



Fresno Teachers Association
Special FTA Director AT Large
Election Timeline and Procedures
Spring 2022

- April 19 Election Timelines and Procedures Presented to FTA Executive Board.
- April 19 Presentation of Election Timeline and Procedures to the Rep Council.
- April 20 Announcement of Vacancies, Declaration of Candidacy form, Election Timeline and Procedures sent to school sites, posted on website, and sent via FTA Connect.
- April 27 Declaration of Candidacy forms for FTA Director At Large Special Election are due to the FTA Office by 5:00 p.m. as per FTA Standing Rule IV Section (A), (1).
Letters will be sent to candidates acknowledging receipt of self-nomination form.
- May 9 FTA Rep Council meeting – nominations may be made from the floor for any open position Standing Rule IV (A), (2). Candidates will have the opportunity to give speeches during the meeting.
- May 11 Notification of acceptance of nomination from the floor due to FTA Office by 5:00 p.m. Receipt of nomination acceptance will be sent via email by the Elections Committee. Standing Rule IV (A), (3).
- May 11 Candidate meeting at the FTA office or via zoom 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 or request it be emailed to them. Materials will be held at the FTA office or virtually.
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.
- May 12 Candidate statements to be posted on the FTA website are due to FTA by 5:00 p.m. Members will be notified when to check the website for statements. 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. 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).
- The following will be noted on the FTA website: Photographs and statements of candidates will appear according to the current official CTA alphabet:
- WNSHZXRCAKDYEBVTJQIMUOFLPG**
- If the candidate does not submit a statement, this will be noted.
- May 12 Candidate campaign materials to be submitted for approval of Elections Committee due by 5:00pm via email to electionscommitteechair@fresnoteachers.org.
- May 12 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, April 20.
- May 13 Ballots will be prepared with candidate names for proofing by Elections Chair.
- May 13 Campaign materials approved by Elections Chair and Executive Director.
- May 13 Send the membership list to the electronic voting vendor and request the vendor open voting on May 17.

- May 13 Any candidate materials to be delivered by FTA courier must be at the FTA Office by 5:00 p.m. Electronic flyers should be emailed to electionscommitteechair@fresnoteachers.org by 5:00 p.m.
- May 16 Candidate provided materials to be picked up for distribution to school sites.
- May 17 Electronic voting opens at 9:00 a.m. and on-site (at FTA) paper voting opens at 1:00 p.m.**
- May 19 Notification of observer due to electionscommitteechair@fresnoteachers.org by 5:00 p.m.
- May 24 Electronic voting closes at 5:00 p.m. and on-site (at FTA) paper voting closes at 5:00 p.m.**
- May 24 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 25 Election results will be emailed to the faculty representatives.
- May 31 Any challenge to the election must be received by electionscommitteechair@fresnoteachers.org no later than 3:00 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.
- June 2 If a run-off election is necessary, **electronic voting and on-site (at FTA) paper voting opens at 9:00 am.**
Notification of observer due to electionscommitteechair@fresnoteachers.org by 5:00 p.m.
- June 8 **RUN-OFF BALLOT DEADLINE – Electronic voting and on-site (at FTA) paper voting closes at 5:00pm**
- June 8 Run-Off Ballots will be counted.
- June 9 Results will be posted at the FTA Office and mailed to the faculty representatives. Faculty representatives shall post results at the school site as soon as results are received.
- June 13 If run-off election was held, any challenge to the election must be received by the 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.



Fresno Teachers Association

**IMPORTANT ELECTIONS INFORMATION!!!
ANNOUNCEMENT OF VACANCY
FTA EXECUTIVE BOARD
DIRECTOR AT LARGE
Term: July 1, 2022 - June 30, 2023**

Self-Nomination Form

Name of Nominee: _____
(as you wish it to appear on ballot)

School Site: _____

Home Address: _____

Cell Phone: _____ **Non-Work Email:** _____

Signature of Nominee: _____

All nomination forms are due to the FTA Office by 5:00 p.m.
on April 27, 2022.

**Please note that your 250 word statement and picture to be posted on FTA's website is due to electionscommitteechair@fresnoteachers.org by 5:00 p.m. on May 12, 2022.*

Executive Board responsibilities and duties can be found in the FTA Bylaws Article IX (K).