

JUDGE TRAINING

for April 8, 2025

Municipal Election

Basics

Type of
Polls

Setup

Judge Table,
PBC & ADA

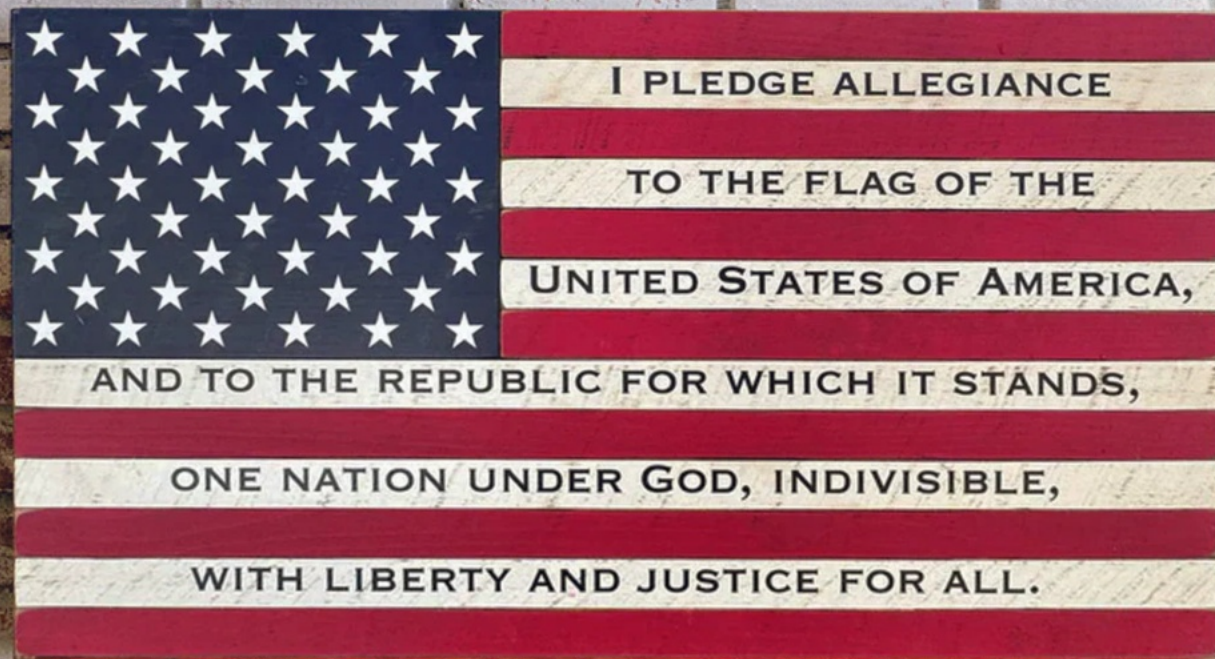
Electioneers,
Challengers,
& Watchers

Provisional,
Curbside,
& Closing

Trainer: Carl Falco
cfalco@jcebmo.org



- Please silence or turn off phones
- Ballots in hand?
- 1.5 hour training
- We will cover questions at the end
- Welcome new people!
- Who has something fun or interesting to share?!



I PLEDGE ALLEGIANCE

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.

**Thank you for working
the November 5th
Presidential Election!**

**THANK
YOU!**

Everyone did a FANTASTIC job!

Thank you to all those who worked last year's elections!



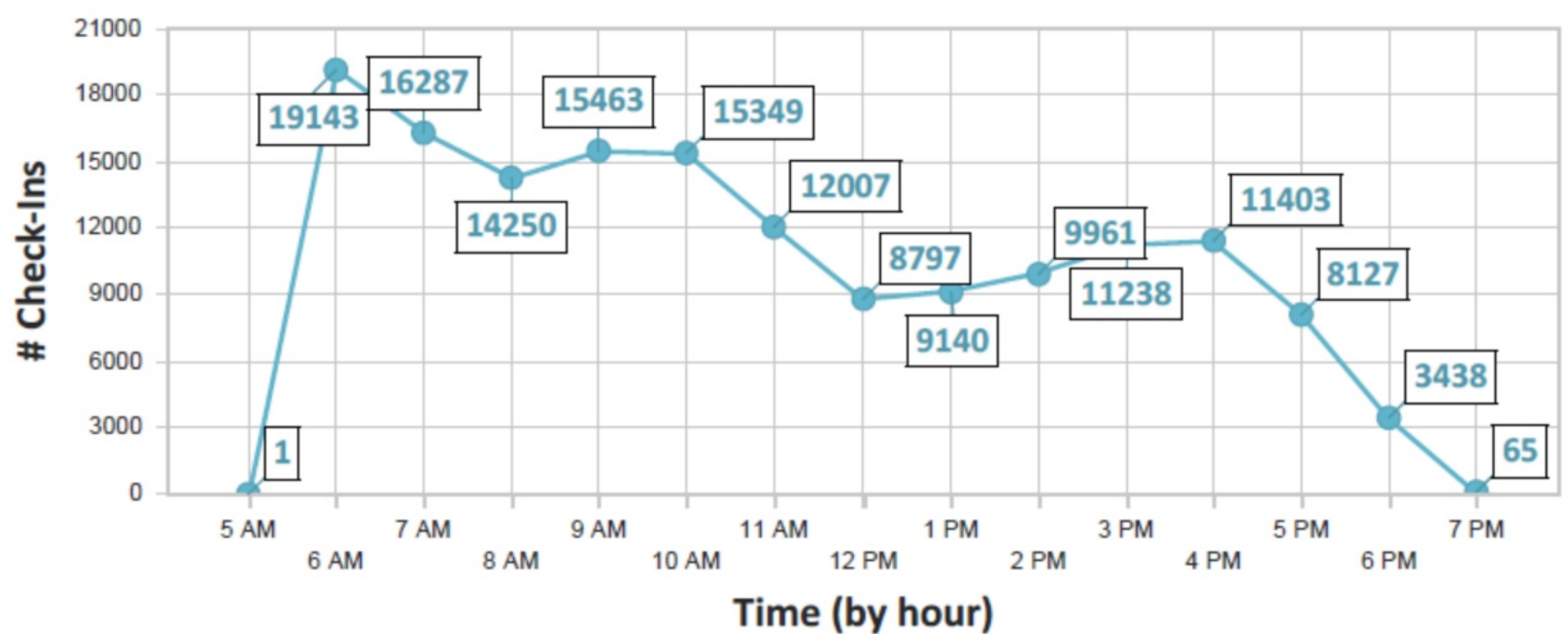
Stats from Nov. 5, 2025



154,676 Check-Ins

77.7% Turnout

Check-Ins by Hour



Previous Presidential Elections:

2024: 77.7%

2020: 80.7%

2016: 76.2%

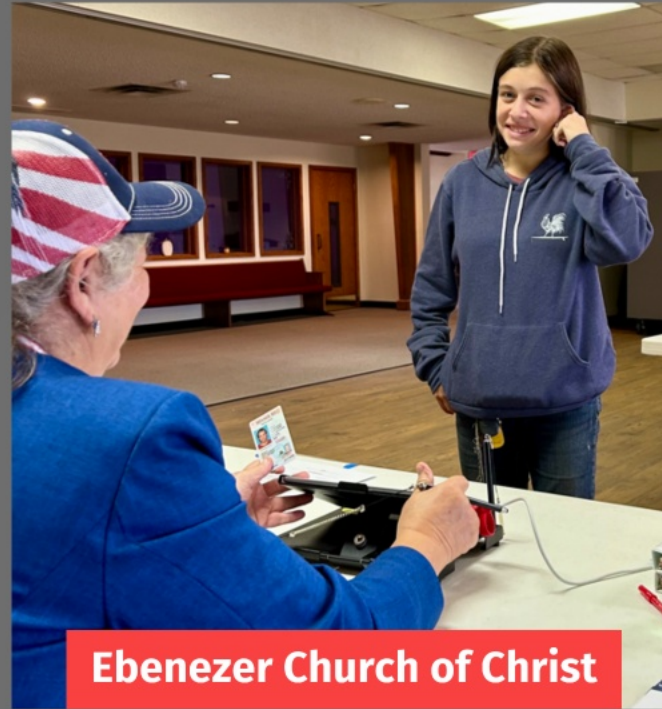
2012: 79.7%

2008: 80.4%





New Hope Baptist Church



Ebenezer Church of Christ



68 year-old first time voter

Laurel Hills Elementary



Blue Springs High School



Truman High School



Prairie View Elementary

Absentee Voting

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.



Absentee Voting Hours

Monday-Friday 8:30 am - 5:00 pm
Saturday, April 5th 8:30 am - 12:30 pm

JCEB Main Office
215 N. Liberty St
Independence, MO 64050

What is this election?

- *General Municipal Election*
- School Board Directors
- School District Questions
- Mayor
- City Council, Alderman & Trustees
- Municipal Judge & City Collector
- Sni Valley & Southern Jackson County Fire District
- City of Blue Springs, Independence, and Sugar Creek
- 15-20% Turnout Expected



What to Bring:

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



What to Wear.

- **Look Professional**
- **Jeans/Slacks**
- **Nice shirt/Polo**
- **JCEB Apparel**

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



Shirts are for sale at main office

(Not required to work)



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)

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 _____, _____

(Republican) Poll Worker Print Name _____ Signature _____	(Democrat) Poll Worker Print Name _____ Signature _____
(Republican) Poll Worker Print Name _____ Signature _____	(Democrat) Poll Worker Print Name _____ Signature _____
(Republican) Poll Worker Print Name _____ Signature _____	(Democrat) Poll Worker Print Name _____ Signature _____
(Republican) Poll Worker Print Name _____ Signature _____	(Democrat) Poll Worker Print Name _____ Signature _____
(Republican) Poll Worker Print Name _____ Signature _____	(Democrat) Poll Worker Print Name _____ Signature _____
(Republican) Poll Worker Print Name _____ Signature _____	(Democrat) Poll Worker 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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4th Degree Great Great Grandparent
Great Aunt/Uncle
First Cousin
Grand Nephew/Niece

3rd Degree Great Grandparent
Aunt/Uncle
Niece/Nephew
Great Grandchild

2nd Degree Grandparent
Brother/Sister
Grandchild

1st Degree Parent
Child

YOU

1st Degree Spouse

2nd Degree Parent-in-Law
Daughter/Son-in-Law

3rd Degree Grandparent-in-Law
Brother/Sister-in-Law
Grandchild-in-Law

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

A
F
F
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Y

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

EQUIPMENT SECURITY CAGE



Equipment Security Cage



Step 1

Enter Code that was sent to Supervisor Judges

Take out key and slide silver rectangle left to unlatch top of lock box.

Step 2



Step 3

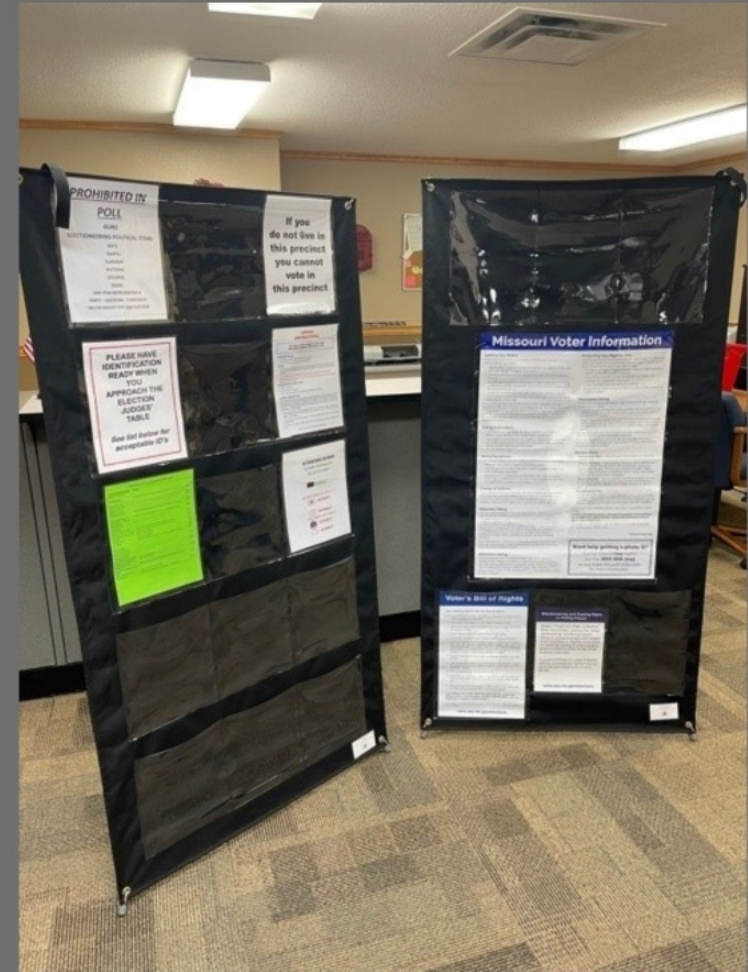
Use the key to unlock the padlock.

