polling location, please send the voter to their correct poll.

The Election Board will either find a registration, in which case they will give you further directions, or they will not find a registration. If they do not find a registration and the voter wants to vote, please follow instructions as

# NOT OFFERED THIS ELECTION

If you cannot connect with the Election Board by phone, advise the voter that their best opportunity to have their ballot counted is to go to the Election Board. However, if they wish to cast a provisional ballot at the poll they have the right to do so. If they wish to vote at the poll follow the above outlined procedures.

JUNE 10, 2019

# E-JUDGE TRAINING

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Trainer: Carl Falco

# ***Responsibilities***

- **Look-up Voters**
- **Confirm Address of Voter**
- **Change Address (if needed)**
- **Fill out Supplemental Book (if needed)**
- **Register New Voters**
- **Call JCEB for Provisional Voters**

# Logging on & Opening

**Follow your E-Judge Opening Checklist  
found in BLUE FOLDER**

## E-Judge Opening Checklist

### Turning on Tablet

- Plug power cord into tablet and power source
- Turn on tablet: Hold down power button (top left corner) until Apple symbol appears
- Touch blue check mark icon at bottom of the screen
- Press "START"
- Sign in with First and Last name, press "Continue"

### Checking Voters in

- Check Voter's ID with Valid ID Chart
- Look-Up Voters by scanning driver's license or using manual search
- Verify voters address is correct in tablet
- Follow info (i) boxes on tablet

### If Eligible to vote

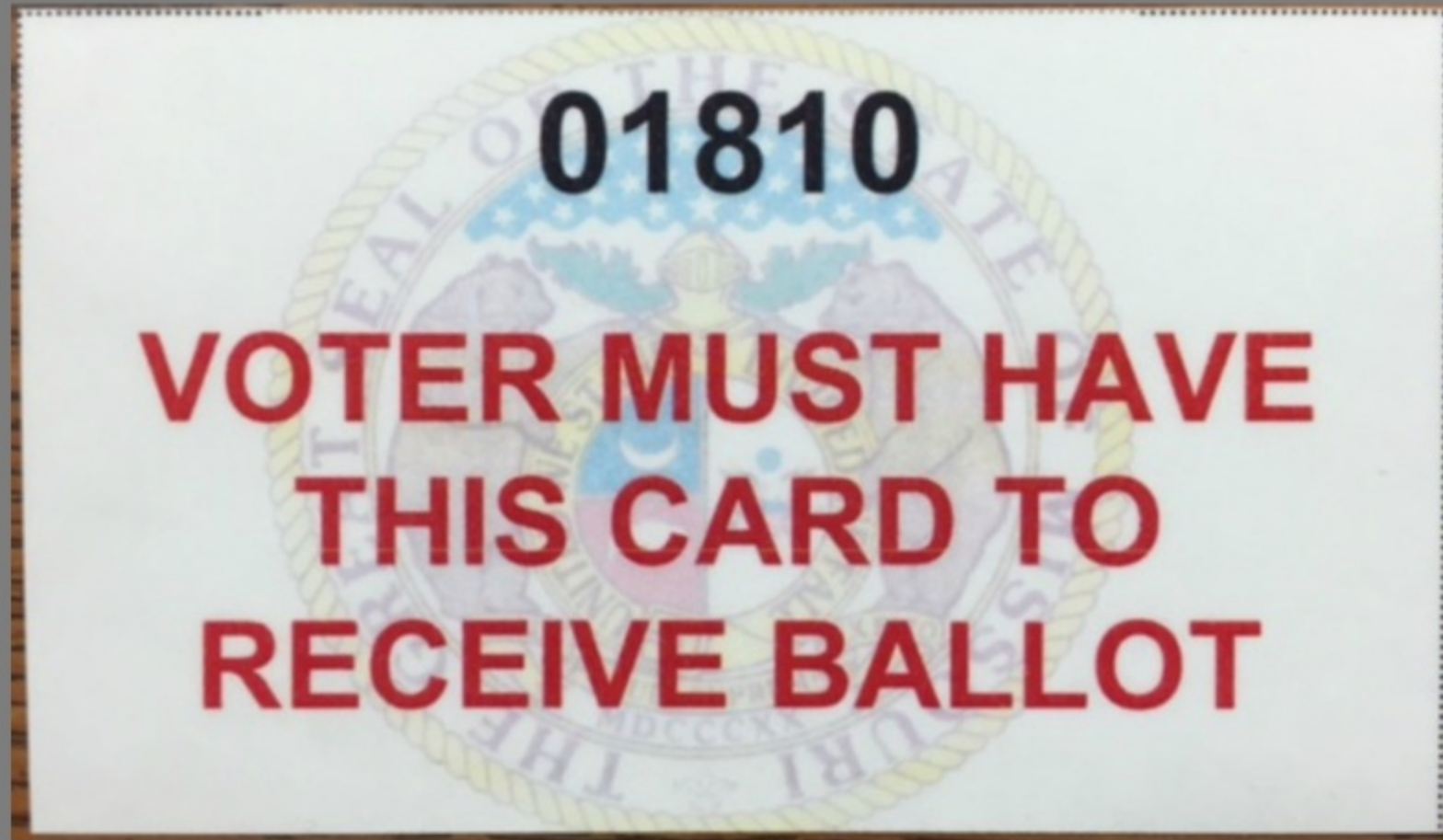
- Press "Get Signature"
- Have the voter sign their name and press "I Accept"
- Press "Issue Card"
- Give laminated card with 5 Digit Ballot ID to voter
- Press "Complete Check-In"
- Send voter to judge table
- Press "Process Next Voter"

