



Los Angeles County Registrar-Recorder/County Clerk

August 28, 2020

Dear Parent/Guardian:

With your permission, your child's high school and the Registrar-Recorder/County Clerk would like to encourage your child to volunteer as a student election worker for the upcoming November 3, 2020 Presidential General Election.

All students who are placed will be given a 3-day work assignment. Students are also required to attend a 5-hour in-person training session and a 3-hour online training class prior to their assignment. Students will serve with other members of your community at the vote center. Students are expected to be present at the vote center from 9 a.m. to 8 p.m. Saturday and Sunday and 6 a.m. to approximately 9:30 p.m. on Election Day. Students are responsible for providing their own transportation to and from training and the vote center on their assigned day(s). For the convenience of both students and parents, students are assigned to a vote center in close proximity to their home or school.

In addition to gaining an invaluable learning experience about the democratic process, students receive \$100 each day they serve as an election worker and an additional \$80 bonus for attending training. The stipend is mailed 4-6 weeks following the election.

Rewards of the Student Election Worker Program

- Hands-on introduction to the democratic process
- Students can earn community/service learning credit
- Students are more likely to become lifelong voters
- Students earn \$380 for their 3-day assignment and attending training
- Student participation looks great on college/scholarship applications and resumes
- Students gain satisfaction from helping out their community

In order to be considered for this program, students must complete the attached Student Election Worker Consent Form and obtain parent and teacher signatures. Then they must complete the online Student Election Worker Application and attach the consent form before submitting. Positions are limited so please apply as soon as possible. If for some reason your child is unable to participate after they have been assigned to a vote center, please have your child call our office immediately. If you have any questions or concerns about the Student Election Worker Program, please call Joseph Canal at (562) 462-2840. We look forward to your child's participation!

Sincerely,

Elizabeth Bejarano
Pollworker Training & Outreach Manager



STUDENT ELECTION WORKER PROGRAM

STUDENT ELECTION WORKER CONSENT FORM

Presidential General Election: November 3, 2020

Application Deadline: September 18, 2020

INSTRUCTIONS - HOW TO APPLY AS A STUDENT ELECTION WORKER

Please ensure this consent form is filled out completely by you, your parent/guardian, and your teacher.

Save the PDF file onto your device. If you're filling out a paper form, you can scan it as a PDF file. You can also take a picture in JPEG or PNG format. Please ensure the image is clear and legible.

Go to the link <https://www.vote4la.com/pollaccess/PollWorkerReview.aspx?StudentApplicant> to apply as a Student Election Worker.

Fill out the online application and upload this form in the attachment box. Once you've completed the application, click submit.

PLEASE PRINT CLEARLY (*Must Complete All Required Fields)

Consent Form#: _____

STUDENT			
*FIRST NAME:	M.I.	*LAST NAME:	
*HIGH SCHOOL:			*GRADE:
I certify that I meet the legal requirements listed below to qualify as a participant in the Student Election Worker Program:			
REQUIREMENTS			
<input checked="" type="checkbox"/> Be at least 16 years of age at the time of the election.			
<input checked="" type="checkbox"/> Be a U.S. Citizen or a legal permanent resident (green card holder).			
<input checked="" type="checkbox"/> Have a GPA of at least 2.5 on a 4.0 scale.			
<input checked="" type="checkbox"/> Be in good standing and attend a public or private secondary educational institution.			
*STUDENT SIGNATURE: _____		*DATE: _____	

*All students must have Parent/Guardian and Teacher signature for application to be processed.
This includes high school students 18 years and older.*

PARENT
*NAME:
*EMERGENCY PHONE NUMBER(S) ON ELECTION DAY:
This is to certify that I have read the parent letter and give permission for my daughter/son, named above, to serve as a student election worker.
*PARENT/GUARDIAN SIGNATURE: _____
DATE: _____

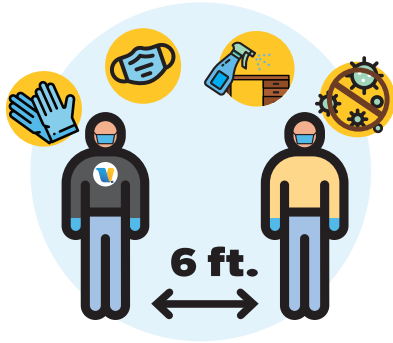
TEACHER
*NAME:
*HIGH SCHOOL:
*E-MAIL:
I certify that, to the best of my knowledge, the above named student meets all of the requirements listed above for the Student Election Worker Program.
*TEACHER SIGNATURE: _____
DATE: _____

**If you have any questions, please call the Student Election Worker Program at (562) 462 - 2840
Email: studentelectionworker@rcc.lacounty.gov**



SAFE PRESIDENTIAL ELECTION PLAN

The Los Angeles County “Safe Presidential Election Plan” aligns with California’s “Election Administration Guidance under COVID-19.” Each was developed in consultation with relevant health authorities using the best public health information available, including guidance provided by the U.S. Centers for Disease Control and Prevention (CDC) and California public health officials.