Lock key back inside lock box to use at the end of the day

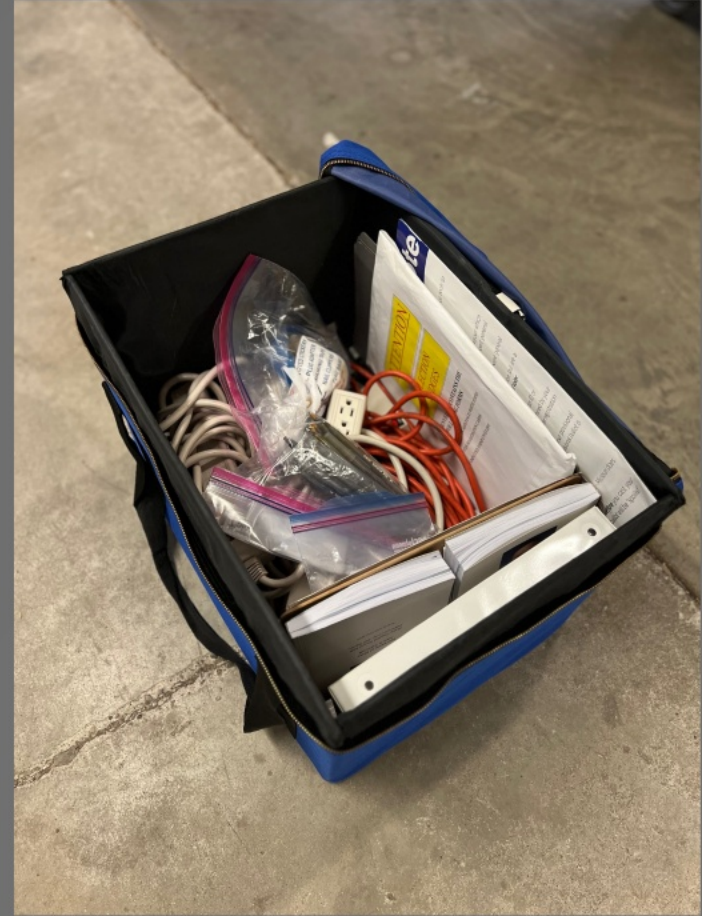
SIGN DISPLAY

You will need to post **SAMPLE BALLOTS** in empty sleeves

Remove **SAMPLE BALLOTS ONLY** at the end of the day.




Blue Supply Box



Sample Ballots

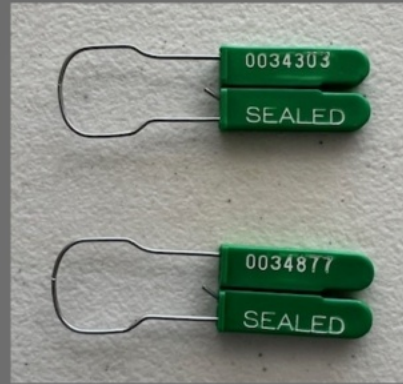
- Found in **RED** Folder
- Color = **PINK**
- Place in sign board at eye-level
- Remove at the end of the day

OFFICIAL BALLOT		STYLE: 29
JACKSON COUNTY, MISSOURI		
GENERAL MUNICIPAL ELECTION		
APRIL 8, 2025		
<div>JUDGES INITIALS</div> <p>0</p> <p>INSTRUCTIONS TO VOTERS</p> <p>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.</p> <p>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.</p>		
CITY OF BLUE SPRINGS, MISSOURI	CHARTER QUESTION NO. 2	CHARTER QUESTION NO. 3
COUNCILMEMBER - DISTRICT 3	Shall the Charter of Blue Springs Sections 9.2, 9.3, and 9.5 be amended to: 1) clarify that only registered, qualified voters of the City may commence initiative, referendum, or recall proceedings; 2) provide that a Petitioners' Committee shall select a Chairperson for the Committee; 3) provide that a petition shall be signed in ink only, rather than indelible pencil, and shall include the printed name of the person signing the petition; and 4) provide that documents related to a pending petition may be mailed by certified mail, return receipt requested, rather than registered mail, and that documents related to a pending petition may be picked up in person at City Hall with written acknowledgement of the receipt of the documents?	Shall the Charter of Blue Springs Section 9.2 be amended to provide that: 1) persons who have been convicted of, found guilty of, or pled guilty to an offense involving forgery under the laws of Missouri of an offense under the laws of any other jurisdiction if that offense would have been considered forgery under the laws of Missouri shall not qualify as petition circulators; and 2) after the initial Petitioners' Committee is formed, additional registered, qualified voters of the City may join the Petitioners' Committee by submitting a notarized Affidavit, which shall be signed by the Petitioners' Committee Chair and the additional Petitioners' Committee member, and shall include the additional member's name and address; and that the Affidavit shall be received by the City Clerk's Office prior to the additional member obtaining signatures on a petition?
(Vote for ONE) <input type="radio"/> JEREMY ROWAN <input type="radio"/> SUSAN CULPEPPER <input type="radio"/> Write-in	<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
CHARTER QUESTION NO. 1		
Shall the Charter of Blue Springs Sections 3.3, 3.10, and 4.2 be amended to provide that: 1) Councilmembers shall reside in their districts during their terms; 2) when a City Councilmember seat is vacant, the Mayor shall appoint, and the City Council shall approve, a replacement at or before the second regularly scheduled meeting of the City Council after the vacancy occurs, rather than the next meeting of the City Council after the vacancy occurs; 3) when a City Councilmember is appointed to fill a vacancy, such appointment shall last until the term expires, rather than until the next regular municipal election for which the filing period has not closed; and 4) the Mayor shall reside within the City during their term?		
<input type="radio"/> YES <input type="radio"/> NO		

Seal Check



- Form will be in the Header Ballot Envelope
- Write down the seal numbers
- Place broken seals in your Blue Supply Box or clear zip lock
- Use pliers if having trouble



ADA



PBC



JCEB Security

Seal Check

Please write down the numbers on each of the following security seals.

Once completed please place in Completed Forms Envelope.

PBC Case (Split Seal)	# _____
ADA Case (Split Seal)	# _____
Equipment Cage (Tape Seals) 2 Seal Numbers	# _____ # _____

Republican Supervisor Signature

Democrat Supervisor Signature

Township-Precinct

JUDGE TRAINING

for April 8, 2025

Municipal Election

Basics

Type of
Polls

Setup

Judge Table,
PBC & ADA

Electioneers,
Challengers,
& Watchers

Provisional,
Curbside,
& Closing

Trainer: Carl Falco
cfalco@jcebmo.org

Different Types of Polls

ALWAYS CALL IF YOU ARE CONFUSED WHEN SETTING UP.

Regular Poll

- One set of judges
- One set of ballots

Split Poll

- One set of judges
- Different ballots
- Different 5 digit ballot ID #s
- 41 Split Polls

Multiple Poll

- Multiple sets of judges
- Different ballots
- Different 5 digit ballot ID #s
- 2 Multiple Polls

99 Buildings

Regular Poll

- One set of judges
- One set of ballots

Poll

udges

ballots

ngs

Split Poll

- One set of judges
- Different ballots
- Different 5 digit ballot ID #s
- 41 Split Polls

Multi

- Multiple judges
- Different
- Different ballot ID
- 2 Multi

lit Poll

t of judges

nt ballots

nt 5 digit

ID #s

t Polls

Multiple Poll

- Multiple sets of judges
- Different ballots
- Different 5 digit ballot ID #s
- 2 Multiple Polls

Multiple Poll Buildings

- Mason Elementary
- Blue Springs North Library



**Double check 5 digit ballot ID number
and keep laminated cards seperated!**

Poll Layout

ADA

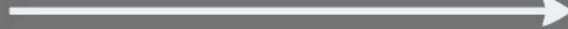
E-Judges

Judges/Ballots

Voter's Table

PBC

Enter/Exit



Ballot Check-In

CHECKING IN

- Unpack ALL ballots
- Check in your ballots by counting and placing a check mark in the box next to the number of ballots issued
- Add number of ballots together and place number in "Total Ballots Received"
- Initial on correct party after ballots have been checked in

BOTTOM HALF FILLED OUT AFTER POLLS CLOSE


- Lines A-G need to be filled out before signing the bottom portion of Certification
- Write down Grey Ballot Carrier seal number(s) on left side

Ballot Certification			
Jackson County Board of Election Commissioners Independence, Missouri			
We hereby certify at the <u>GENERAL MUNICIPAL ELECTION</u> held in Jackson County, Missouri on <u>APRIL 8, 2025</u> in <u>PR 33.34</u> Township and Precinct(s) that the information on this sheet is correct. We further certify that all election judges were properly sworn-in. The ballots and the sample ballots received at this poll contain the same information.			
BALLOT COLOR		BALLOT ID #	CHECK IF CORRECT
Color	WHITE	00550	<input checked="" type="checkbox"/> 1070 Total
Color			<input type="checkbox"/> Total
Color			<input type="checkbox"/> Total
Color			<input type="checkbox"/> Total
Color			<input type="checkbox"/> Total
Color			<input type="checkbox"/> Total
INITIALS OF JUDGES			TOTAL BALLOTS RECEIVED 1070
Rep. _____	Rep. _____	Dem. _____	Dem. _____
Rep. _____	Rep. _____	Dem. _____	Dem. _____
Election Evening			(A) _____
Grey Ballot Carrier Seal Number			(B) _____
_____			(C) _____
(A) PBC Closing Report (Pages Cast)			(D) _____
(B) Total number of Voters Checked In (Ask E-Judge)			(E) _____
(C) Number of Spoiled Ballots			(F) _____
(D) ADA Ballots - YES or NO			(G) _____
(E) Number of Unused Ballots			
(F) Write-In Ballots - YES or NO			
(G) Number of Provisional Envelopes (If applicable)			
SIGNATURES OF JUDGES			
Rep. _____	Dem. _____		
Rep. _____	Dem. _____		
Rep. _____	Dem. _____		
Rep. _____	Dem. _____		
Sworn Statement of judges (use only if you have a problem with this certification)			

Ballot Certification

Jackson County Board of Election Commissioners Independence, Missouri

We hereby certify at the GENERAL MUNICIPAL ELECTION held in Jackson County, Missouri on APRIL 8, 2025 in PR 33,34 Township and Precinct(s) that the information on this sheet is correct. We further certify that all election judges were properly sworn-in. The ballots and the sample ballots received at this poll contain the same information.

BALLOT COLOR		BALLOT ID #	CHECK IF CORRECT	
Color	WHITE	00550		1070 Total
Color			<input type="checkbox"/>	Total
Color			<input type="checkbox"/>	Total
Color			<input type="checkbox"/>	Total
Color			<input type="checkbox"/>	Total
Color			<input type="checkbox"/>	Total

INITIALS OF JUDGES

Rep. _____	Rep. _____	Dem. _____	Dem. _____
Rep. _____	Rep. _____	Dem. _____	Dem. _____

TOTAL
BALLOTS
RECEIVED

1070

Rep. _____ Rep. _____ Dem. _____ Dem. _____
Rep. _____ Rep. _____ Dem. _____ Dem. _____

BALLOTS
RECEIVED

10/0

**Election
Evening**

Grey Ballot
Carrier
Seal Number

(A) PBC Closing Report (Pages Cast)

(B) Total number of Voters Checked In (Ask E-Judge)

(C) Number of Spoiled Ballots

(D) ADA Ballots - YES or NO

(E) Number of Unused Ballots

(F) Write-In Ballots - YES or NO

(G) Number of Provisional Envelopes (If applicable)

(A)

(B)

(C)

(D)

(E)

(F)

(G)

SIGNATURES OF JUDGES

Rep. _____	Dem. _____
Rep. _____	Dem. _____
Rep. _____	Dem. _____
Rep. _____	Dem. _____

Sworn Statement of judges (use only if you have a problem with this certification)

2- Way Split Poll Ballot Certification

Ballot Certification

Jackson County Board of Election Commissioners
Independence, Missouri

We hereby certify at the GENERAL MUNICIPAL ELECTION held in Jackson County, Missouri on APRIL 8, 2025 in 82.02.03.04 Township and Precinct(s) that the information on this sheet is correct. We further certify that all election judges were properly sworn in. The ballots and the sample ballots received at this poll contain the same information.

BALLOT COLOR	BALLOT ID #	CHECK IF CORRECT	Total
Color WHITE	00060	<input checked="" type="checkbox"/>	450
Color YELLOW	00061	<input checked="" type="checkbox"/>	600
Color			Total
Color			Total
Color			Total

INITIALS OF JUDGES

Rep. _____ Dem. _____
Rep. _____ Dem. _____

TOTAL BALLOTS RECEIVED

1,050

3- Way Split Poll Ballot Certification

Ballot Certification

Jackson County Board of Election Commissioners
Independence, Missouri

We hereby certify at the GENERAL MUNICIPAL ELECTION held in Jackson County, Missouri on APRIL 8, 2025 in 80.11.15 Township and Precinct(s) that the information on this sheet is correct. We further certify that all election judges were properly sworn in. The ballots and the sample ballots received at this poll contain the same information.

BALLOT COLOR	BALLOT ID #	CHECK IF CORRECT	Total
Color WHITE	00740	<input checked="" type="checkbox"/>	270
Color YELLOW	00741	<input checked="" type="checkbox"/>	270
Color TEAL	00742	<input checked="" type="checkbox"/>	60
Color			Total
Color			Total
Color			Total

INITIALS OF JUDGES

Rep. _____ Dem. _____
Rep. _____ Dem. _____

TOTAL BALLOTS RECEIVED

590

4- Way Split Poll Ballot Certification

Ballot Certification

Jackson County Board of Election Commissioners
Independence, Missouri

We hereby certify at the GENERAL MUNICIPAL ELECTION held in Jackson County, Missouri on APRIL 8, 2025 in PO.03.04.05.09 Township and Precinct(s) that the information on this sheet is correct. We further certify that all election judges were properly sworn in. The ballots and the sample ballots received at this poll contain the same information.