# Checking Voters In



- **CHECK EXPIRATION DATE**
- Verify the name and address of voter
- Change address if needed
- **Issue Laminated Card with the correct 5 Digit Ballot ID (Ballot Style)**

# Laminated Card



This is the voter's ticket to vote!!

**Match 5 Digit Ballot ID # on Laminated Card with the Ballot Style on the tablet**

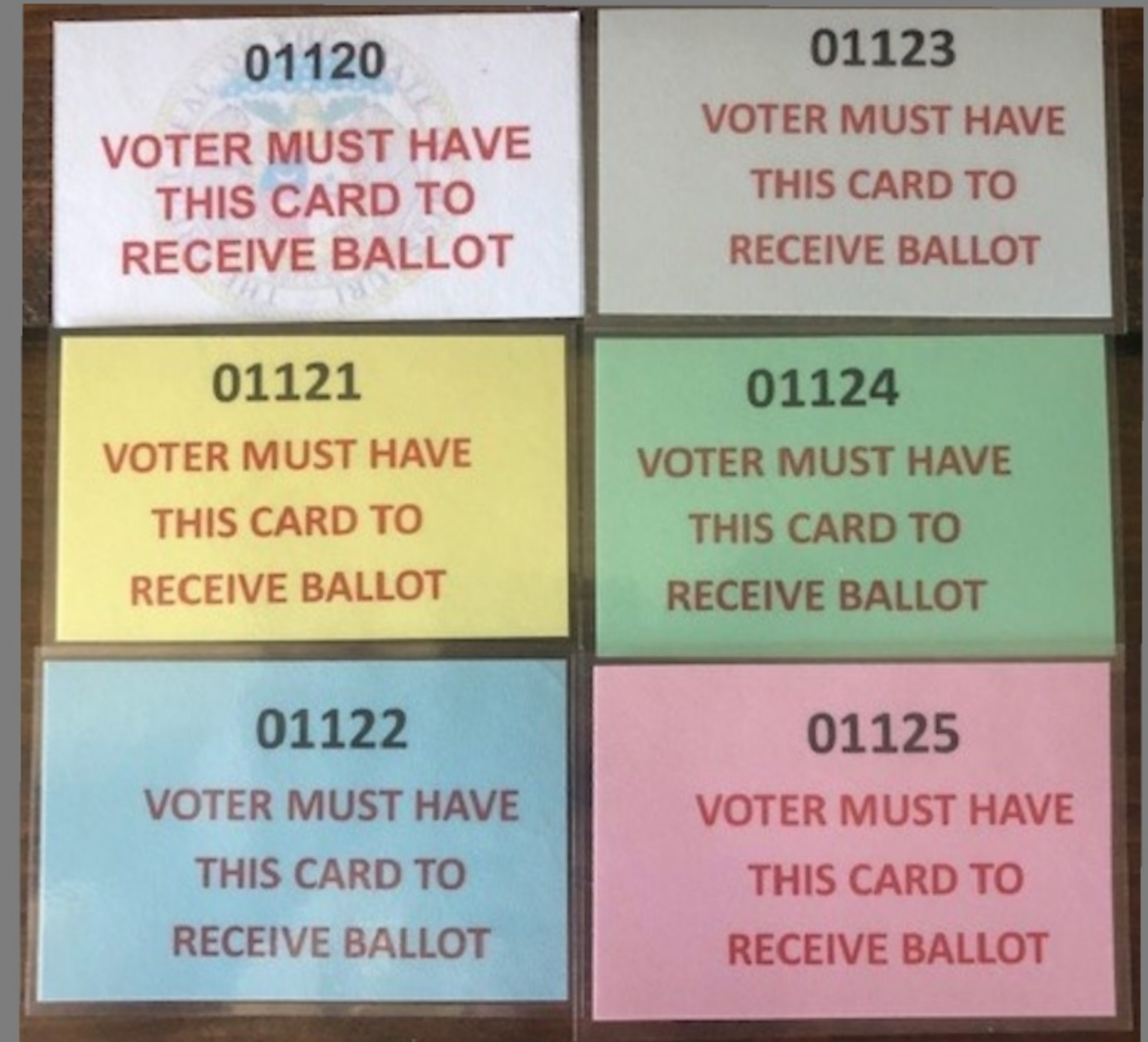
**Hand voter Laminated Card and Direct them to correct Judge table with corresponding 5 Digit Ballot ID #**

**Cards get cycled back to E-Judges from Judge Table**

*IT ALL STARTS WITH YOU THE E-JUDGE!*

There could be different Laminated Cards at your location

If you issue the wrong Laminated Card then the voter will receive the wrong ballot



Split polls, match 5-digit ballot ID # AND color!