The Los Angeles Registrar-Recorder/County Clerk (RR/CC) will:

- Develop a voting location-specific protection plan.
- Train workers on measures to limit the spread of COVID-19, including screening themselves for symptoms and staying home when necessary.
- Establish prevention and self-screenings measures for workers.
- Establish and communicate physical distancing guidelines.
- Implement hand-washing, face covering and disinfection protocols.

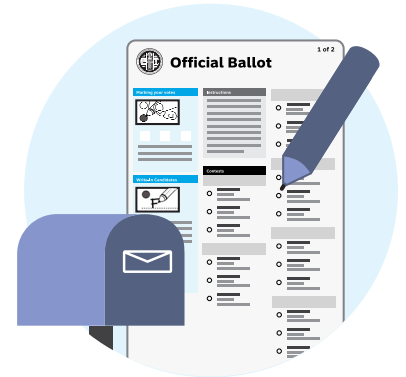
FOR VOTERS

All registered voters will be mailed a Vote by Mail ballot.

L.A. County will encourage voters to stay home and vote using their mail-in ballot. However, for some individuals it will still be preferable to vote in person. Wherever in-person voting is offered, we will follow the State and County’s public health and safety guidance to provide a safe voting environment.

COVID-19 Information for Voting In-Person:

- Voters should wear a face covering while at the vote center or waiting in line.
- Face coverings and gloves will be available for voters if requested.
- Hand sanitizer will be provided upon entry and exit of the Vote Center. Hand sanitizer will also be available at key stations during the voting process.
- Social distancing will be enforced while waiting in line and throughout the check-in and voting process.
- ePollbooks and Ballot Marking devices will be sanitized after every voter.
- Voters will be encouraged to take measures to speed up their election process to limit their time in the Vote Center. This includes verifying voter registration in advance, using the Interactive Sample Ballot (ISB) to pre-mark selections, and bringing their Sample Ballot to speed up the voter check-in.
- Voters will be encouraged to take advantage of early voting and vote at off-peak times if possible.
- Curbside voting will continue to be available for voters who are unable to enter the Vote Center.



***Vote Safely
at Home,
Make Your
Voice Heard!***



FOR ELECTION WORKERS

Election Workers will be trained to implement the following guidelines:

- Follow prevention measures while at home to help limit the spread of COVID-19.
- Do not come to the Vote Center if diagnosed with COVID-19, symptomatic, or in contact with a positive patient in prior 14 days.
- Confirmation of self-screening as part of daily worker sign-in.
- Wash hands frequently or use hand sanitizer where soap and water are unavailable.
- Wear protective equipment including face coverings, face shields, and gloves.
- Establish non-contact norms so workers avoid greeting co-workers and voters with physical contact: "Distancing starts at hello."
- Frequently sanitize work items and commonly used surfaces.
- Sanitize ePollbooks and Ballot Marking Devices before start of day, after each voter, on an hourly schedule, and at closing time.
- Minimize the handling of shared objects.
- Limit nonessential visitors to the Vote Center.
- Take special care to disinfect equipment before use by voters with disabilities because they may interact with the equipment in different ways, and some may have unique health vulnerabilities. Accessibility controls for voting equipment will be cleaned before and after each use.
- Single-use disposable ear covers for device headphones will be provided and replaced after each use.

VOTE CENTER LAYOUT

- A custom Vote Center layout will be created for each location that ensures 6ft physical distance throughout the Vote Center to the extent possible.
- One-directional foot traffic.
- Separate routes for entry and exit where possible.
- Doors propped open.
- Windows will be opened to increase air circulation where possible.
- Check-in stations and Ballot Marking Devices will be placed to create physical distance.
- Each vote center will have a stop station at the entrance where voters will be provided with hand sanitizer. Masks and gloves will be available for voters if needed. An election worker will be stationed here to remind voters of special precautions.
- If weather permits, the number of voters in the facility will be limited by moving lines outdoors.

SIGNAGE

- Signage to remind voters, observers and workers of physical distancing, face coverings, and updated foot traffic patterns.
- Clear signage to indicate appropriate distances.
- Posted at entrances and highly visible locations.
- Visual cues (e.g., floor markings, colored tape, or signs) will be deployed to remind workers and voters of appropriate distancing.

MEDIA, SOCIAL MEDIA AND DIRECT COMMUNICATION

The County's media campaign will include the following components:

- Voting by mail is a safe choice to avoid exposure to COVID-19 while voting.
- There are alternatives to provide a ballot replacement or to help you cast a ballot without entering a voting site including procedures for requesting a replacement, drop boxes and curbside voting.
- If you must enter a voting location, please:
 - Wear a face covering.
 - Maintain physical distance of at least 6ft from people not from your household.
 - Use hand sanitizer before approaching the check-in station and after voting.
 - Follow any additional guidance provided at the voting location.

This plan serves as a baseline. The RR/CC Safe Presidential Election Plan will continue to grow and expand as new guidance and recommendations continue to come out.