BALLOT COLOR	BALLOT ID #	CHECK IF CORRECT	Total
Color WHITE	00340	<input checked="" type="checkbox"/>	170
Color YELLOW	00341	<input checked="" type="checkbox"/>	170
Color TEAL	00342	<input checked="" type="checkbox"/>	200
Color GREY	00343	<input checked="" type="checkbox"/>	80
Color			Total
Color			Total

INITIALS OF JUDGES

Rep. _____ Dem. _____
Rep. _____ Dem. _____

TOTAL BALLOTS RECEIVED

620

5- Way Split Poll Ballot Certification

Ballot Certification

Jackson County Board of Election Commissioners
Independence, Missouri

We hereby certify at the GENERAL MUNICIPAL ELECTION held in Jackson County, Missouri on APRIL 8, 2025 in 80.12.14.15.26.28 Township and Precinct(s) that the information on this sheet is correct. We further certify that all election judges were properly sworn in. The ballots and the sample ballots received at this poll contain the same information.

BALLOT COLOR	BALLOT ID #	CHECK IF CORRECT	Total
Color WHITE	00750	<input checked="" type="checkbox"/>	760
Color YELLOW	00751	<input checked="" type="checkbox"/>	60
Color TEAL	00752	<input checked="" type="checkbox"/>	10
Color GREY	00753	<input checked="" type="checkbox"/>	690
Color GREEN	00754	<input checked="" type="checkbox"/>	20
Color			Total
Color			Total

INITIALS OF JUDGES

Rep. _____ Dem. _____
Rep. _____ Dem. _____

TOTAL BALLOTS RECEIVED

1,540

Ballot Certification

Jackson County Board of Election Commissioners Independence, Missouri

We hereby certify at the GENERAL MUNICIPAL ELECTION held in Jackson County, Missouri on APRIL 8, 2025 in B2 02.03.04 Township and Precinct(s) that the information on this sheet is correct. We further certify that all election judges were properly sworn-in. The ballots and the sample ballots received at this poll contain the same information.

BALLOT COLOR		BALLOT ID #	CHECK IF CORRECT	
Color	WHITE	00060	<input checked="" type="checkbox"/>	450 Total
Color	YELLOW	00061	<input checked="" type="checkbox"/>	600 Total
Color			<input type="checkbox"/>	Total
Color			<input type="checkbox"/>	Total
Color			<input type="checkbox"/>	Total
Color			<input type="checkbox"/>	Total

INITIALS OF JUDGES

Rep. _____	Rep. _____	Dem. _____	Dem. _____
Rep. _____	Rep. _____	Dem. _____	Dem. _____

**TOTAL
BALLOTS
RECEIVED**

1,050

Ballot Certification

Jackson County Board of Election Commissioners Independence, Missouri

We hereby certify at the GENERAL MUNICIPAL ELECTION held in Jackson County, Missouri on APRIL 8, 2025 in SN 11,15 Township and Precinct(s) that the information on this sheet is correct. We further certify that all election judges were properly sworn-in. The ballots and the sample ballots received at this poll contain the same information.

BALLOT COLOR		BALLOT ID #	CHECK IF CORRECT	
Color	WHITE	00740	<input checked="" type="checkbox"/>	270 Total
Color	YELLOW	00741	<input checked="" type="checkbox"/>	270 Total
Color	TEAL	00742	<input checked="" type="checkbox"/>	50 Total
Color			<input type="checkbox"/>	Total
Color			<input type="checkbox"/>	Total
Color			<input type="checkbox"/>	Total

INITIALS OF JUDGES

Rep. _____	Rep. _____	Dem. _____	Dem. _____
Rep. _____	Rep. _____	Dem. _____	Dem. _____

**TOTAL
BALLOTS
RECEIVED**

590

Ballot Certification

Jackson County Board of Election Commissioners Independence, Missouri

We hereby certify at the GENERAL MUNICIPAL ELECTION held in Jackson County, Missouri on APRIL 8, 2025 in FO 03,04,05,09 Township and Precinct(s) that the information on this sheet is correct. We further certify that all election judges were properly sworn-in. The ballots and the sample ballots received at this poll contain the same information.

BALLOT COLOR		BALLOT ID #	CHECK IF CORRECT	
Color	WHITE	00340	<input checked="" type="checkbox"/>	170 Total
Color	YELLOW	00341	<input checked="" type="checkbox"/>	170 Total
Color	TEAL	00342	<input checked="" type="checkbox"/>	200 Total
Color	GREY	00343	<input checked="" type="checkbox"/>	80 Total
Color			<input type="checkbox"/>	Total
Color			<input type="checkbox"/>	Total

INITIALS OF JUDGES

Rep. _____	Rep. _____	Dem. _____	Dem. _____
Rep. _____	Rep. _____	Dem. _____	Dem. _____

**TOTAL
BALLOTS
RECEIVED**

620

Ballot Certification

Jackson County Board of Election Commissioners Independence, Missouri

We hereby certify at the GENERAL MUNICIPAL ELECTION held in Jackson County, Missouri on APRIL 8, 2025 in SN 12,14,16,26,29 Township and Precinct(s) that the information on this sheet is correct. We further certify that all election judges were properly sworn-in. The ballots and the sample ballots received at this poll contain the same information.

BALLOT COLOR		BALLOT ID #	CHECK IF CORRECT	
Color	WHITE	00750	<input checked="" type="checkbox"/>	760 Total
Color	YELLOW	00751	<input checked="" type="checkbox"/>	60 Total
Color	TEAL	00752	<input checked="" type="checkbox"/>	10 Total
Color	GREY	00753	<input checked="" type="checkbox"/>	690 Total
Color	GREEN	00754	<input checked="" type="checkbox"/>	20 Total
Color			<input type="checkbox"/>	Total

INITIALS OF JUDGES

Rep. _____	Rep. _____	Dem. _____	Dem. _____
Rep. _____	Rep. _____	Dem. _____	Dem. _____

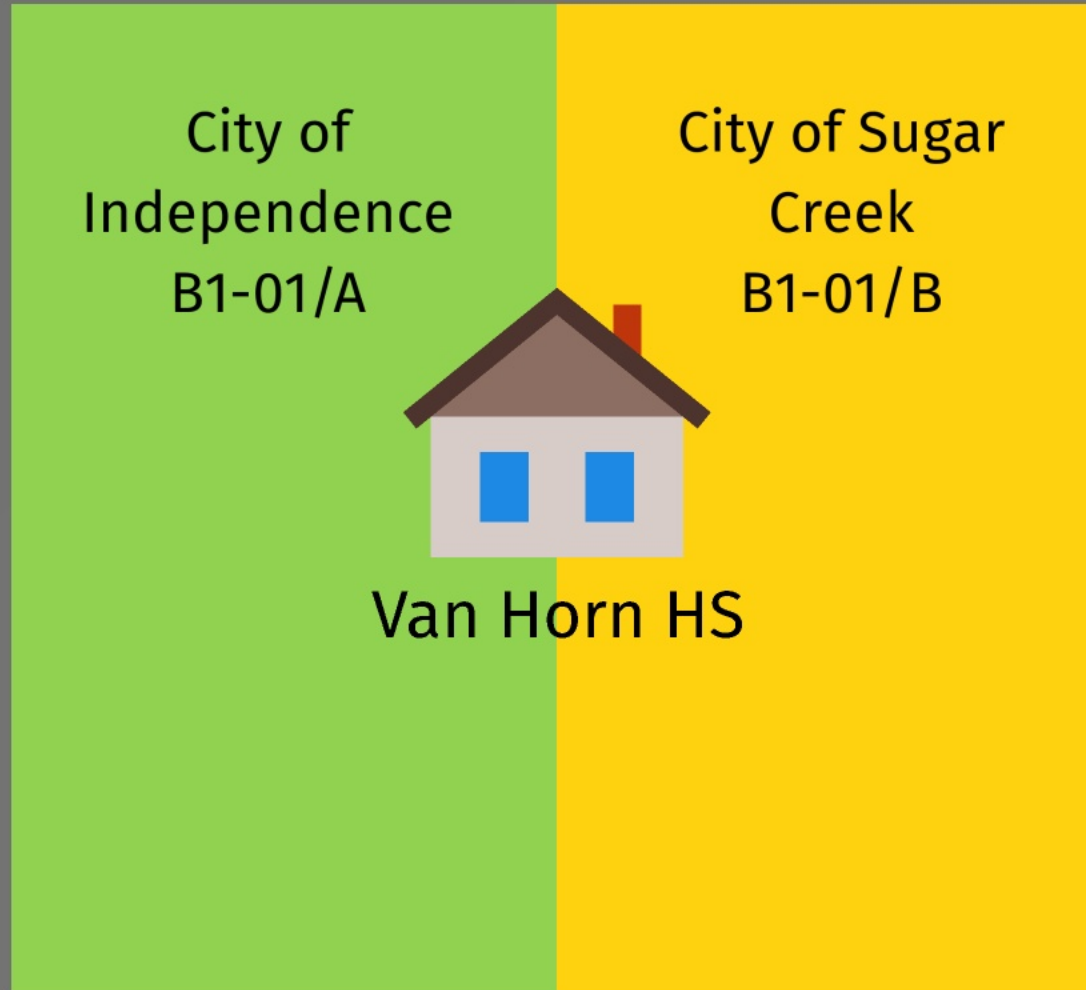
**TOTAL
BALLOTS
RECEIVED**

1,540

- Ballots come in packages of 100
- Only open the packages as you need them
- If there are 12 packages of ballots, how many ballots do you have? ($12 \times 100 = 1,200$)



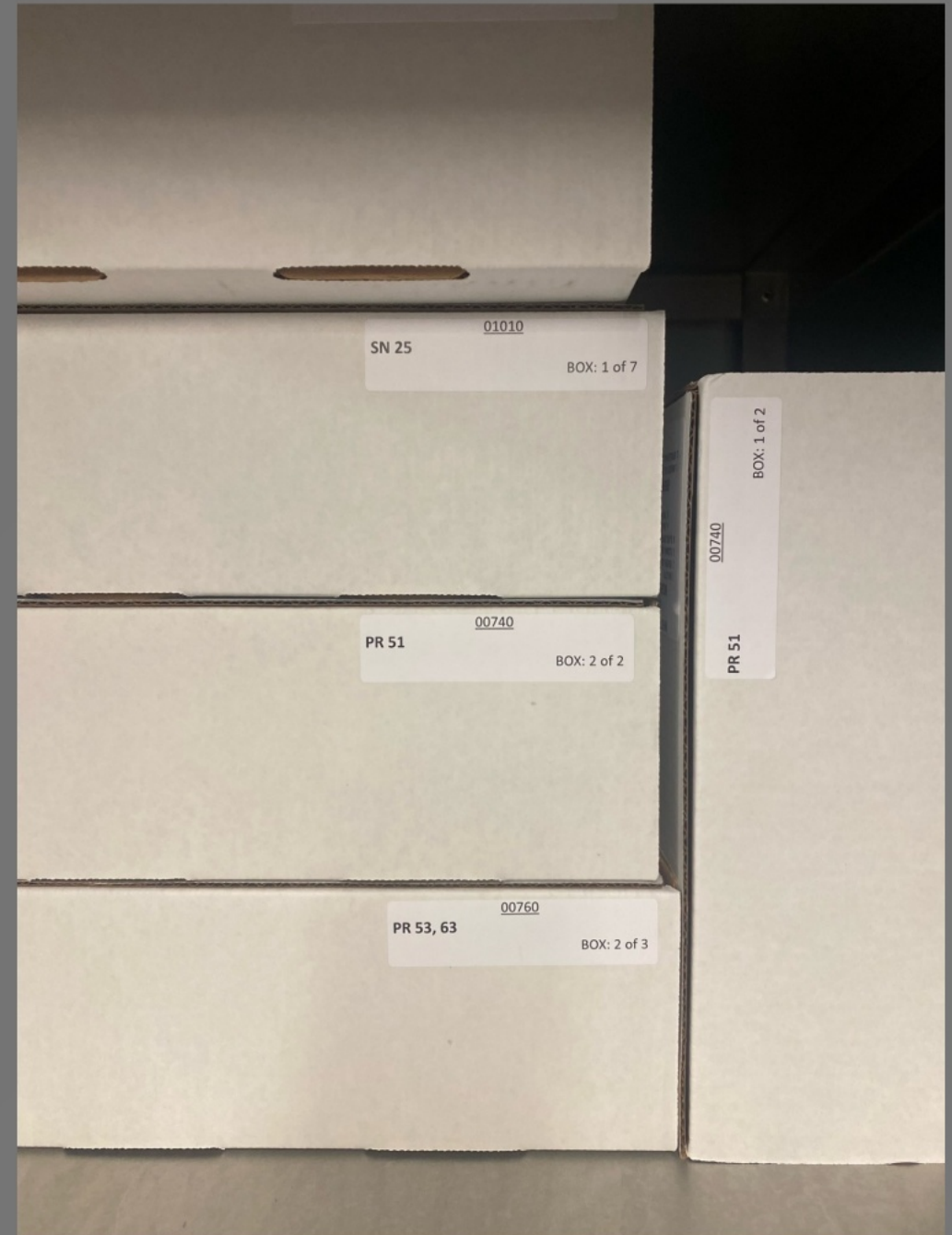
What makes a split poll?



2 - Way Split

Multiple Poll Ballots

Organized in white
ballot boxes and
labeled "Box 1 of 3"
with township and
precinct



POLL #1

MULTIPLE POLLS

POLL #2

Ballot Certification

Jackson County Board of Election Commissioners
Independence, Missouri

We hereby certify at the GENERAL MUNICIPAL ELECTION held in Jackson County, Missouri on APRIL 8, 2025 in PR 56.64, VB-01 Township and Precinct(s) that the information on this sheet is correct. We further certify that all election judges were properly sworn-in. The ballots and the sample ballots received at this poll contain the same information.