OFFICIAL BALLOT

JACKSON COUNTY, MISSOURI  
GENERAL MUNICIPAL ELECTION  
APRIL 2, 2024

STYLE: 1

JUDGES INITIALS

B1 01, 02, 03, 09 - 0  
(00010)

---

OFFICIAL BALLOT

JACKSON COUNTY, MISSOURI  
GENERAL MUNICIPAL ELECTION  
APRIL 2, 2024

STYLE: 1

JUDGES INITIALS

B1 01, 02, 03, 09 - 0  
(00010)

---

OFFICIAL BALLOT

JACKSON COUNTY, MISSOURI  
GENERAL MUNICIPAL ELECTION  
APRIL 2, 2024

STYLE: 1

JUDGES INITIALS

B1 01, 02, 03, 09 - 0  
(00010)

---

OFFICIAL BALLOT

JACKSON COUNTY, MISSOURI  
GENERAL MUNICIPAL ELECTION  
APRIL 2, 2024

STYLE: 1

JUDGES INITIALS

B1 01, 02, 03, 09 - 0  
(00010)

---

OFFICIAL BALLOT

JACKSON COUNTY, MISSOURI  
GENERAL MUNICIPAL ELECTION  
APRIL 2, 2024

STYLE: 1

JUDGES INITIALS

B1 01, 02, 03, 09 - 0  
(00010)

**INSTRUCTIONS TO VOTERS**

Using blue or black ink, completely fill in the box next to the candidate or question response of your choice like this: ●  
Fill in the box completely. **DO NOT MARK OUTSIDE OF THE BOX. VOTE BOTH SIDES OF BALLOT, IF APPLICABLE.**

To cast a vote for a write-in, use blue or black ink to fill in the box corresponding to that office. Write in the candidate's name on the write-in line provided. **MUST BE A CERTIFIED WRITE-IN CANDIDATE FOR THE VOTE TO COUNT.**

JACKSON COUNTY, MISSOURI	INDEPENDENCE SCHOOL DISTRICT
<b>QUESTION #1</b>	<b>FOR DIRECTOR</b>
Shall the County of Jackson repeal its countywide capital improvements sales tax of three-eighths of one percent (3/8%) authorized by Section 67.700 of the Revised Statutes of Missouri and impose as a parks sales tax of three eighths of one percent (3/8%) authorized by Section 644.032 of the Revised Statutes	(Vote for THREE)
	<input type="radio"/> ERIC KNIPP
	<input type="radio"/> WENDY BAIRD
	<input type="radio"/> CARRIE DIXON
	<input type="radio"/> ZAC HARMON-MCLAUGHLIN
	<input type="radio"/> JASON VOLLMECKE
	<input type="radio"/> BRANDI PRUENTE
	<input type="radio"/> DENNIS GREEN
	<input type="radio"/> Write-in

**00015**  
VOTER MUST HAVE  
THIS CARD TO  
RECEIVE BALLOT

**00014**  
VOTER MUST HAVE  
THIS CARD TO  
RECEIVE BALLOT

**00013**  
VOTER MUST HAVE  
THIS CARD TO  
RECEIVE BALLOT

**00012**  
VOTER MUST HAVE  
THIS CARD TO  
RECEIVE BALLOT

**00011**  
VOTER MUST HAVE  
THIS CARD TO  
RECEIVE BALLOT

**ADA**

**Judges/Ballots**

**E-Judges**



**Enter/Exit**

**Voter's Table**

**PBC**



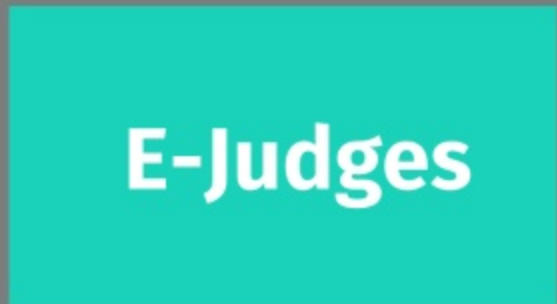
# Mason Elementary



All ballots go in the PBC



Voter's Table



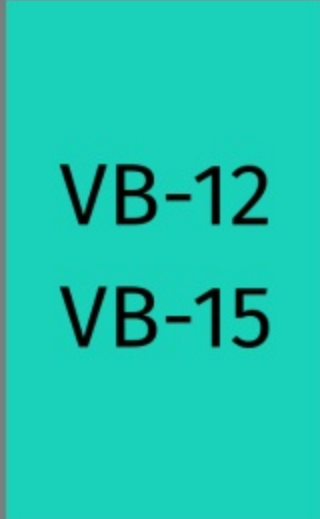
E-Judges

Judges/Ballots



PR-56  
PR-64  
VB-01

Judges/Ballots



VB-12  
VB-15



# Supplemental Book

E-Judges are responsible for filling out the Supplemental Book when changing voter's address

When a voter updates their address and can still vote at that specific polling location you will need to fill out the Supplemental Book

Please fill out EVERY line in Supplemental Book for the Voter and have the voter sign

