

**Notice 8422**

Facilities and Transportation Services  
Community Use  
Effective 10-01-09

**FACILITIES**

**Leasing and Community Use of Facilities**

**Community Use of School Facilities as Polling Places, November 3, 2009; General Election**

**I. PURPOSE**

To provide a list of the 161 school facilities that have been made available to the Fairfax County Electoral Board as polling places for the general election to be held on Tuesday, November 3, 2009, (see attachment) and to supply related information.

This notice is effective through November 3, 2009.

**II. RESPONSIBILITIES**

Responsibilities associated with the use of school facilities as polling places are set forth in the current version of Regulation 8422. Attention is called to the paragraphs pertaining to requirements for the display of flags, times the facilities are open to election officials, and the availability of telephone service to election officials.

Polling activities for this election must be located in either the gym or the cafeteria. Keep in mind Americans With Disabilities Act (ADA) compliance when choosing a location. Federal law requires that polling places be accessible to handicapped and elderly voters; therefore, the voting room assigned should be accessible from the handicapped entrance to the building. Election officers will put up signs to reserve parking spaces for handicapped voters near that entrance.

Parking spaces are to be reserved for voters. Principals should direct school bus drivers to park buses off site on the day elections are held.

Voters do not need to sign in at the main office. If your school has a door access system, please deprogram the door(s) used by the voters. If you do not want to disable the door(s) on election day, then you must post someone near the door(s) because state law prohibits anything that may impede the voters. A school should not plan a fire drill on any election day.

Virginia Election Law 24.2-604 banning campaigning within 40 feet of any entrance to the polling place applies to soliciting for charitable causes as well. Please locate cookie and coffee sales for PTA, scouts, and other fund-raisers outside the building beyond the 40-foot restricted area line.

The Office of Elections has advised that warehouse personnel will move voting equipment from the warehouse to schools between October 20 and October 27, 2009. Custodians should be advised that Electoral Board personnel will visit each location on or before November 2, 2009, between the hours of 9 a.m. and 7 p.m., to verify that the correct equipment has arrived. Voting equipment will be picked up for storage between November 4 and November 13, 2009.

In addition to the election cart that contains the voting equipment, the warehouse personnel will also deliver one or two large empty black ballot bin(s) with the cart.

Each polling location listed on the attachment is authorized two hours custodial overtime. Schools must be opened at 5 a.m., and outside lights must be turned on. Please check your exterior lighting prior to the polling date to ensure that all lights are working properly.

It is requested that a custodian in each school facility be advised on this subject and be prepared to direct the Electoral Board staff to the proper location for the equipment within each facility.

Legal Reference: Virginia Election Law 24.2-604

See also the current version of: Regulation 8422, Community Use of School Facilities as  
Polling Places

Attachment

FAIRFAX COUNTY PUBLIC SCHOOLS

**FAIRFAX COUNTY SCHOOLS USED AS POLLING PLACES  
GENERAL ELECTION, NOVEMBER 3, 2009  
(Keep in mind ADA compliances when determining location)**

<u>Elementary Schools (121)</u>	<u>Parking Spaces Allotted</u>	<u>Elementary Schools (continued)</u>	<u>Parking Spaces Allotted</u>
Aldrin	10	Garfield	10
Annandale Terrace	10	Glen Forest (2 precincts)	10
Armstrong (2 precincts)	10	Graham Road	10
Bailey's (2 precincts)	10	Great Falls	10
Beech Tree	10	Greenbriar East	10
Belle View	10	Greenbriar West	10
Belvedere	10	Groveton	10
Braddock	10	Gunston	10
Bonnie Brae	10	Haycock	10
Bren Mar Park	10	Hayfield	10
Brookfield	10	Herndon	10
Bull Run	10	Hollin Meadows	10
Bush Hill	10	Hunt Valley	10
Camelot	10	Hunters Woods	10
Cameron	10	Hutchison	10
Canterbury Woods (2 precincts)	15	Hybla Valley	10
Cardinal Forest	10	Island Creek	10
Cedar Lane	10	Keene Mill	10
Centre Ridge	10	Kent Gardens	10
Centreville	10	Kings Park	10
Cherry Run	10	Lake Anne	10
Chesterbrook	10	Lane	10
Churchill Road	10	Laurel Ridge	10
Clearview	10	Lees Corner (2 precincts)	15
Clermont	10	Lemon Road	10
Clifton	10	Little Run	10
Colvin Run	10	London Towne (2 precincts)	15
Crestwood	10	Lorton Station	10
Cub Run	10	Lynbrook	10
Cunningham Park	10	Mantua	10
Deer Park	10	McNair	10
Dogwood	10	Mosby Woods	10
Eagle View	10	Mount Eagle (2 precincts)	15
Fairfax Villa	10	Mount Vernon Woods	10
Fairhill	10	Navy	10
Fairview	10	Newington Forest	10
Flint Hill	10	North Springfield (2 precincts)	15
Floris	10	Oak Hill	10
Forest Edge	10	Oak View	10
Forestville	10	Olde Creek	10
Fort Hunt	10	Orange Hunt	10
Fox Mill	10	Parklawn	10
Franconia	10	Pine Spring	10
Franklin Sherman	10	Poplar Tree	10
Freedom Hill	10		

<u>Elementary Schools (continued)</u>	<u>Parking Spaces Allotted</u>	<u>Secondary Schools (4)</u>	<u>Parking Spaces Allotted</u>
Powell	10	Hayfield	10
Ravensworth	10	Lake Braddock (2 precincts)	15
Riverside	10	Robinson	10
Rolling Valley	10	South County	10
Rose Hill	10		
Sangster	10		
Saratoga (2 precincts)	15	<u>High Schools (15)</u>	
Shreveewood	10	Centreville	10
Silverbrook (2 precincts)	15	Falls Church	10
Sleepy Hollow	10	Herndon	10
Spring Hill	10	Langley (2 precincts)	15
Stenwood	10	Lee	10
Stratford Landing	10	Madison	10
Sunrise Valley	10	Marshall	10
Terra Centre	10	McLean	10
Terraset	10	Oakton	10
Timber Lane	10	South Lakes	10
Virginia Run	10	Stuart	10
Wakefield Forest	10	Thomas Jefferson High School for Science and Technology	10
Waples Mill	10	West Potomac	10
Washington Mill	10	West Springfield	10
Waynewood	10	Woodson	10
Westbriar	10		
Westgate	10		
Westlawn	10		
West Springfield	10		
White Oaks	10		
Willow Springs	10		
Wolftrap	10	<u>Other School Facilities (8)</u>	
Woodburn	10	Bryant Alternative High School	10
Woodlawn	10	Devonshire Center	10
Woodley Hills	10	Lacey Center	10
		Leis Instructional Center (2 precincts)	15
		Mountain View Alternative High School	10
<u>Middle Schools (13)</u>		Pimmit Hills Schools	10
Cooper	10	Sprague Technology Center	10
Franklin	10	Virginia Hills Center	10
Herndon	10		
Holmes	10		
Irving	10		
Jackson	10		
Kilmer	10		
Longfellow	10		
Poe	10		
Rocky Run	10		
Stone	10		
Thoreau	10		
Whitman	10		