BALLOT COLOR	BALLOT ID #	CHECK IF CORRECT	
Color WHITE	00670	<input checked="" type="checkbox"/>	10 Total
Color YELLOW	00671	<input checked="" type="checkbox"/>	340 Total
Color TEAL	00672	<input checked="" type="checkbox"/>	5 Total
Color GREY	00673	<input checked="" type="checkbox"/>	5 Total
Color		<input type="checkbox"/>	Total
Color		<input type="checkbox"/>	Total

INITIALS OF JUDGES
Rep. _____ Dem. _____
Rep. _____ Dem. _____

TOTAL
BALLOTS
RECEIVED **360**

Election Evening

Grey Ballot
Carrier
Seal Number

- (A) PBC Closing Report (Pages Cast)
(B) Total number of Voters Checked In (Ask E-Judge)
(C) Number of Spoiled Ballots
(D) ADA Ballots - YES or NO
(E) Number of Unused Ballots
(F) Write-In Ballots - YES or NO
(G) Number of Provisional Envelopes (If applicable)

- (A)
(B)
(C)
(D)
(E)
(F)
(G)

SIGNATURES OF JUDGES

Rep. _____ Dem. _____
Rep. _____ Dem. _____
Rep. _____ Dem. _____
Rep. _____ Dem. _____

Sworn Statement of judges (use only if you have a problem with this certification)

Ballot Certification

Jackson County Board of Election Commissioners
Independence, Missouri

We hereby certify at the GENERAL MUNICIPAL ELECTION held in Jackson County, Missouri on APRIL 8, 2025 in VB 12.15 Township and Precinct(s) that the information on this sheet is correct. We further certify that all election judges were properly sworn-in. The ballots and the sample ballots received at this poll contain the same information.

BALLOT COLOR	BALLOT ID #	CHECK IF CORRECT	
Color WHITE	00950	<input checked="" type="checkbox"/>	120 Total
Color YELLOW	00951	<input checked="" type="checkbox"/>	30 Total
Color TEAL	00952	<input checked="" type="checkbox"/>	10 Total
Color GREY	00953	<input checked="" type="checkbox"/>	40 Total
Color GREEN	00954	<input checked="" type="checkbox"/>	5 Total
Color		<input type="checkbox"/>	Total

INITIALS OF JUDGES
Rep. _____ Dem. _____
Rep. _____ Dem. _____

TOTAL
BALLOTS
RECEIVED **205**

Election Evening

Grey Ballot
Carrier
Seal Number

- (A) PBC Closing Report (Pages Cast)
(B) Total number of Voters Checked In (Ask E-Judge)
(C) Number of Spoiled Ballots
(D) ADA Ballots - YES or NO
(E) Number of Unused Ballots
(F) Write-In Ballots - YES or NO
(G) Number of Provisional Envelopes (If applicable)

- (A)
(B)
(C)
(D)
(E)
(F)
(G)

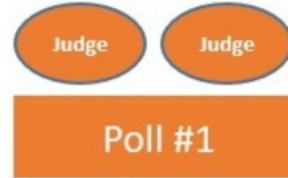
SIGNATURES OF JUDGES

Rep. _____ Dem. _____
Rep. _____ Dem. _____
Rep. _____ Dem. _____
Rep. _____ Dem. _____

Sworn Statement of judges (use only if you have a problem with this certification)

Multiple Poll - Supervisors assigned to LEAD POLL

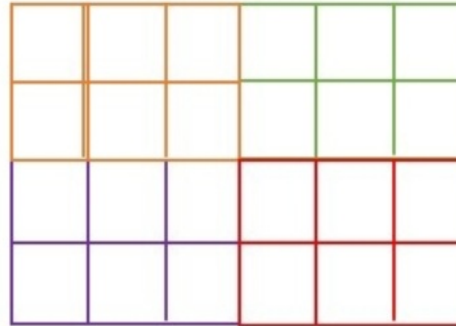
5 Digit Ballot ID # corresponds with which poll the voter needs to vote at.



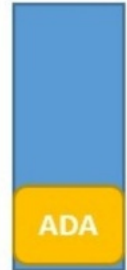
GYM
ENTRANCE



Voting Booths

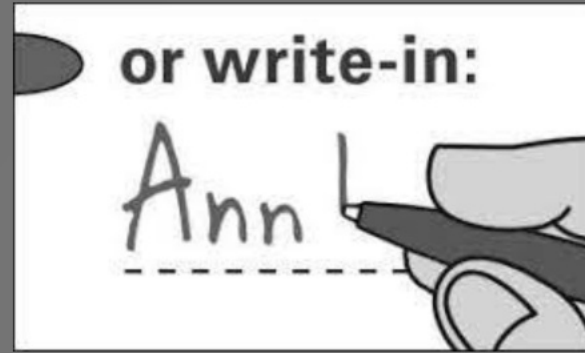


Once the voter receives the correct ballot from the correct Judge Table then they may vote in ANY booth. ALL ballots will be deposited into ONE PBC Unit.



There are write-ins

CITY OF BLUE SPRINGS Council District 1



- Paperwork will be in RED folder
- Only show it to voters if they ask, do not advertise it
- At the end of the night when closing PBC, print the write-in report

JUDGE TRAINING

for April 8, 2025

Municipal Election

Basics

Type of
Polls

Setup

Judge Table,
PBC & ADA

Electioneers,
Challengers,
& Watchers

Provisional,
Curbside,
& Closing

Trainer: Carl Falco
cfalco@jcebmo.org

Opening Checklist

USE IT!!!!

**Found in Judge's
Red Folder and
given in training**

*PBC & ADA Setup Video can be
found on YOUTUBE*

OPENING CHECKLIST 5:00AM-6:00AM

Open Equipment Security Cage- Supervisory Judges

- ☐ Remove all red ballot bags
- ☐ Red ballot bags will be numbered to open (1 of 3, 2 of 3, 3 of 3, etc.)
- ☐ Open red ballot bag labeled 1 FIRST
- ☐ Remove and open HEADER BALLOT ENVELOPE
 - Check Header Ballot Envelope for the following items:
 - ☐ Header Ballot(s)
 - ☐ Ballot Certification
 - ☐ JCEB Seal Check Form
- ☐ Remove Black Clear Zipper Pouch, take out Seal Bag
 - ☐ TM key pouch- **PLACE THE TM KEY POUCH WHERE YOU CAN FIND IT AT THE END OF THE DAY!**
- ☐ Remove Closing Ballot Envelope, **place in secure location for later use**

Black Ballot Box and PBC- Supervisory Judges

- ☐ Arrange room and tables. **PLACE BLACK BALLOT BOX IN THE APPROPRIATE LOCATION**
- ☐ Open Black Ballot Box to make sure it is empty
- ☐ Seal Black Ballot Box lid with zip tie seal (small hole between handles of the Black Ballot Box)
- ☐ Break green split seal on PBC case
- ☐ Place the PBC on top of the Black Ballot Box. (Make sure handle is down) (Slide front end in first, then drop back end)
DO NOT MOVE BALLOT BOX AFTER PBC HAS BEEN PLACED ON TOP (BALLOT BOX WILL TIP OVER EASILY)
- ☐ **USE GOLD KEY TO LOCK PBC IN PLACE IN THE BACK BEHIND PBC.** (Keys are in the TM key pouch)
- ☐ Unlock PBC case with silver key, open the PBC lid and fold open the black privacy shields (There will be a notch on each side of the PBC for them to rest on)
- ☐ Lift PBC screen up and tilt it forward towards you
- ☐ Check paper in PBC printer (Open printer, pull piece of paper out and then close printer)
- ☐ Check that printer lid is closed (Press down on both sides of printer)
- ☐ Plug power cord into the back of PBC
- ☐ Plug power cord into power outlet
- ☐ Turn on the PBC (Switch on back near power cord)
- ☐ "Machine Info" report will print. Place in Black Clear Zipper Pouch

Opening the Election on the PBC- Supervisory Judges

- ☐ Open Header Ballot Envelope
- ☐ Remove ALL the header ballot(s). (There will be only one header ballot unless you are a split or multiple poll)
- ☐ Check to see if screen on PBC says "Insert the header ballot into the Ballot Reader Slot"
- ☐ Insert first header ballot (When light is green) into the PBC and wait for the Zero Report to print
- ☐ Compare Zero Report to Sample Ballots (in the red folder) to ensure all races are listed on the Zero Report.
- ☐ ALL judges sign the Zero Report and place inside of Black Clear Zipper Pouch
- ☐ Place header ballot back in Header Ballot Envelope
- ☐ When ALL header ballots have been run, press "Done" (Bottom left of PBC screen)

ONLY if you have more than one header ballot

- ☐ Place 2nd header ballot into the PBC
- ☐ Wait for Zero Report to print and place in Black Clear Zipper Pouch. Place header ballot back in envelope
- ☐ Repeat if you have a 3rd or 4th header ballot

PBC & ADA SETUP



PBC & ADA SETUP



Make sure PBC is on ballot box correctly!



If first voted ballot jams on PBC, it is not on ballot box correctly.

Header Ballots

ALL Header Ballots will be in the Header Ballot Envelope. The 2 Supervisor Judges will run ALL header ballots for entire polling location.

When opening PBC with header ballots there will be a Zero Report for every header ballot.

When closing, only 1 closing ballot will need to be run through PBC to get reports. Pay attention to the Township/Precinct when the Election Summary prints to make sure you have the correct summary to fill out your certification.

Zero Count

JACKSON COUNTY, MISSOURI
GENERAL MUNICIPAL ELECTION
APRIL 7, 2020

Election Date: Tue Apr 07, 2020
Report Printed: Mon Apr 27, 2020 10:57:16 AM CDT
Software Version: 2.0
OS Version: 0V0 OS 2.0.00

Machine Name: UVS013057
Diagnostics: Passed

Election ID: 131
Election Version: 61.2.2
Public Count: 0
Protective Count: 5516
Open Poll: Mon Apr 27, 2020 10:56:57 AM CDT

Pages Cast: 0

Page: 1

INDEPENDENCE COUNCIL DISTRICT 3
(Vote for ONE) Total: 0
MIKE STEINMEYER 0 00.00%
DAN O'NEILL 0 00.00%
WRITEIN 0 00.00%

BLUE SPRINGS R-4 SCHOOL DISTRICT
DIRECTOR
(Vote for THREE) Total: 0
JEFF SIEMS 0 00.00%
KAY F. COEN 0 00.00%
DALE WALKUP 0 00.00%
STEVEN WESTERMANN 0 00.00%
WRITEIN 0 00.00%
WRITEIN 0 00.00%

Election Summary

JACKSON COUNTY, MISSOURI
GENERAL MUNICIPAL ELECTION
APRIL 7, 2020

Election Date: Tue Apr 07, 2020
Report Printed: Mon Apr 27, 2020 10:59:20 AM CDT
Software Version: 2.0
OS Version: 0V0 OS 2.0.00

Machine Name: UVS013057

Election ID: 131
Election Version: 61.2.2
Public Count: 10
Protective Count: 5526
Open Poll: Mon Apr 27, 2020 10:56:57 AM CDT
Close Poll: Mon Apr 27, 2020 10:58:58 AM CDT

Pages Cast: 5

Page: 1

INDEPENDENCE COUNCIL DISTRICT 3
(Vote for ONE) Total: 5
MIKE STEINMEYER 2 40.00%
DAN O'NEILL 2 40.00%
WRITEINS 1 20.00%

BLUE SPRINGS R-4 SCHOOL DISTRICT
DIRECTOR
(Vote for THREE) Total: 5
JEFF SIEMS 1 20.00%
KAY F. COEN 1 20.00%
DALE WALKUP 1 20.00%
STEVEN WESTERMANN 1 20.00%
WRITEINS 1 20.00%

Zero Count

JACKSON COUNTY, MISSOURI
GENERAL MUNICIPAL ELECTION
APRIL 7, 2020

Election Date: Tue Apr 07, 2020
Report Printed: Mon Apr 27, 2020 10:57:02 AM CDT
Software Version: 2.0
OS Version: 0V0 OS 2.0.00

Machine Name: UVS013057
Diagnostics: Passed

Election ID: 131
Election Version: 61.2.2
Public Count: 0
Protective Count: 5516
Open Poll: Mon Apr 27, 2020 10:56:57 AM CDT

Pages Cast: 0

Page: 1

INDEPENDENCE COUNCIL DISTRICT 2
(Vote for ONE) Total: 0
CURT DOUGHERTY 0 00.00%
BRICE STEWART 0 00.00%
WRITEIN 0 00.00%

FORT OSAGE R-1 SCHOOL DISTRICT
DIRECTOR
(Vote for THREE) Total: 0
DAVID L. SHROUT 0 00.00%
KELLY K. SCOTT 0 00.00%
CHRISTOPHER T. GROSS 0 00.00%
GARY A. THOMPSON 0 00.00%
WRITEIN 0 00.00%
WRITEIN 0 00.00%

Election Summary

JACKSON COUNTY, MISSOURI
GENERAL MUNICIPAL ELECTION
APRIL 7, 2020

Election Date: Tue Apr 07, 2020
Report Printed: Mon Apr 27, 2020 10:59:11 AM CDT
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OS Version: 0V0 OS 2.0.00

Machine Name: UVS013057

Election ID: 131
Election Version: 61.2.2
Public Count: 10
Protective Count: 5526
Open Poll: Mon Apr 27, 2020 10:56:57 AM CDT
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Page: 1