**SUPPLEMENTAL BOOK**  
**AUGUST 4, 2020**  
**PRIMARY ELECTION**

01000  
SN 10, 12

VB 02A, 03A, 03B, 03D, 03E, 03G, 08A, 13A, 13B, 13C, 13D, 13E, 13F, 13G, 15A, 15B, 15D, 15E, 15F, 16G, 16A, 16B, 16C, 16D, 16E, 17A, 17B, 18A, 18B, 18C, 18D  
Supplemental Book  
Jackson County Board of Election Commissioners  
August 4, 2020 Primary Election

**WARNING: It is against the law for anyone to vote, or attempt to vote without having a lawful right to vote.**  
I hereby certify that I am qualified to vote at this election by signing my name and verifying my address by signing my initials next to my address.

**IMPORTANT: THIS INFO IS FOUND ON YOUR TABLET COMPLETELY AND LEGIBLY PRINT VOTER INFORMATION BELOW**

CHECK APPROPRIATE BOX

ADDRESS CHANGE <input type="checkbox"/>	VOTER ID NUMBER: _____	Voter Initials	Judges Initials
PROVISIONAL <input type="checkbox"/>	NAME: _____		
OTHER <input type="checkbox"/>	ADDRESS: _____		
	MAILING ADDRESS: _____ (If Different)	DOB: _____	
	SIGNATURE: _____	PHONE # _____	

ADDRESS CHANGE <input type="checkbox"/>	VOTER ID NUMBER: _____	Voter Initials	Judges Initials
PROVISIONAL <input type="checkbox"/>	NAME: _____		
OTHER <input type="checkbox"/>	ADDRESS: _____		
	MAILING ADDRESS: _____ (If Different)	DOB: _____	
	SIGNATURE: _____	PHONE # _____	

ADDRESS CHANGE <input type="checkbox"/>	VOTER ID NUMBER: _____	Voter Initials	Judges Initials
PROVISIONAL <input type="checkbox"/>	NAME: _____		
OTHER <input type="checkbox"/>	ADDRESS: _____		
	MAILING ADDRESS: _____ (If Different)	DOB: _____	
	SIGNATURE: _____	PHONE # _____	

ADDRESS CHANGE <input type="checkbox"/>	VOTER ID NUMBER: _____	Voter Initials	Judges Initials
PROVISIONAL <input type="checkbox"/>	NAME: _____		
OTHER <input type="checkbox"/>	ADDRESS: _____		
	MAILING ADDRESS: _____ (If Different)	DOB: _____	
	SIGNATURE: _____	PHONE # _____	

**Supplemental Book**  
**Jackson County Board of Election Commissioners**  
**August 4, 2020 Primary Election**

**WARNING: It is against the law for anyone to vote,  
or attempt to vote without having a lawful right to vote.**

I hereby certify that I am qualified to vote at this election by signing my name and verifying my address  
by signing my initials next to my address

**CHECK  
APPROPRIATE BOX**

***IMPORTANT: THIS INFO IS FOUND ON YOUR TABLET  
COMPLETELY AND LEGIBLY PRINT VOTER INFORMATION BELOW***

ADDRESS CHANGE	<input type="checkbox"/>
PROVISIONAL	<input type="checkbox"/>
OTHER	<input type="checkbox"/>
_____	
_____	

VOTER ID NUMBER: _____
NAME: _____
ADDRESS: _____
MAILING ADDRESS: _____ (IF DIFFERENT)
SIGNATURE: _____

<u>Voter Initials</u>	<u>Judges Initials</u>	

DOB: _____
PHONE # _____

ADDRESS CHANGE	<input type="checkbox"/>
PROVISIONAL	<input type="checkbox"/>
OTHER	<input type="checkbox"/>
_____	
_____	

