

## SEAT CURRICULUM MEETING

December 12, 2007

Nevada, IA

Present: Marge Pitts, Chairperson, Clay County  
Renee McClellan, Hardin County  
Dawn Williams, Marshall County  
Vicki Ritz, Secretary, Woodbury County  
Patrick Gill, Woodbury County  
Alan Vandehaar, ISU

Others Present: Karen Squiers, Marshall County; Phyllis Dean, Wapello County, and Dennis Parriott, Jasper County

Marge Pitts, Chairperson called the meeting to order.

Motion by Dawn Williams second by Renee McClellan to approve the agenda. Carried 6-0

Marge reported that her and Ken Kline will visit with Mike Mauro, Secretary of State in regard to the status of the SEAT program.

Committee reviewed classes and instructors for SEAT Core Session III to be held January 15-18, 2008.

- Handling Issues of Election Day – Sandy Steinbach
- Case Studies on Election Date Issues – Alan Vandehaar
- Partisan Nominations & Primary Elections – Sandy Steinbach
- Absentee Voting: Issuing & Returning – Vicki Ritz
- General Elections – Sandy Steinbach
- Absentee Voting: Special Precinct Board/After Election – Vicki Ritz
- Others involved in Elections – Need clarification & Instructor, contact Sandy or Pat Gill will cover if needed
- Role of the Press – Barbara Mack
- NCOA – Contact SOS Office
- Canvassing Elections – Contact Kyle Jensson
- Vacancies in Elected Office – Sandy Steinbach
- Understanding & Addressing Controversy – Don Broshar, ISU Extension
- Ethics Simulation – Charles Smithson

Materials need to be sent to Alan by December 19<sup>th</sup> for them to prepare.

Dawn recommended a class taught by Kathleen Hale on the Federal Impact on Elections and Voter Registration at the Election Center CERA class for a SEAT Continuing Ed Class.

Pat Gill recommended a class on Election Law Updates for a Continuing Ed Class.

Meeting was adjourned.