INDEPENDENCE COUNCIL DISTRICT 2
(Vote for ONE) Total: 5
CURT DOUGHERTY 2 40.00%
BRICE STEWART 3 60.00%
WRITEINS 0 00.00%

FORT OSAGE R-1 SCHOOL DISTRICT
DIRECTOR
(Vote for THREE) Total: 5
DAVID L. SHROUT 2 40.00%
KELLY K. SCOTT 1 20.00%
CHRISTOPHER T. GROSS 1 20.00%
GARY A. THOMPSON 1 20.00%
WRITEINS 0 00.00%

Zero Count

JACKSON COUNTY, MISSOURI
GENERAL MUNICIPAL ELECTION
APRIL 7, 2020

Election Date Tue Apr 07, 2020
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Mon Apr 27, 2020 10:57:16 AM CDT
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OS Version: OVO OS 2.0.00

Machine Name: UVS013057
Diagnostics: Passed

Election ID 131
Election Version 61.2.2
Public Count 0
Protective Count 5516
Open Poll
Mon Apr 27, 2020 10:56:57 AM CDT

B8 05
00380

Pages Cast 0

Page: 1

INDEPENDENCE COUNCIL DISTRICT 3
(Vote for ONE) Total: 0
MIKE STEINMEYER 0 00.00%

Election Summary

JACKSON COUNTY, MISSOURI
GENERAL MUNICIPAL ELECTION
APRIL 7, 2020

Election Date Tue Apr 07, 2020
Report Printed:
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B8 05
00380

Pages Cast 5

Page Count
1 5

INDEPENDENCE COUNCIL DISTRICT 3

Zero Count

JACKSON COUNTY, MISSOURI
GENERAL MUNICIPAL ELECTION
APRIL 7, 2020

Election Date Tue Apr 07, 2020
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Public Count 0
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B3 03
00100

Pages Cast 0

Page: 1

INDEPENDENCE COUNCIL DISTRICT 2
(Vote for ONE) Total: 0

Election Summary

JACKSON COUNTY, MISSOURI
GENERAL MUNICIPAL ELECTION
APRIL 7, 2020

Election Date Tue Apr 07, 2020
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Open Poll
Mon Apr 27, 2020 10:56:57 AM CDT
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B3 03
00100

Pages Cast 5

Page Count
1 5

INDEPENDENCE COUNCIL DISTRICT 2

Please do not call JCEB for every minor thing during setup...

During your opening process, if something happens that **KEEPS** you from opening up on time, call JCEB.

If not, wait until polls are up and running, and then give us a call and we will take care of it.

****MORNING PRIORITIES****

- Making sure all Judges are accounted for
- Ballots are checked in
- Tablets are up and running
- PBC is up and running

ADA is not urgent at 5AM. Please wait before calling JCEB.

JUDGE TRAINING

for April 8, 2025

Municipal Election

Basics

Type of
Polls

Setup

Judge Table,
PBC & ADA

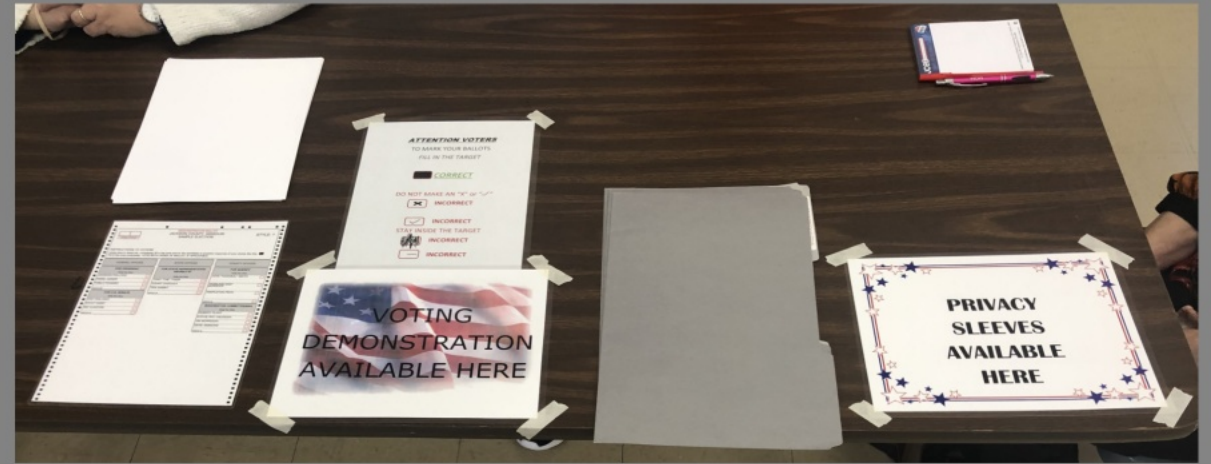
Electioneers,
Challengers,
& Watchers

Provisional,
Curbside,
& Closing

Trainer: Carl Falco
cfalco@jcebmo.org

Judge Table Duties

- Bi-Partisan team needs to initial top left corner of Ballot **IN RED PEN!**
- Take Laminated Card from the voter
- Give voter correct ballot that matches the 5 Digit Ballot ID # on Laminated Card
- Give voter demonstration on how to vote (*remind voter to check the back of their ballot*)
- Direct voter to voting booth



OFFICIAL BALLOT	
JACKSON COUNTY, MISSOURI	
GENERAL MUNICIPAL ELECTION	
APRIL 7, 2020	
STYLE: 65	
CF TB JUDGES INITIALS	
VB 10, 11, 19 - 0 (01200)	
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: <input checked="" type="checkbox"/> 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.	
CITY OF LONE JACK, MISSOURI	QUESTION
FOR MAYOR (UNEXPIRED TERM)	Shall the Board of Education of the Lone Jack C-6 School District, Missouri, without an estimated increase in the current debt service property tax levy, borrow money in the amount of Four Million Five Hundred Thousand Dollars (\$4,500,000) for

CF TB

JUDGES INITIALS

OFFICIAL BALLOT
JACKSON COUNTY, MISSOURI
GENERAL MUNICIPAL ELECTION
APRIL 7, 2020

STYLE: 65

VB 10, 11, 19 - 0
(01200)

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.**

CITY OF LONE JACK,
MISSOURI

**FOR MAYOR
(UNEXPIRED TERM)**

QUESTION

Shall the Board of Education of the Lone Jack C-6 School District, Missouri, without an estimated increase in the current debt service property tax levy, borrow money in the amount of Four Million Five Hundred Thousand Dollars (\$4,500,000) for

OFFICIAL BALLOT

JACKSON COUNTY, MISSOURI
GENERAL MUNICIPAL ELECTION
APRIL 7, 2020


STYLE: 65

CF	TB
JUDGES INITIALS	



VB 10, 11, 19 - 0
(01200)

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.**

CITY OF LONE JACK,
MISSOURI

**FOR MAYOR
(UNEXPIRED TERM)**

QUESTION

Shall the Board of Education of the Lone Jack C-6 School District, Missouri, without an estimated increase in the current debt service property tax levy, borrow money in the amount of Four Million Five Hundred Thousand Dollars (\$4,500,000) for

IT ALL STARTS WITH THE LAMINATED CARD!!

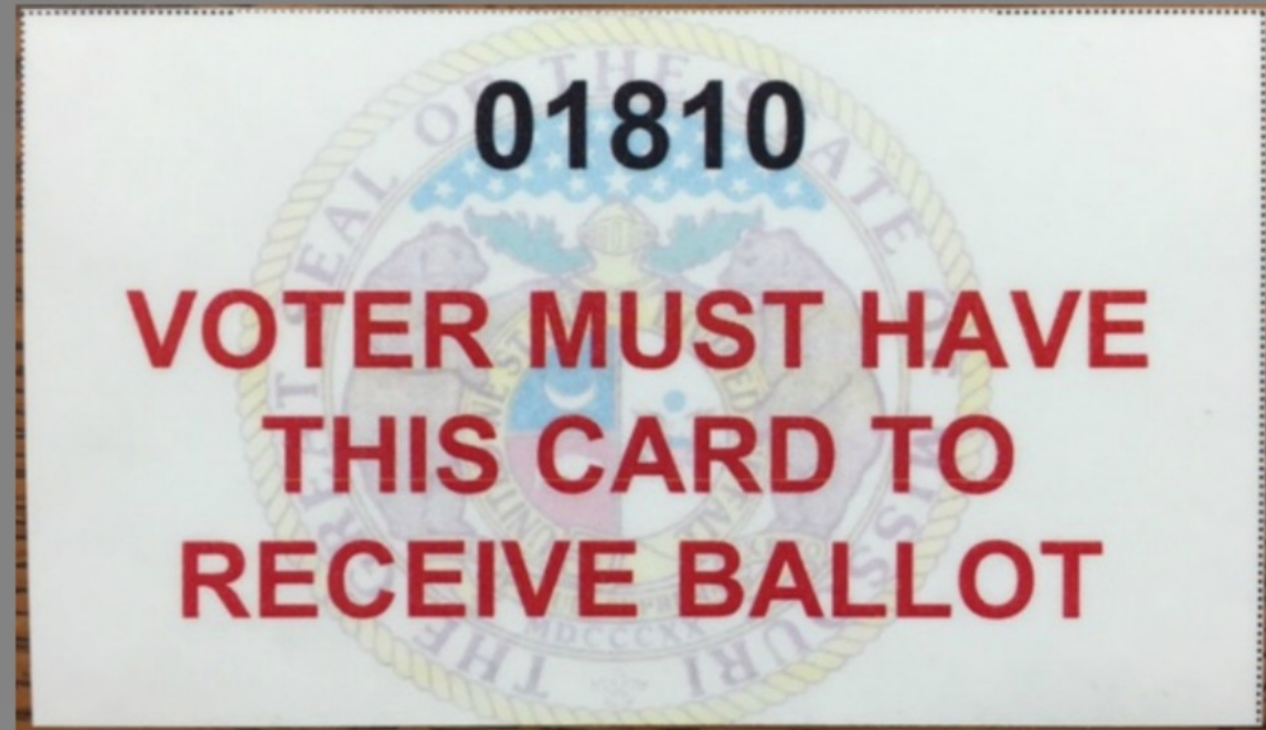
This is their ticket to vote!!

Take laminated card from voter and issue the voter a ballot

Return Laminated Cards back to E-Judge Table

1 ballot per voter!



Check to make sure ballots are not sticking together



01810

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

**MATCH
THE
NUMBERS**

OFFICIAL BALLOT	
JACKSON COUNTY, MISSOURI	
GENERAL MUNICIPAL ELECTION	
APRIL 7, 2020	
STYLE: 65	
<div><div></div><div></div><div>JUDGES INITIALS</div></div>	
VB 10, 11, 19 - 0 (01810)	
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.	
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CITY OF LONE JACK, MISSOURI	QUESTION
FOR MAYOR (UNEXPIRED TERM)	Shall the Board of Education of the Lone Jack C-6 School District, Missouri, without an estimated increase in the current debt service property tax levy, borrow money in the amount of Four Million Five Hundred Thousand Dollars (\$4,500,000) for

OFFICIAL BALLOT

JACKSON COUNTY, MISSOURI
GENERAL MUNICIPAL ELECTION
APRIL 7, 2020

STYLE: 65


--	--

JUDGES INITIALS

VB 10, 11, 19 - 0
(01810)



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.**

CITY OF LONE JACK,
MISSOURI

**FOR MAYOR
(UNEXPIRED TERM)**

QUESTION


Shall the Board of Education of the Lone Jack C-6 School District, Missouri, without an estimated increase in the current debt service property tax levy, borrow money in the amount of Four Million Five Hundred Thousand Dollars (\$4,500,000) for

Double Check Every Number!

SPLIT POLLS

- All laminated cards will go to the same table.
- Check the 5 digit ballot ID #
- Issue the correct BALLOT with the same 5 digit ballot ID number that is on the laminated card



OFFICIAL BALLOT	
<div><div></div><div>JUDGES INITIALS</div></div>	JACKSON COUNTY, MISSOURI GENERAL MUNICIPAL ELECTION APRIL 2, 2024
B1 01, 02, 03, 09 - 0 (00010)	STYLE: 1
OFFICIAL BALLOT	
<div><div></div><div>JUDGES INITIALS</div></div>	JACKSON COUNTY, MISSOURI GENERAL MUNICIPAL ELECTION APRIL 2, 2024
B1 01, 02, 03, 09 - 0 (00010)	STYLE: 1
OFFICIAL BALLOT	
<div><div></div><div>JUDGES INITIALS</div></div>	JACKSON COUNTY, MISSOURI GENERAL MUNICIPAL ELECTION APRIL 2, 2024
B1 01, 02, 03, 09 - 0 (00010)	STYLE: 1
OFFICIAL BALLOT	
<div><div></div><div>JUDGES INITIALS</div></div>	JACKSON COUNTY, MISSOURI GENERAL MUNICIPAL ELECTION APRIL 2, 2024
B1 01, 02, 03, 09 - 0 (00010)	STYLE: 1
OFFICIAL BALLOT	
<div><div></div><div>JUDGES INITIALS</div></div>	JACKSON COUNTY, MISSOURI GENERAL MUNICIPAL ELECTION APRIL 2, 2024
B1 01, 02, 03, 09 - 0 (00010)	STYLE: 1
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
QUESTION #1	FOR DIRECTOR
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