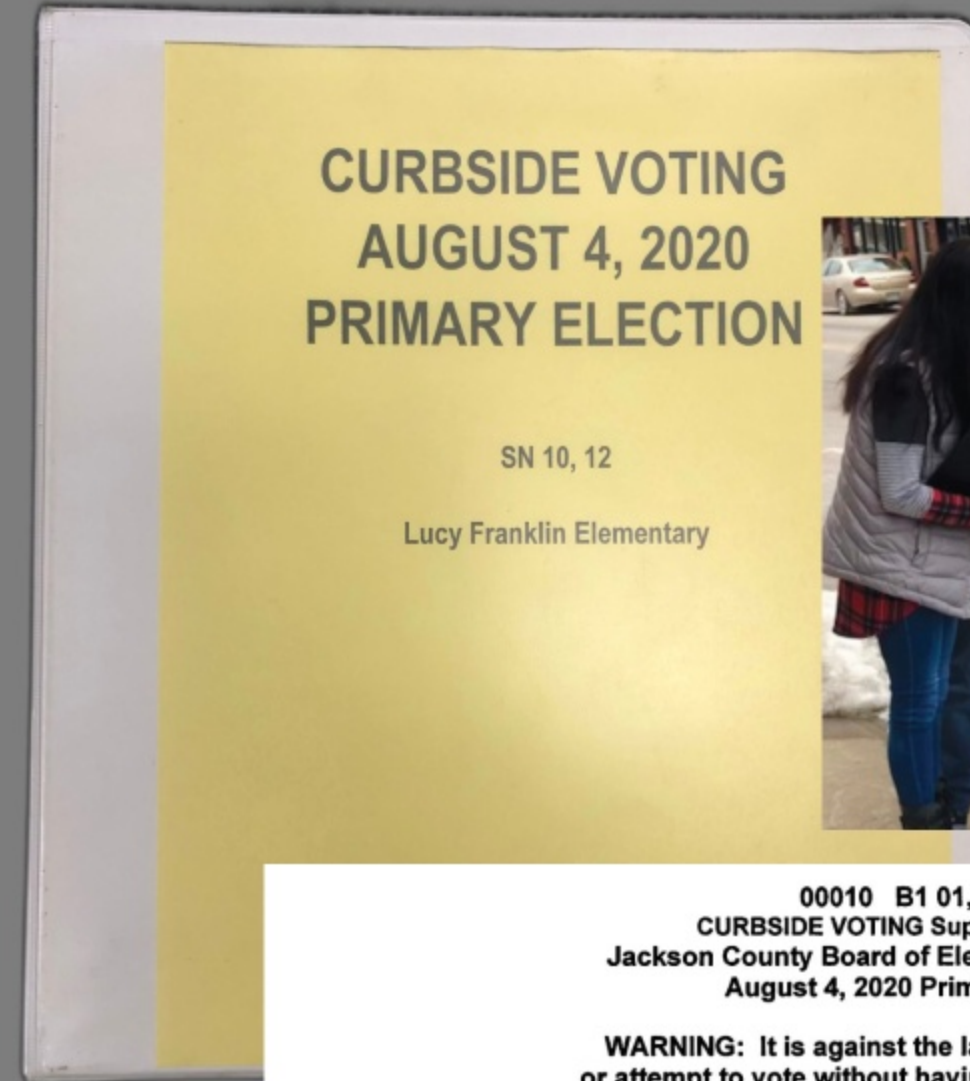
VOTER ID NUMBER: _____
NAME: _____
ADDRESS: _____
MAILING ADDRESS: _____ (IF DIFFERENT)
SIGNATURE: _____

<u>Voter Initials</u>	<u>Judges Initials</u>	

DOB: _____
PHONE # _____

# Curbside Voting

- Curbside Voting Judges will go outside to retrieve voter's ID
  - E-Judge Look-up Voter on Tablet
  - Change address if needed
  - On tablets signature line write "Curbside or C-V"
  - Curbside Voting Judges will have a Curbside ONLY Supplemental Book to get voter's signature
  - Give Judge correct Laminated Card to retrieve ballot from Correct Judge Table to take outside
- DON'T FORGET TO  
"COMPLETE CHECK-IN" ON TABLET**



00010 B1 01, 02, 04  
CURBSIDE VOTING Supplemental Book  
Jackson County Board of Election Commissioners  
August 4, 2020 Primary Election

**WARNING: It is against the law for anyone to vote, or attempt to vote without having a lawful right to vote.**  
I hereby certify that I am qualified to vote at this election by signing my name and verifying my address by signing my initials next to my address

CHECK APPROPRIATE BOX

<input type="checkbox"/>	CURBSIDE
--------------------------	----------

**LEGIBLY PRINT VOTER INFORMATION BELOW**

VOTER ID: _____	<u>Voter Initials</u>	<u>Judges Initials</u>
NAME: _____		
ADDRESS: _____		
MAILING ADDRESS: _____ (IF DIFFERENT)	DOB: _____	
SIGNATURE: _____	PHONE # _____	

<input type="checkbox"/>	CURBSIDE
--------------------------	----------

**LEGIBLY PRINT VOTER INFORMATION BELOW**

VOTER ID: _____	<u>Voter Initials</u>	<u>Judges Initials</u>
NAME: _____		
ADDRESS: _____		
MAILING ADDRESS: _____ (IF DIFFERENT)	DOB: _____	
SIGNATURE: _____	PHONE # _____	

# Voter's Oath of Assistance

**ONLY** filled out if a voter needs help *reading or marking* the ballot

Voters can only help 1 person

Judges as a bi-partisan team can assist however many voters need assistance

**VOTER'S OATH OF ASSISTANCE**  
In Voting Ballot  
According to MISSOURI STATE STATUTE 115.445

(Violation of this statute is a class one election offense and is deemed a felony connected with the exercise of the right of suffrage. Conviction for any of these offenses shall be punished by imprisonment of not more than five years or by fines of not less than two thousand five hundred dollars but not more than ten thousand dollars or both such imprisonment and fine.)  
If any voter declares under oath to the election judges that he or she cannot read or write, is blind or has any other physical disability and cannot vote his or her ballot, they may be assisted by the election judges or by any person of their own choice other than a judge. If the voter asks for the assistance of election judges, two judges of different political parties shall go to the voting booth and cast his or her vote as the voter directs. If the voter asks for the assistance of someone other than election judges, the assistant shall go to the voting booth with the voter and cast his or her vote as the voter directs. No person, other than election judges and members of such voter's immediate families, shall assist more than one voter at one election.

