



# Fresno Teachers Association

## Director At Large Special Election

Bylaws, IX. Executive Board, E. A vacancy in a director-at-large position shall be declared to exist by the official action of the executive board in the case of...resignation... If there is a vacancy occurring, a special election to fill the vacancy shall be held within 30 days.

## Election Timeline and Procedures Spring 2018

- Apr 16 Presentation of Election Timeline and Procedures to the Executive Board and Rep Council.
- Apr 17 Announcement of Vacancies, Declaration of Candidacy form, Election Timeline and Procedures sent to school sites, posted on website, and sent via FTA Connect.
- April 26 Declaration of Candidacy forms for FTA Director at Large are due to the FTA Office by 5:00 p.m. Letters will be sent to candidates acknowledging receipt of self-nomination form.
- April 26 Candidate meeting at the FTA Office at 5:00 p.m. for the purpose of briefing candidates on election process and answering questions. Candidates not attending the meeting may pick up the packet. Materials will be held at the FTA office.  
Distribution of candidate materials/information will be governed pursuant to CTA's Requirement for Chapter Elections Procedures Sections V Campaign Finances and Use of Unit Resources and Section VI Candidates' Statements.
- April 30 Candidate statements are due to FTA 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 emailed to [electionscommitteechair@fresnoteachers.org](mailto:electionscommitteechair@fresnoteachers.org). If candidates have a photograph they wish published, it is to be submitted with the campaign statement.
- Photographs and statements of candidates will appear according to the current official CTA alphabet:  
B F Z T O X M G A C N L W Q D U J K E V I H R Y P S
- April 30 Ballots will be prepared with candidate names for proofing by Elections Chair.
- April 30 Campaign materials approved by Elections Chair and Executive Director.
- April 30 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 May 7, 2018.
- May 01 Send the membership list to the electronic voting vendor and request the vendor open voting on May 7<sup>th</sup>.
- May 02 Any candidate materials to be delivered must be at the FTA Office by 5:00 p.m.
- May 07 Electronic voting opens at 9:00 a.m. and on-site (at FTA) paper voting opens at 9:00 a.m.**
- May 14 Notification of observer due to [electionscommitteechair@fresnoteachers.org](mailto:electionscommitteechair@fresnoteachers.org) by 5:00 p.m.
- May 15 Electronic voting closes at 5:00 p.m. and on-site (at FTA) paper voting closes at 5:00 p.m.**
- May 15 Ballot verification and counting will take place at the FTA Office at 5:00 pm. The President and candidates will be called once the election results have been verified. Upon verification of the results they will be posted on the FTA Office door.

- May 16 Election results will be emailed to the faculty representatives.
- May 21 If a run-off election is necessary, **electronic voting and on-site (at FTA) paper voting opens at 9:00 am.**
- May 24 Notification of observer due to [electionscommitteechair@fresnoteachers.org](mailto:electionscommitteechair@fresnoteachers.org) by 5:00 p.m.
- May 25 **RUN-OFF BALLOT DEADLINE – Electronic voting and on-site (at FTA) paper voting closes at 5:00pm.**
- May 25 Run-Off Ballots will be counted and candidates will be called with results.
- May 29 Results will be posted at the FTA Office, on FTA’s website and emailed to the faculty representatives. An FTA Connect will go out to all members who FTA has a personal email address.
- Jun 01 Any challenge to the election must be received by [electionscommitteechair@fresnoteachers.org](mailto:electionscommitteechair@fresnoteachers.org) no later than 5:00 p.m. unless there is a run-off election. \*All challenges must be submitted using the official challenge form provided by the FTA Elections Committee.
- Jun 07 If run-off election was held, any challenge to the election must be received by the [electionscommitteechair@fresnoteachers.org](mailto:electionscommitteechair@fresnoteachers.org) no later than 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.