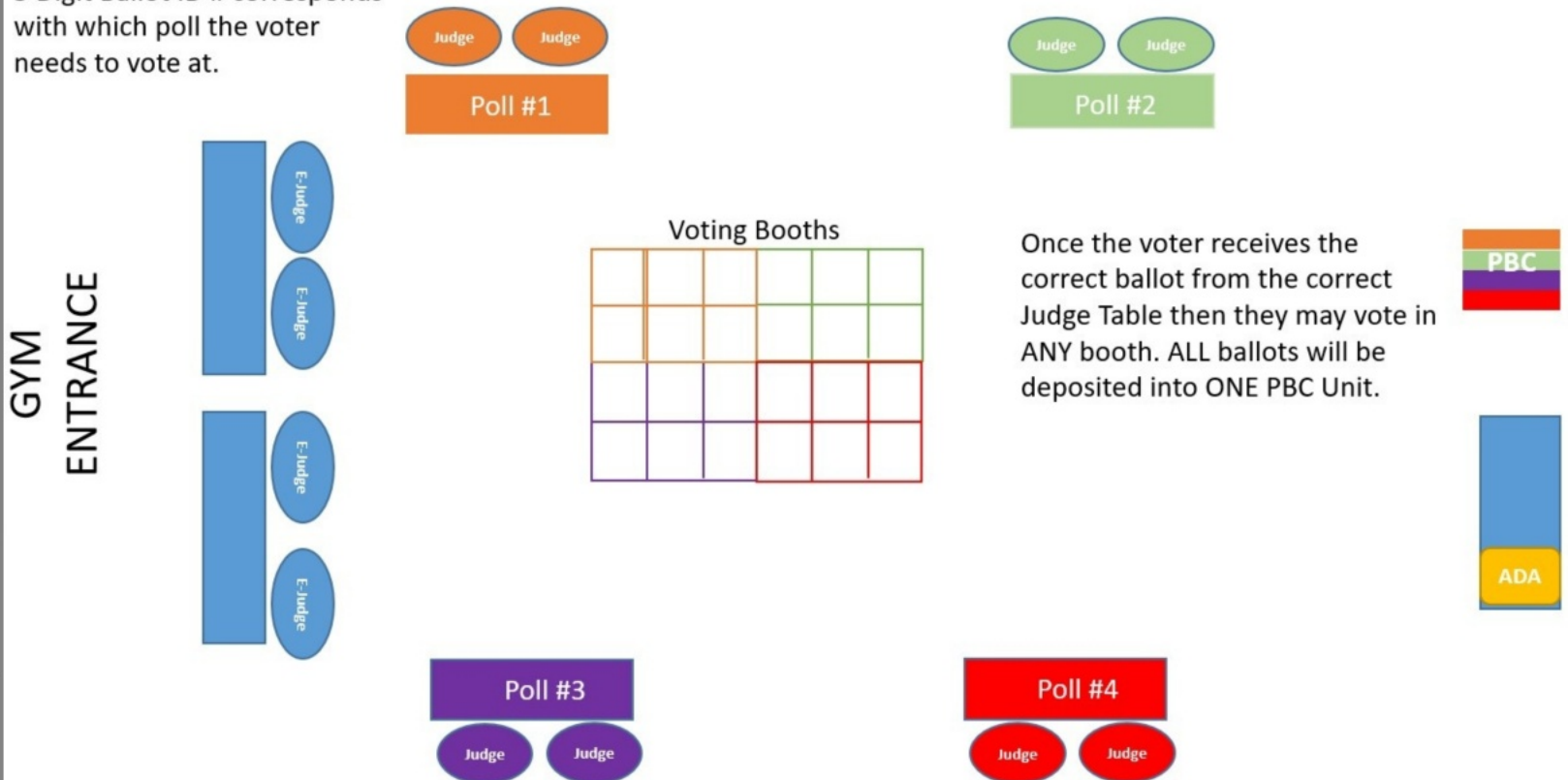
00015 VOTER MUST HAVE THIS CARD TO RECEIVE BALLOT
00014 VOTER MUST HAVE THIS CARD TO RECEIVE BALLOT
00013 VOTER MUST HAVE THIS CARD TO RECEIVE BALLOT
00012 VOTER MUST HAVE THIS CARD TO RECEIVE BALLOT
00011 VOTER MUST HAVE THIS CARD TO RECEIVE BALLOT

Double Check Every Number!

Multiple Poll

- Each poll will have different 5 digit ballot ID #'s
- Make sure voter came to correct table

5 Digit Ballot ID # corresponds with which poll the voter needs to vote at.



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:

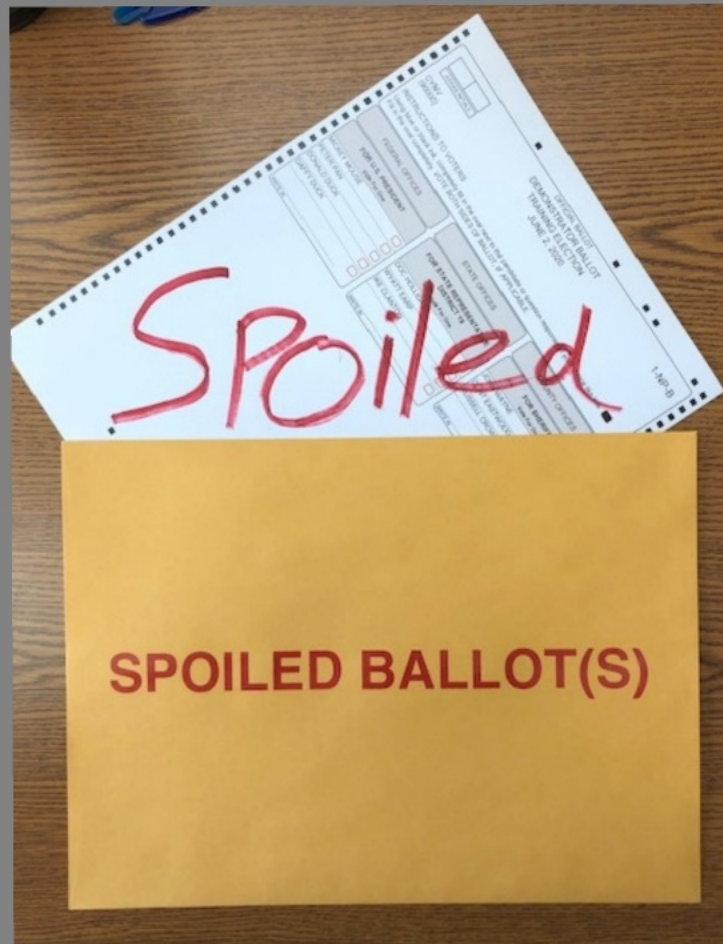
(Signature)

(Address)

Democratic Judge Signature

Republican Judge Signature

Spoiled Ballot Procedure



When a voter makes a mistake on a ballot

- Write SPOILED on the ballot and place in SPOILED BALLOT envelope.
- Retrieve ballot with correct 5-Digit Ballot ID # from Judge table.
- Give demonstration to the voter. (Explain their error)
- Give voter NEW ballot to try again.
- ALWAYS retrieve and “spoil” first ballot before giving the voter a new ballot.



PBC

PBC (Precinct Ballot Counter)-
Counts all of the ballots for the polling location and tabulates the results for each contest. There should always be a Judge stationed at the PBC.

Do not look at the voter's ballot...



- Stand 2-3 feet away from the PBC
- "Insert your ballot any way you wish"
- There is no reason a Judge should be looking at ANYONE'S BALLOT!!
- Let the voter deposit the ballot themselves
- After the ballot has been cast successfully, hand them an I VOTED sticker and direct them to the exit.



BALLOT ALERTS

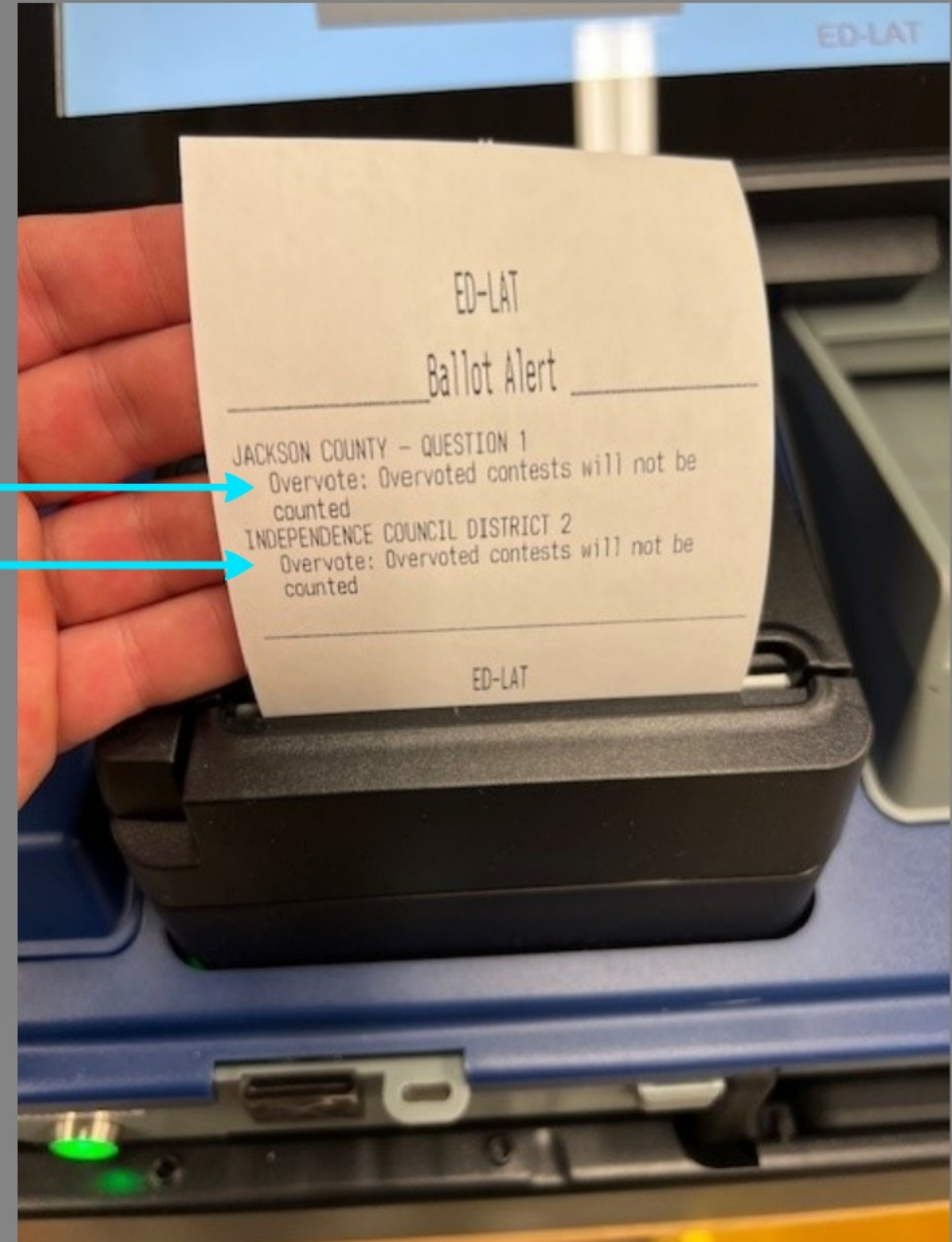
"OVERVOTE"



PROBLEM-Voter voted for more than what was allowed in that contest

SOLUTION- Voter may spoil ballot and try again or cast that ballot as is. Contests that have an overvote will not count.

OVERVOTE



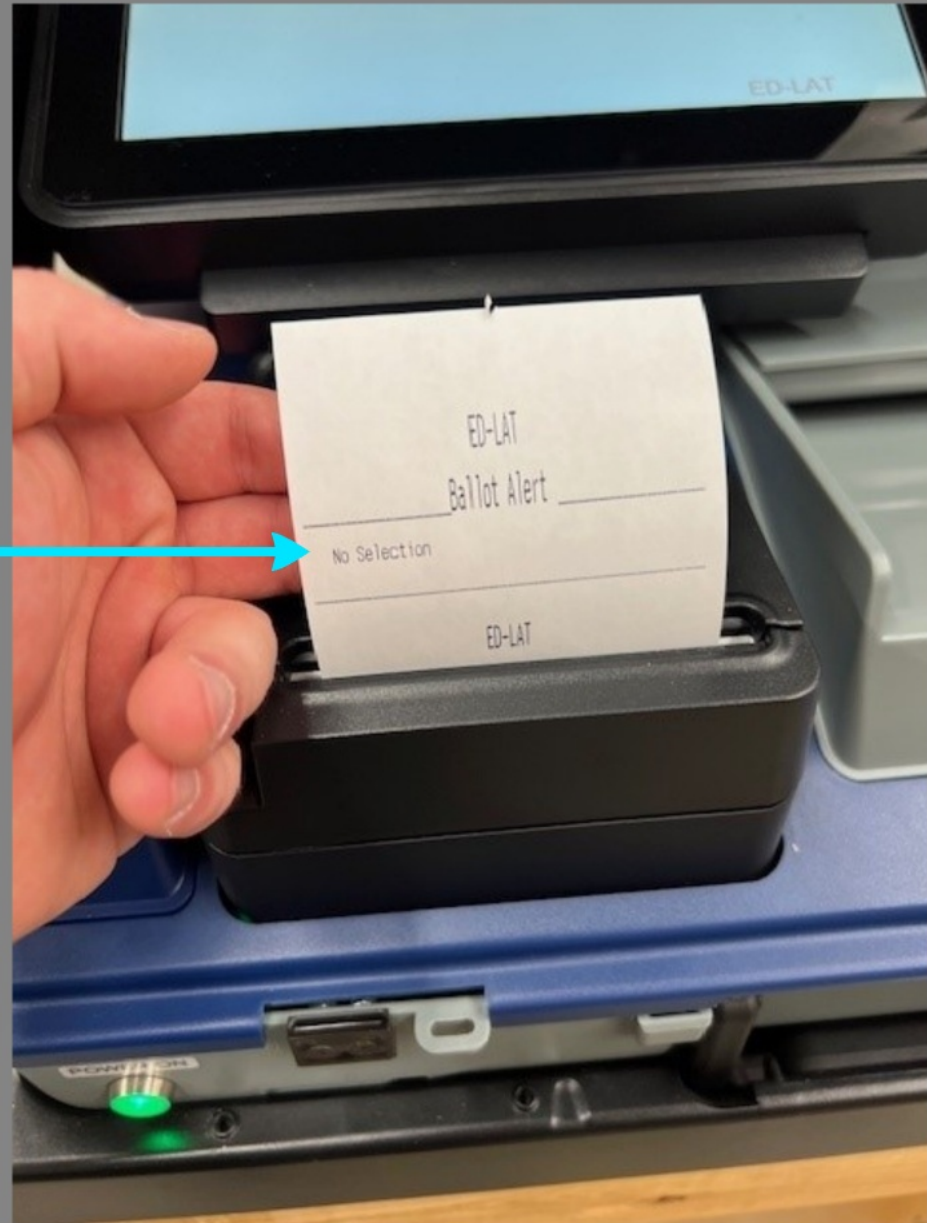


BALLOT ALERTS *"NO SELECTION"*

PROBLEM-Voter is casting a blank ballot.

