

**ORDER OF TRUSTEE ELECTION
ALLEN INDEPENDENT SCHOOL DISTRICT**

STATE OF TEXAS §
 §
COUNTY OF COLLIN §

1. Pursuant to Texas Education and Election Codes, and in accordance with the laws and Constitution of the State of Texas, the Board of Trustees (“Board”) of the Allen Independent School District (“District”) in Collin County, Texas, hereby calls and orders a general election to be held on the **2nd day of May 2026**, for the purpose of electing two (2) trustees to the Board of the District for the following positions and terms:

Position 6 – three-year term; and
Position 7 – three-year term;

2. Pursuant to Section 11.0581 of the Texas Education Code, as amended, and Chapters 31 and 271 of the Texas Election Code, this election shall be conducted as a joint election with Collin County and the City of Allen, as well as Allen Independent School District. The County Elections Administration Office, 2010 Redbud Blvd, Suite 102, McKinney, Texas 75069 is hereby designated as the main early voting place, and Kaleb Breaux, is hereby appointed early voting clerk for the election. Requests for ballots by mail should be directed in writing to:

Mr. Kaleb Breaux, Early Voting Clerk
County Elections Administration Office
2010 Redbud Blvd, Ste 102
McKinney, Texas 75069
Email: election@collincountytexas.gov
Telephone: 972-547-1990

3. Requests for ballots by mail must be received no later than April 20, 2026, before the close of regular business or 12 noon, whichever is later. Early voting by personal appearance will be held on Monday, April 20, 2026, through Tuesday, April 28, 2026, from 8:00 a.m. to 5:00 p.m. on each day that is not a Saturday or Sunday.

4. Mr. Kyle Penn is appointed Chief Election Official for the District. He is hereby authorized, in conjunction with the Superintendent, to make all arrangements necessary for the holding of said election and to serve as the District’s representative for the purpose of coordinating with the election officials from Collin County, and the City of Allen to conduct the election in accordance with the laws of this State.

5. All requests by candidates to have their names placed on the ballot for the general election shall be in writing and signed by the candidate and filed with Kyle Penn, Elections Administrator, at the Allen ISD Administration Building, 612 E. Bethany Road, Allen, Texas 75002, along with any other information required by law. Applications for the general election may be filed on or after January 14, 2026, through February 13, 2026, by 5:00 p.m. The regular office hours for Kyle Penn beginning January 14, 2026, will be 8:00 a.m. to 4:30 p.m., Mondays through Fridays. Mr. Penn’s office shall be open from 8:00 a.m. until 5:00 p.m. on the last day to file.

6. The order in which the names of the candidates are to be printed on the ballot shall be determined by a drawing held in the lobby of the Administration Building as provided by Section 52.094 of the Texas Election Code, as amended. Mr. Penn shall post a notice of the date, hour, and place of the drawing on the bulletin board used for the notices of meetings of the Board of Trustees of the District. The notice shall remain posted continuously for seventy-two (72) hours immediately preceding the scheduled time of the drawing. Mr. Penn shall also mail notice of the date, hour, and place of the drawing to each candidate, at the mail address stated on the candidate's application for a place on the ballot, not later than the fourth (4th) day before the day of the drawing. Each candidate involved in the drawing, or a representative designated by him or her, shall have a right to be present at the drawing and to draw for a position on the ballot.

7. The candidate receiving the highest number of votes for each respective position shall be deemed to be elected and be entitled to serve as trustee.

8. All election materials including the notice of election, ballots, instruction cards, affidavits, and other forms which the voter may be requested to sign, and all early voting materials, shall be printed in English and Spanish, or Spanish translations thereof shall be made available in the circumstances permitted and in the manner required by law.

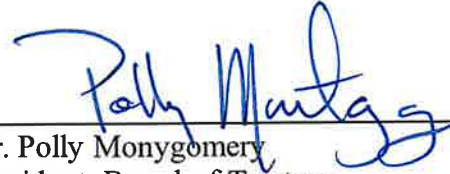
9. The results of the election shall be canvassed by the Board of Trustees not earlier than May 5, 2026, or later than May 13, 2026, at a meeting called by the Board of Trustees in accordance with the requirements of the Texas Open Meetings Act. However, the canvass may not be conducted until the ballot board has verified and counted all provisional ballots, if a provisional ballot has been cast in the election and counted all timely received mailed domestic ballots cast from addresses within the United States, and all timely received mailed ballots cast from addresses outside the United States. Notice of Canvass must be posted at least 72 hours continuously before the canvass is conducted.

10. A substantial copy of this order shall serve as proper notice of said election, with the exception that the notice shall also include the location of each early voting and election-day polling place established by Collin County. The notice, including a Spanish translation, shall be published at least one time not more than thirty (30) days or less than ten (10) days before the day of the election in a newspaper of general circulation in the District and posted not later than the 21st day (Saturday, April 11, 2026) before the election and remain posted continuously through election day on the bulletin board used for the notices of meetings of the Board of Trustees of the District. The District shall also deliver notice of this election to the Collin County Clerk not later than the 60th day (Tuesday, March 3, 2026) before the election.

11. Said election shall be held in accordance with the Texas Election Code, as amended, and Texas Education Code, and only resident qualified voters of the Allen Independent School District shall be eligible to vote at said election.

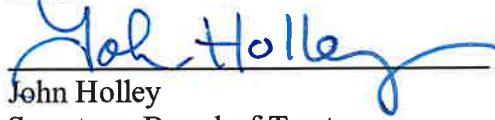
12. The polling places for this election shall be open for voting from 7:00 a.m. to 7:00 p.m. on Election Day. In accordance with Chapter 43 of the Texas Election Code, as amended, the Board of Trustees hereby designates as polling places for the election the regular county polling places in Collin County election precincts that contain territory from the District identified in the District's notice of election. The timings and locations for early voting and election-day in Collin County are listed below (see Exhibit A).

PASSED AND APPROVED, this 20th day of January, 2026.



Dr. Polly Montgomery
President, Board of Trustees
Allen Independent School District

ATTEST:



John Holley
Secretary, Board of Trustees
Allen Independent School District

(District Seal)

EXHIBIT "A"

EARLY VOTING - Early voting by personal appearance will be conducted as follows:

Monday	Tuesday	Wednesday	Thursday	Friday
April 20, 2026 8:00 a.m. – 5:00 p.m.	April 21, 2026 8:00 a.m. – 5:00 p.m.	April 22, 2026 8:00 a.m. – 5:00 p.m.	April 23, 2026 8:00 a.m. – 5:00 p.m.	April 24, 2026 8:00 a.m. – 5:00 p.m.
April 27, 2026 8:00 a.m. – 5:00 p.m.	April 28, 2026 8:00 a.m. – 5:00 p.m.			

ELECTION DAY – SATURDAY, MAY 2, 2026: 7:00 a.m. – 7:00 p.m.

Dates	Locations	Days	Hours
TBD	TBD	Saturday	7:00 a.m. – 7:00 p.m.