



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING

GRETCHEN WHITMER  
GOVERNOR

MICHAEL F. RICE, Ph.D.  
STATE SUPERINTENDENT

## **MEMORANDUM**

**DATE:** October 16, 2020

**TO:** Local and Intermediate School District Superintendents  
Public School Academy Directors

**FROM:** Michael F. Rice, Ph.D., State Superintendent  
-and-  
Jocelyn Benson, Michigan Secretary of State

**SUBJECT:** Educators - Make a Plan to Vote

As the November 3 general election nears, we ask for your help in encouraging district support staff, teachers, administrators, and students to prioritize safe voting by making a plan to vote.

Voting is a fundamental right and civic duty. We need your help to make sure all voters know how to make their voices heard safely this year. In these uncertain times, Michigan voters deserve to know with certainty that their votes will be counted and secure.

Below you will find resources, including a digital toolkit along with useful links, to share via your district's communication channels. **Please use these resources to encourage every person in your community to make a plan to vote.** As a trusted leader in your community, we are grateful in advance for your help in sharing trusted, nonpartisan information with your districts. Students, staff, and community members can visit [Michigan.gov/Vote](https://Michigan.gov/Vote) for reliable election information.

Note: **Oct. 19 is the last day to register to vote online or via mailed paper form.** Please include an alert about this important upcoming deadline in your communications. After that date, new voters can register in person with their clerk up until 8 p.m. on Election Day. You can learn more at [Michigan.gov/Vote](https://Michigan.gov/Vote).

Thank you for your leadership in this challenging time.

Jocelyn Benson  
Michigan Secretary of State

Michael F. Rice, Ph.D.  
State Superintendent

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## **Resources and Tools**

- [Make a Plan to Vote Digital Toolkit](#)
  - Social media messages and images
  - Vote from Home and Safe Voting options flyer
- [Register to vote online by Oct. 19](#)
- [Michigan.gov/Vote, the Michigan Voter Information Center](#)
  - Check your voter registration status
  - Find your election clerk
  - Find a drop box in your voting jurisdiction
  - Track your absentee ballot
  - Find your polling place
  - View a sample ballot before an election
- [Voter Education Videos](#)
- [Create a Voter Registration Page for Your School \(Before Oct. 19\)](#)
- [Classroom: Michigan Youth Civic Engagement](#)

cc: Michigan Education Alliance  
Confederation of Michigan Tribal Education Directors