I, \_\_\_\_\_ do solemnly swear (or affirm) that I need assistance to mark my ballot for the following checked reason.

I cannot read or/and write  
 I am blind  
 I have a physical disability that prevents me from marking my ballot.

Signature of Voter (or mark) \_\_\_\_\_

Address of Voter \_\_\_\_\_

Number	Street	City	Zip
--------	--------	------	-----

**ASSISTANCE BY ELECTION JUDGES**

Election Judges complete this section only if they personally assist the voter.

Democratic Judge Signature \_\_\_\_\_ Republican Judge Signature \_\_\_\_\_

**ASSISTANCE BY PERSON DESIGNATED BY VOTER**

I, \_\_\_\_\_, declare under penalty of perjury that (1) I am related to the person(s) I am assisting and the relationship is thus \_\_\_\_\_; or (2) I am not related to this person and I am assisting only this one unrelated person in voting in this election.

Witness: \_\_\_\_\_ (Signature)  
\_\_\_\_\_ (Address)

Democratic Judge Signature \_\_\_\_\_ Republican Judge Signature \_\_\_\_\_

COMPLETE ONE SECTION

COMPLETE ONE SECTION

PBC



ADA



1. Press "Manual Entry"
2. Enter Election Day password: A B C 1 2 3
3. Enter 5-Digit Ballot ID # (Enter)

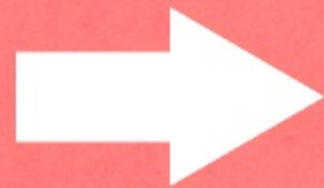


Found in **RED** & **BLUE** Folders

# CELL PHONES

APRIL 7, 2026  
ELECTION DAY PHONE NUMBERS

PBC OR ADA **HELP (ONLY)**  
(816-325-4632)



**E-POLL BOOK HELP**  
(816-325-4690)

ALL OTHER PROBLEMS CALL  
(816-325-4690)

## JCEB Cell Phones

- For JCEB election purposes only.
- Do not click on any updates.
- Ignore any pop ups that are not texts from JCEB or phone calls from JCEB.
- Do not download anything to phone.
- Do not connect to wifi.
- Turn the phone on first thing in the morning and power off at the end of the night.



← Volume Buttons

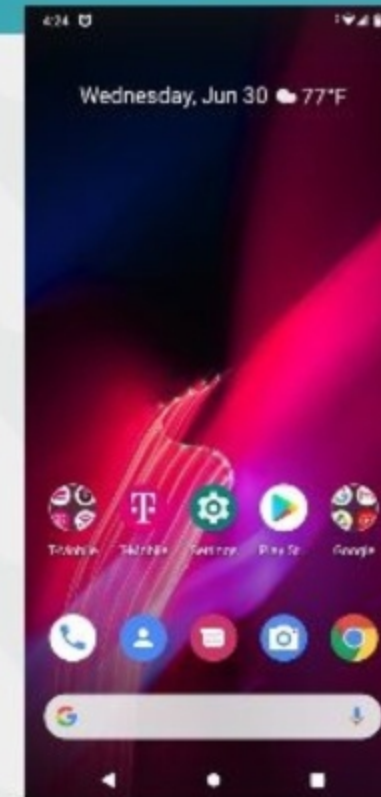
← Power ON/OFF Button

Remember you can always use your own personal cell phone to call JCEB when you need assistance.

### Sign Into Network

If you do not sign into the network quickly enough you may need to restart phone to get the sign in option to reappear.

1. Touch Sign in to network text box.
2. Touch menu icon (3 dots).
3. Touch Use this network as is.



### Making Phone Calls and Receiving Texts

Call JCEB- phone icon

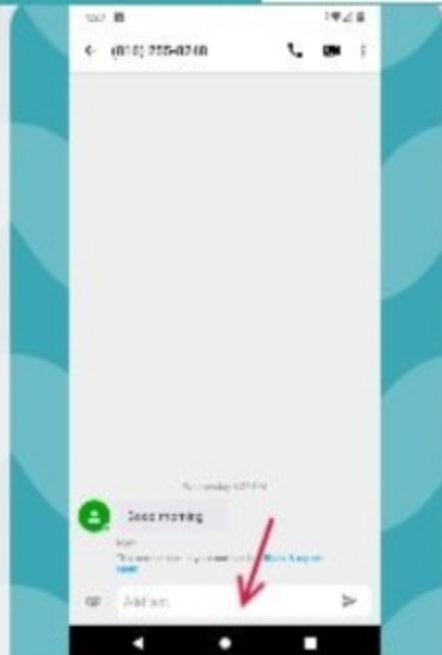


To dial JCEB touch pink circle.

After the phone icon



View Text- text icon



The white circle will return you to the home screen.