SOLUTION- Voter may spoil ballot and try again or cast that ballot as is.

NO SELECTION



By-Pass Ballots

These instructions
are in your packet

BY-PASS BALLOT(S)

Should a PBC (Precinct Ballot Counter) fail to work, whether it be mechanical or electrical, the Election Judges should utilize the By-Pass Ballot Envelopes included in the Blue Supply Box.

STEPS TO FOLLOW – SHOULD THE PBC FAIL

1. First, check the monitor for an error message.
2. Check to see if the printer printed an error message.
3. Call the HELP DESK for assistance.
4. Give the voters waiting in line the option of waiting to place their ballot in the PBC when the problem is fixed or provide them with the By-Pass Envelope.
5. Once the voter has placed their ballot in the By-Pass Envelope, the voter should place the By-Pass Envelope into the By-Pass ballot slot of the PBC located on the back of the ballot box.
6. Under no circumstances should the Ballot Box Judge allow the By-Pass Envelope near the PBC.
7. If your PBC is operational after the polls close, the two Supervisory Judges will open the By-Pass ballot door and remove the By-Pass envelopes. One at a time, the Supervisory Judges should remove each ballot from the By-Pass Envelope and place them through the reader on the PBC, counting each By-Pass ballot.
8. If you have questions – contact the Jackson County Election Board.

If you have By-Pass Ballots at the end of the day, please start at the **VERY TOP** of your **CLOSING CHECKLIST**. By-Pass Ballots will be run by the Supervisory Judges at the end of the day as long as your PBC is properly working.

By-Pass Ballot Slot

*Break blue tape seal and
place By-Pass envelopes
WITH ballot through the slot*



ADA



ADA (Americans with Disabilities Act)-

The ADA is a ballot marking device that can be used to help any voter mark their ballot. Ballots can be marked on the ADA by using the touch screen or with a controller that has headphones attached. When voting is completed the ADA will produce (print) a paper ballot which will then be run through the PBC for tabulation.

ADA



You may also use the ADA for any ballot style or party that you may run out of on Election Day.

1. Retrieve orange half-sheet and enter Election Day password (found in Red & Blue Folders)
2. Type in the 5-digit ballot ID # that corresponds with the voter's Laminated Card.
3. Leave voter to vote their ballot.
(Directions on orange half-sheet)

ADA Orange Half-Sheet

Found in RED & BLUE Folders

Disregard the barcode reader message

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

JUDGE TRAINING

for April 8, 2025

Municipal Election

Basics

Type of
Polls

Setup

Judge Table,
PBC & ADA

Electioneers,
Challengers,
& Watchers

Provisional,
Curbside,
& Closing

Trainer: Carl Falco
cfalco@jcebmo.org

Challengers & Watchers

Who are they?

People appointed by the chairpersons of each political party to sit inside and make sure you're following all of the rules/laws/regulations of the elections.

Challengers/Watchers

CHALLENGERS

- Sit next to E-Judge
- name of the voter
- WHO is voting for
- (are voting)
- Do not give out
- besides name
- Do not tell the
- you have checked
- Do not show the
- screen
- If Challenger "Challen
- call JCEB

NOT
ALLOWED

Challenger is a person with credentials signed by the county chairman of the political party
The credentials will identify the township and precinct authorized for the
Challenger and a Supervisory Judge must complete the oath found at the
The bottom half of the signed oath must be filed in the "Completed

registered voter within the jurisdiction of the Jackson
should check the challenger's identification against their
person approved by JCEB.

party is allowed in a poll. The challengers sit
the names of those who have voted. However, the
the voter's actual piece of identification with the

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

CHALLENGERS- ONLY ALLOWED TO SIT NEXT TO E-JUDGE TABLE TO OBSERVE THE COUNTING OF VOTES WHEN THEY ARE CALLED IN.

credentials signed by both
JCEB.

substituted throughout the

challenges may only be made when
challenger believes the election
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 COUNTING OF VOTES WHEN THEY ARE CALLED IN.

- 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.

Electioneering

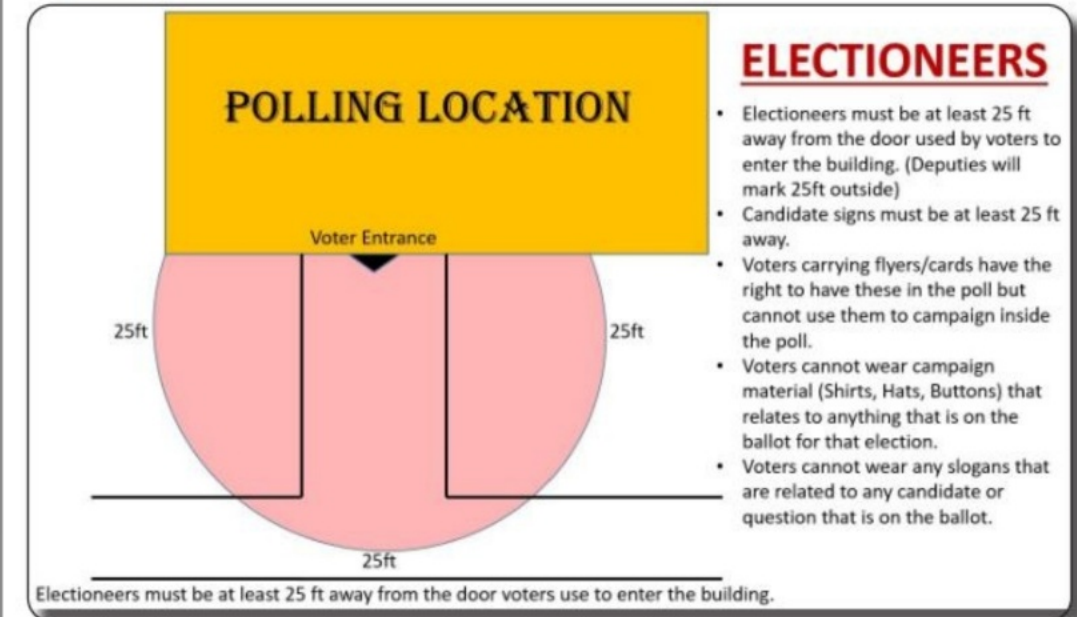
- 25 ft outside from the door voters enter
- Deputies will monitor this
- Flyers and Sample Ballots are allowed inside polling location as long as voter does not use it to Electioneer inside

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.

JUDGE TRAINING

for April 8, 2025

Municipal Election

Basics

Type of
Polls

Setup

Judge Table,
PBC & ADA

Electioneers,
Challengers,
& Watchers

Provisional,
Curbside,
& Closing

Trainer: Carl Falco
cfalco@jcebmo.org

ID REQUIREMENTS

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

Blue Folder can be found in the LEAD POLL 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

Blue Provisional Voting

ALWAYS CALL JCEB PROVISIONAL HOTLINE BEFORE OPENING PROVISIONAL BAG!

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.

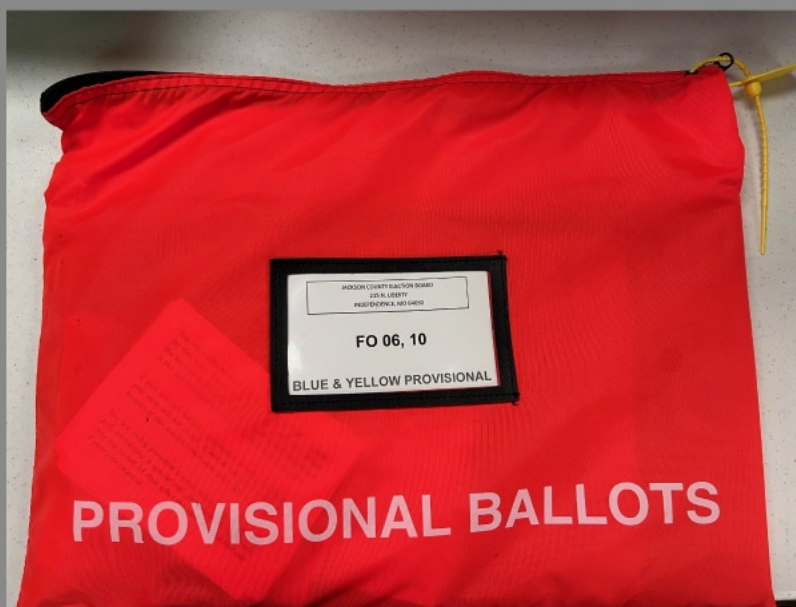
If you cannot connect with the Election Board by phone, advise the voter that their best opportunity to have their ballot counted is to go to the Election Board. However, if they wish to cast a provisional ballot at the poll they have the right to do so. If they wish to vote at the poll follow the above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

June 10, 2019

BLUE Provisional Voting

- Offered every election for voters who are registered but do not have a valid ID.
- Make sure to look up the voter to see if they are registered.

(No Yellow Provisional)



- This needs to be completed by **both Supervisors**
- Every line on Provisional Envelope needs to be filled out by the Supervisors then signed by the voter
- Voter votes the ballot & places it in envelope
- Voter seals the envelope, supervisor places in **Orange** Provisional Bag located in **Blue** Supply Box & reseals Orange bag.

PIN #: 036572 **This section to be filled out by voter**
Provisional Ballot for Registered Voter

Enclose your Provisional Ballot in this envelope

1	Last Name	First Name	Middle Name
2	Residential Address (No PO Boxes)	City	Zip Code Daytime Telephone (optional)
3	Mailing Address (if different from above)	City	State Zip Code
4	Date of Birth (month/day/year)	Last 4 digits of SSN (if exists)	

I do solemnly swear that I am the person identified above and the information provided is correct.
 I understand that my vote will not be counted unless:
 1) I return to the polling place today between 6 a.m. to 7 p.m. and provide one of the following forms of identity:
 a) Nonexpired Missouri driver's license;
 b) Nonexpired or nonexpiring Missouri nondriver's license;
 c) A document that satisfies all of the following requirements:
 i) contains the name of the individual to whom the document was issued, and the name substantially conforms to the most recent signature in the voter registration record;
 ii) shows a photograph of the individual;
 iii) includes an expiration date, and is not expired, or expired after the date of the most recent general election; and
 iv) was issued by the United States or the state of Missouri; or
 d) Identification containing a photograph of the individual issued by the Missouri National Guard, the U.S. Armed Forces, or the U.S. Department of Veteran Affairs to a member or former member, that has not expired or has no expiration date.
 or
 2) The election authority verifies my identity by comparing my signature on this envelope to the signature on file with the election authority and determines that I was eligible to cast a ballot at this polling place.
 and
 3) The provisional ballot otherwise qualifies to be counted under law.

Signature of voter _____ Date _____

This section to be filled out by the election judges

Pursuant to Sec. 115.427, RSMo, of Missouri election laws, this voter has been allowed to cast a provisional ballot by the judges of elections at this polling place because the voter's identity was not verified.

Print name of voter _____ Election date _____ Polling place number _____

Democrat Election Judge Signature _____ Republican Election Judge Signature _____

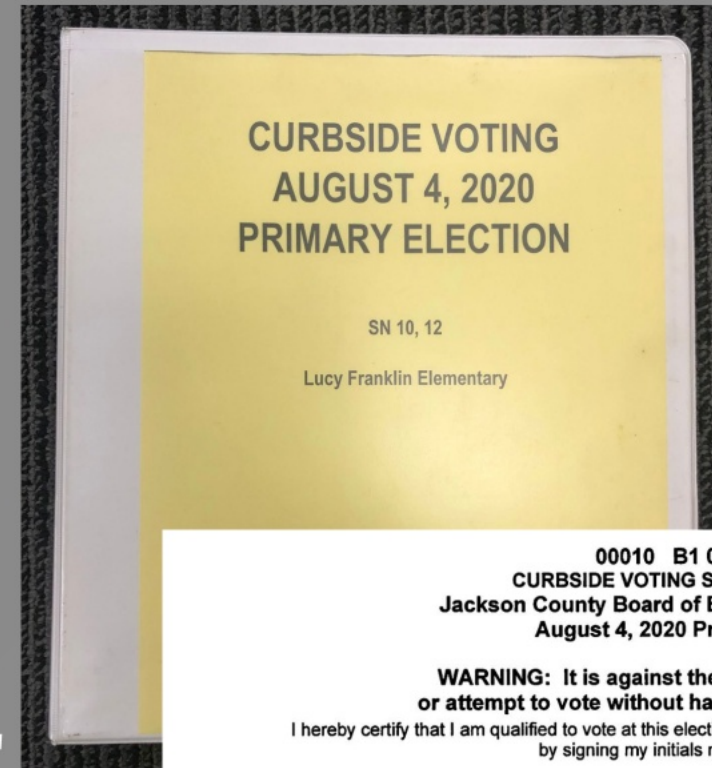
If Voter Comes Back with ID



- 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

Curbside Voting

- Curbside Voting Judges will go outside to retrieve voter's ID
- 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
- E-Judge will give the correct Laminated Card to retrieve ballot from Judge Table to take outside



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	LEGIBLY PRINT VOTER INFORMATION BELOW
<div>CURBSIDE <input type="checkbox"/></div>	<div><div>VOTER ID: _____</div><div>NAME: _____</div><div>ADDRESS: _____</div><div>MAILING ADDRESS: _____ (If Different)</div><div>SIGNATURE: _____</div></div> <div><div><div>Voter Initials</div><div>Judges Initials</div></div><div>DOB: _____</div><div>PHONE # _____</div></div>
<div>CURBSIDE <input type="checkbox"/></div>	<div><div>VOTER ID: _____</div><div>NAME: _____</div><div>ADDRESS: _____</div><div>MAILING ADDRESS: _____ (If Different)</div><div>SIGNATURE: _____</div></div> <div><div><div>Voter Initials</div><div>Judges Initials</div></div><div>DOB: _____</div><div>PHONE # _____</div></div>

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

SUPERVISORS: FOLLOW YOUR CLOSING CHECKLIST!

