

Fresno Teachers Association 2009 Director at Large 2009 State Council Delegate

Election Timeline and Procedures

- Feb. 3** Election Committee Recommendations brought to FTA Executive Board
- Feb. 4** Announcement of vacancies, Declaration of Candidacy form, Election Timeline and Procedures sent to sites and posted on website.
- Feb. 10** Presentation of Election Timeline and Procedures to the Rep Council
- Mar. 6** Declaration of Candidacy forms for Director-at-Large and State Council Delegate are due to the FTA Office by 5:00 p.m.
Letter will be sent to candidates acknowledging receipt of self nomination.
- Mar. 9** FTA Rep Council meeting – nominations may be made from the floor for any open position.
- Mar. 12** Candidate meeting at the FTA Office at 4:00 p.m. for purpose of briefing candidates on election process and answering questions.
- Mar. 12** Notification of acceptance of nomination from the floor due to FTA Office by 4:30 p.m. Letters acknowledging receipt of nomination acceptance will be sent by Elections Committee.
- Mar. 16** Candidate statement for inclusion in the elections edition of *The Link* is due in the FTA office by 5:00 p.m. Campaign statements must not exceed 250 words; any words in excess of 250 will be deleted. Submitted statements should be typed, proofread and sent to FTA electronically (e-mail), faxed or hand delivered. Candidates must submit separate 250 word statements for each position for which they are running. If candidates have a photograph they wish published, it is to be submitted with the campaign statement (make sure it is clear with good contrast).
- If the candidate does not submit a statement, this will be noted in *The Link* in the location where the candidate's name appears. Photographs and statements of candidates will appear in *The Link* according to the current official CTA alphabet:
Q Z C V M Y E H D X G P T B F N P L W J S A I O U R K
Ballots will be prepared with candidate names for proofing by Elections Chair.
- Mar. 27** Any candidate materials to be delivered by FTA courier must be at the FTA Office by 5:00 p.m.
- Mar. 31** Deadline for establishment of membership list. Bargaining unit members must be designated as FTA members in good standing in order to receive a ballot for this election, as of March 31, 2009.
- Apr. 1** Candidate provided materials along with election edition of *The Link* to be picked up by courier for distribution to school sites.

- Apr. 2** Master list of active membership for use by Elections Committee is Prepared.
- Apr. 2** FTA Office staff starts filling the Official member envelopes with: one ballot, one instruction sheet, one privacy envelope, and one postage-paid return envelope addressed to the independent agent.
- Apr. 14** Elections Committee checks outgoing ballots and approves for mailing.
- Apr. 15** Ballots sent via US Mail.
- Apr. 30** **BALLOT DEADLINE** Ballots must be received at the independent agent's office by the last US Mail delivery of the day in the provided postage paid envelope.
- May 1** Ballot verification and counting will take place at the FTA Office.
- May 4** Election results will be posted at the FTA Office and mailed to the faculty representatives. In accordance with FTA Standing Rules, faculty representatives shall post results at the school site as soon as results are received (within two school days).
- May 11** The Elections Committee will report the official results of the election to the Representative Council.
- May 11** A challenge to the election must be received in the FTA Office no later than 5:00 p.m. unless there is a run off election. *All challenges must be submitted on the official challenge form provided by the Elections Committee.
- May 18** If run-off election is necessary, the ballots will be sent via school mail.
- May 29** All runoff ballots are due back to the FTA Office by 5:00 p.m. Ballots will be counted at this time.
- June 1** Results will be posted at the FTA Office and mailed to the faculty representatives. In accordance with FTA Standing Rules, faculty representatives shall post results at the school site as soon as results are received (within two school days).
- June 8** If run-off election was held, any challenges to the election must be received by the FTA Elections Committee Chair by 5:00 p.m. All challenges must be submitted using the official challenge form provided by the FTA Elections Committee.

*If a run-off is necessary for any race in this election no challenge can be initiated until the run-off has been completed.