# E-JUDGE TRAINING

APRIL 7, 2026

GENERAL MUNICIPAL ELECTION

ELECTION  
DAY INFO

ELECTIONEERS,  
CHALLENGERS,  
& WATCHERS

ACCEPTABLE  
ID'S &  
PROVISIONAL

BEING AN  
E-JUDGE

CLOSING

STATISTICS,  
STANDBYS, &  
PROTOCOL

Trainer: Carl Falco

**CLOSED**

**Polls Close at 7:00 PM**

Or after the last voter has voted

*You cannot leave until the entire team  
leaves the polling location together*

# CLOSING

## Follow your Closing and Logging Off Checklist

### CLOSING AND LOGGING OFF

#### AFTER THE LAST VOTER HAS CHECKED-IN

*After Closing the Election, you WILL NOT be able to check-in anymore voters.*

- Tap the button with 3 lines (Top right corner of screen)
- Press "Logout and Exit"
- Press the Yellow "Close the Election"
- On the "Warning" screen press "Yes"
- Press "This Location" (the button is near the top right)
- When "This Location" is selected it will be highlighted green
- Give the "Grand Total" to the Judges
- The Judges will fill out the Ballot Certification with the total number of Check-Ins at this polling location

#### Once number of Check-In is given to the Judges

- Close the Application by pressing the circle button on right side of tablet
- Hold down the power button on top left corner of tablet
- When prompted slide the power button to turn off the tablet
- Close tablet and pack back up into E-Judge Black Equipment Case  
*Please pack equipment as instructed inside the case*

**E-Judge  
Names:**

Henry Brown & Michael Rice

# E-Judge Equipment Receipt

April 7, 2026

- Tablets (2 per case)
- Chargers (2 charger boxes and 2 charger cords)
- Stylus (4 per case)
- Microfiber cloth and clear supply pouch

**E-Judge:  
KEEP**



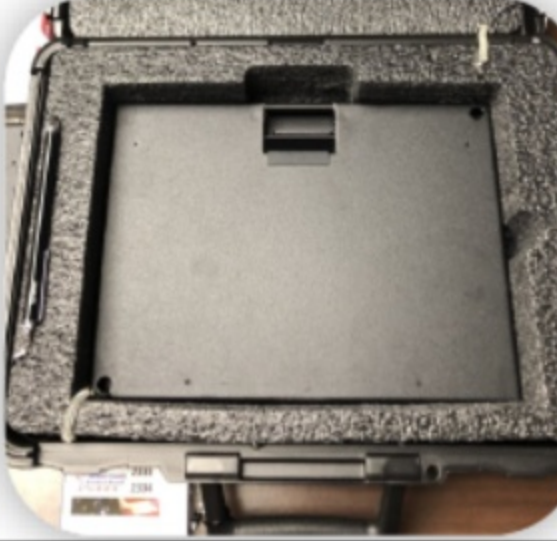

Republican Supervisor Sign: John Smith

Democrat Supervisor Sign: Susan Jones

BR-07

**TWP/PRCT:**

To **UNPACK** please follow Steps 1 through 6 and check equipment.  
Call the E-Poll Book Help Line if you are missing any items from your carrying case.

 <p><b>1</b> E-Poll Book Tablet Carrying Case</p>	 <p><b>2</b> E-Judge Supplies 2 Red Pens Registration Forms Scratch Pads</p>	 <p><b>3</b> 1st E-Poll Book Tablet 2 Stylus Pens</p>
 <p><b>4</b> 2nd E-Poll Book Tablet 2 Stylus Pens</p>	 <p><b>5</b> Microfiber Cleaning Cloth</p>	 <p><b>6</b> Chargers 2 Boxes 2 Cords</p>

At the end of the day, please **PACK** up equipment as shown following Steps 6 through 1.