CLOSING CHECKLIST AFTER 7:00PM

By-Pass Ballots (When Applicable)- After the last voter has left the poll and doors are closed and secured the two Supervisory Judges will run the By-Pass ballots before closing the PBC.

- ☐ Break red seal and unlock the By-Pass door. (Lock is on the right) (Silver key to ballot box is in TM pouch)
- ☐ **Take out** By-Pass ballots, run **ALL By-Pass** ballots through the PBC – Place EMPTY By-Pass envelopes back in blue supply box
 - ☐ If ballot is not accepted by PBC. CALL JCEB PBC & ADA HELP DESK

Closing the PBC- Only ONE Closing Ballot will need to be run. Even if you are working a split or multiple poll.

- ☐ Open "Closing Ballot" envelope and take out closing ballot
- ☐ Insert the closing ballot into the PBC
- ☐ Follow steps on the PBC screen
 - ☐ Do you want to close voting? "Yes"
 - ☐ Are you sure you want to close voting? "Yes"
- ☐ "Election Summary" prints. **Write PBC closing report total on Ballot Certification. ("Pages Cast" on Closing Report)**
- ☐ "Voting has been closed" Press "Continue"
- ☐ "Do you want to print Write-in Report?" Press "Yes" (only when write-ins are available)
- ☐ "Write-In Report" prints. Press "Continue" **Circle YES or NO on Ballot Certification indicating if there are write-ins.**
- ☐ Press "Shut Down"
- ☐ "Do you want to shut down the system" Press "Yes"
- ☐ ALL judges sign "Election Summary." Place "Election Summary" & "Write-in Report" into Black Clear Zipper Pouch
- ☐ Flip switch to power off the PBC (Switch in back near power cord)
- ☐ Tilt PBC screen down so it lies flat, press red button underneath PBC screen to release & lower it
- ☐ Fold in black privacy PBC shields and let the PBC lid tilt back
- ☐ Break red TM hammer lock seal in front of PBC screen and open TM door using the barrel key in the TM pouch
- ☐ Take out TM and place in the TM pouch, then relock TM door with barrel key
- ☐ Unplug the PBC from power outlet and back of PBC, fold up cord and store next to PBC screen
- ☐ Latch lid and lock PBC case with silver key
- ☐ Unlock the PBC from the Black Ballot Box with gold key
- ☐ Seal PBC case with green Split Seal (Hole is next to handle)
- ☐ Lift PBC off of the Black Ballot Box and place in the Security Equipment Cage

Shutting down the ADA

- ☐ Press "Manual Entry" and enter Election Day password (Found on orange half-sheet in red folder)
- ☐ Press "Admin" (Upper right corner) Press "Close Voting" (Upper left) Press "Close Voting" (Upper right)
- ☐ "Confirm close voting" Press "Yes" "Reconfirm close voting?" Press "Yes"
- ☐ "Close Report" will print. "Do you want to reprint the report" Press "No"
- ☐ Place "Close Report" in Black Clear Zipper Pouch
- ☐ Flip switch to power off (Switch in back near power cord)
- ☐ Unplug power cord from power source and from back of ADA
- ☐ Place power cord back into the back cubby with headphones
- ☐ Place the ADA keypad and keypad cord in the back cubby (if unwrapped)
- ☐ Pull silver pin out from back of ADA screen and slide bracket out. ADA screen should now lay flat
- ☐ Retrieve ADA lid, line up hinges in the back, close and latch lid
- ☐ Lock ADA case with silver key
- ☐ Seal ADA case with green Split Seal (Next to handle) and place in Security Equipment Cage

Ballot Drop Off

BALLOT DELIVERY SCHEDULE GENERAL MUNICIPAL ELECTION TUESDAY, APRIL 8, 2025

(Where 2 Supervisory Judges take the ballots at the end of the day, in the same car)

TOWNSHIP	PRECINCTS	DELIVERY LOCATION
PRAIRIE	01	Midwest Genealogy Center 3440 S Lee's Summit Rd
PRAIRIE	02, (13,14), (15,16,17,62), 18, 19, 20, (21,22)	First Presbyterian Church 1625 NW O'Brien Rd
PRAIRIE	03, 09, (33,34), (37,38), (40,41,42)	Gamber Center 4 SE Independence Ave
PRAIRIE	(05,06,43), 39, 44, (45,46), (47,48), (54,55,57,59,60)	Richardson Elementary 800 NE Blackwell Rd
PRAIRIE	(07,08), 10, 11, 23, 24, 49, 50	Trailridge Elementary 3651 SW Windemere Dr
PRAIRIE	26, 30	Midwest Genealogy Center 3440 S Lee's Summit Rd
PRAIRIE	(51,53,63), 52	Franklin Smith Elementary 1609 SW Clark Rd
PRAIRIE	(56,64)	Mason Elementary 27600 E Colbern Rd
SNI-A-BAR	(01,02)	Midwest Genealogy Center 3440 S Lee's Summit Rd
SNI-A-BAR	(03,06)	Fire Prairie Upper Elementary 24810 E US Hwy 24
SNI-A-BAR	04, 05, 07, 08, 09, 10, (11,15), (40,51)	Paul Kinder Middle School 3930 NW R D Mize Rd
SNI-A-BAR	(12,14,16,26,29), 17, 20, 21, 22, (34,35,36)	Blue Springs High School 2000 NW Ashton Dr
SNI-A-BAR	24, 25, 27, 30, 31, 37	Franklin Smith Elementary



The Supervisors will take all of the supplies to the drop off location for all the polls in their building.

-Blue Pouches (Deputies delivered in 1st round)

-Black E-Judge Equipment Case
(1 Case per 2 E-Judges)

-ALL White Ballot Boxes (Every Poll will have UNUSED BALLOTS)

-ALL Grey Ballot Carriers
(All poll reports go in one Black Zipper Pouch)

THESE ITEMS COME TO BALLOT DELIVERY LOCATION

**NOT ON THIS LIST
STAYS IN
EQUIPMENT
SECURITY CAGE**

RETURN THESE ITEMS TO THE BALLOT DELIVERY LOCATION:

- A. BLUE POUCH CONTAINING:**
 - 1. SUPPLEMENT BOOK(S)
 - 2. CURBSIDE VOTING BOOK
 - 3. COMPLETED FORMS ENVELOPE
 - 4. POLL KEY IN RED POUCH (WHEN APPLICABLE)
- B. BLACK E-JUDGE EQUIPMENT CASE**
 - 1. TABLETS – 2 PER CASE
 - 2. CHARGERS – 2 CHARGER BOXES AND 2 CHARGER CORDS
 - 3. STYLUS – 4 PER CASE
 - 4. MICROFIBER CLOTH & CLEAR SUPPLY POUCH
- C. WHITE BALLOT BOXES CONTAINING:**
 - 1. UNUSED BALLOTS
 - 2. SPOILED BALLOT ENVELOPE
- D. GREY BALLOT CARRIER(S) CONTAINING:**
 - 1. VOTED BALLOTS (ON BOTTOM OF GREY CARRIER)
 - 2. ORANGE PROVISIONAL BAG
 - 3. HEADER BALLOT ENVELOPE
 - HEADER BALLOT
 - 4. CLOSING BALLOT ENVELOPE
 - WITH CLOSING BALLOT ENCLOSED
 - 5. PLACE ITEMS BELOW IN BLACK CLEAR ZIPPER POUCH
 - PBC TM & KEYS IN CLEAR BROWN POUCH
 - BALLOT CERTIFICATION FORM
 - PAYROLL ENVELOPE
 - ALL REPORTS FROM MACHINES: MACHINE INFO, OPENING REPORTS, & CLOSING REPORTS
 - WRITE-IN REPORT (WHEN APPLICABLE)

DO NOT FORGET THE TM!!!



Your Closing Checklist will walk you through closing down your PBC unit and how to pull the TM out.

SIGNS

JCEB would appreciate if someone would collect all signs on poll property after closing...

Please place near or against Grey Security Equipment Cage

(This has been added to your Closing Checklist)



Know where you are going...



FALCO, CARL
R SUP
SN-20 CALVARY BAPTIST CHURCH

APRIL 8, 2025

ELECTION DAY PHONE NUMBERS

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

ALL OTHER PROBLEMS CALL
(816-325-4690)

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-????



Thank you, Standbys



Angry Voters & De-Escalation



- Please speak calmly & demonstrate empathy
- Monitor your volume & avoid raising your voice
- Speak slowly because it's more understandable
- Respect personal space & avoid touching the voter

If you think it would help the situation by calling JCEB, we would happily talk to the voter and discuss the issue and how it will be resolved.

Urgent Situations:



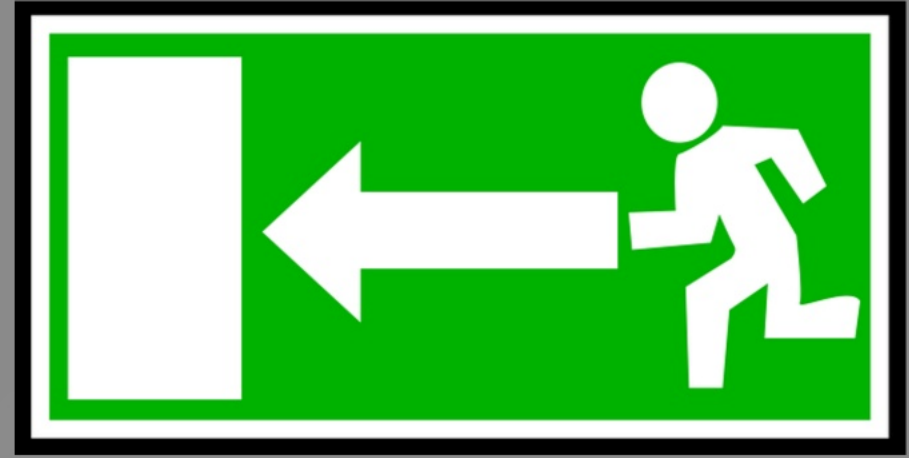
If the situation is urgent enough and you feel threatened, please call 911.

This includes:

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

If you think it would help the situation by calling JCEB, we would happily try to defuse or de-escalate the situation OR we could send out JCEB Deputies.

Should an evacuation occur :



- Do I really need to evacuate? Maybe a false alarm?
- Secure ballots and ballot box
- Secure equipment including tablets, ADA, and PBC
- Stand outside together
- Supervisors should be the main point of contact for first responders
- Wait for instructions from JCEB, the poll, or first responders

Judge Clerks



Republicans

Jessica Johnson
jjohnson@jcebmo.org



Democrats

Chuck Harris
charris@jcebmo.org

Cancellations go to them



GET ALONG



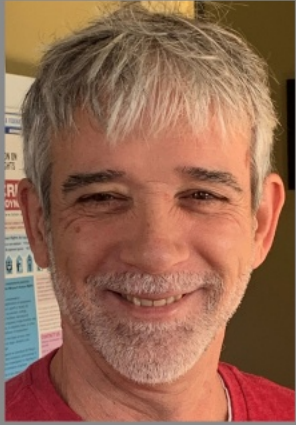
It is important that we get along with voters on election day, this means being nice, courteous, and helpful!

Please get along with fellow judges, it is a LONG day!

We are there to serve the voters of Eastern Jackson County - they come first.

JCEB's #1 goal is to conduct safe, free, fair, and transparent elections!

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



Chuck & Jessica Reminders:



- **Cage Code will be texted to the SUPERVISORS Monday, April 7th, AFTERNOON (or a phone call if you do not get texts)**
- **List of who is assigned to the poll will be emailed to the SUPERVISORS Monday, April 7th, AFTERNOON**
- **Supervisors: some may be bumped down. Regular Judges may be bumped up if willing!**
- **Next election? Pending: Either August or November**

QUESTIONS?

Email: cfalco@jcebmo.org



This presentation can be found on our
website under "Election Workers"

jcebmo.org

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

JUDGE TRAINING

for April 8, 2025

Municipal Election

Basics

Type of
Polls

Setup

Judge Table,
PBC & ADA

Electioneers,
Challengers,
& Watchers

Provisional,
Curbside,
& Closing

Trainer: Carl Falco
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