**THANK YOU & HAVE A GOOD ELECTION DAY!**

# E-JUDGE TRAINING

APRIL 7, 2026

GENERAL MUNICIPAL ELECTION

ELECTION  
DAY INFO

ELECTIONEERS,  
CHALLENGERS,  
& WATCHERS

ACCEPTABLE  
ID'S &  
PROVISIONAL

BEING AN  
E-JUDGE

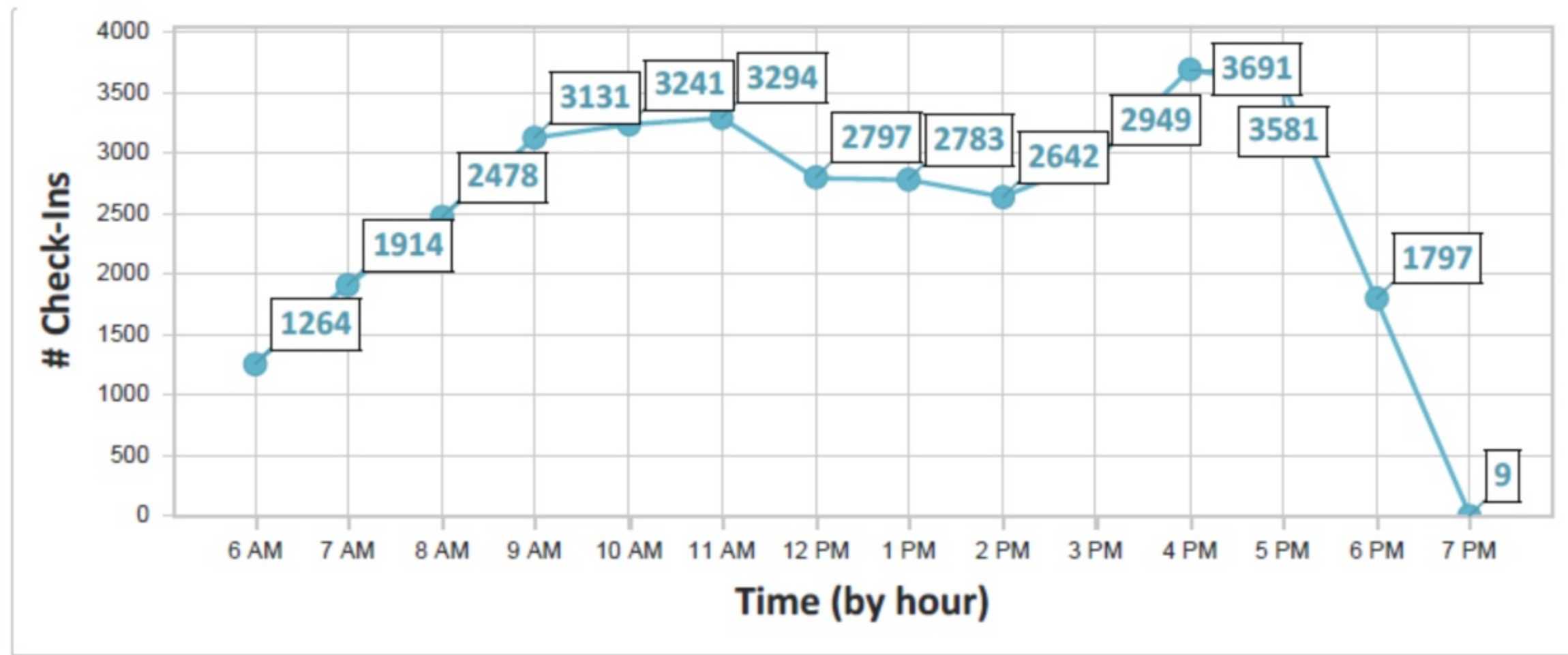
CLOSING

STATISTICS,  
STANDBYS, &  
PROTOCOL

Trainer: Carl Falco

# Stats from Nov. 4, 2025

## Check-Ins by Hour



35,571 Check-Ins

15% Turnout

## Fastest Operators

Name	Work Location	Avg. Check-In Time	Total Check-Ins
KIM KRAWCZYK	CHAPEL LAKES ELEMENTARY	0:21	70
KIM KRAWCXYK	CHAPEL LAKES ELEMENTARY	0:22	105
AMARYSTA NANCE	SUMMIT LODGE #263	0:23	180
LISA KLANKE	WINTERSET PARK COMMUNITY CENTER	0:25	108
GARY SNOWDEN	THE FELLOWSHIP GREENWOOD EVENTS CE	0:26	87

# Standbys

- You are on **STANDBY**
- Be up and ready by 5:00am (food packed, clothes picked out)
- 5am-7pm
- Be home or around the area in which you live
- You will be paid the full amount if sent out
- If you are **NOT** called out, you will receive \$125
- If we **CANNOT** get ahold of you, you will **NOT** be paid!!!!
- Phone call will come from 816-325-4600



# Urgent Situations:



**If the situation is urgent enough and you feel threatened, please call 911.**

**This includes:**

- Fires**
- Suspicious People**
- Health Emergencies**

**If you must evacuate, please grab important things like ballots, tablets, and equipment, stand outside together.**



**If you call 911, please let JCEB know immediately after.**

**If any type of injury occurs on Election Day, please let JCEB know, or report it to the Deputies.**

# GET ALONG

GO TEAM

BE:

- POLITE
  - COURTEOUS
  - HELPFUL
- 
- *Get along with your fellow Judges*
  - *Show new Judges the ropes*



**DO NOT TALK ABOUT ANYTHING POLITICAL ON ELECTION DAY**

# E-Judge Clerks



**Democrats**

**Patty Stacy**

**[pbinkleystacy@jcebmo.org](mailto:pbinkleystacy@jcebmo.org)**



**Republicans**

**Ashleigh Reiley**

**[areiley@jcebmo.org](mailto:areiley@jcebmo.org)**

*Cancellations go to them*

# Reminders:



- EVERYONE gets paid for working!
- Please give us two weeks from Election Day to mail paychecks before calling
- Next election is August 4th

**THE JACKSON COUNTY ELECTION BOARD THANKS YOU  
FOR WORKING!!**

THANK  
YOU





Carl's email: [cfalco@jcebmo.org](mailto:cfalco@jcebmo.org)

**WHO HAS QUESTIONS?**

# E-JUDGE TRAINING

APRIL 7, 2026

GENERAL MUNICIPAL ELECTION

ELECTION  
DAY INFO

ELECTIONEERS,  
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ACCEPTABLE  
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Trainer: Carl Falco

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Missed something? Want to explore further?  
Scan or click below to open this presentation.  
Anytime, anywhere.

[View presentation](#)

