

**FLORIDA EDUCATION ASSOCIATION  
ELECTION GUIDELINES**

**AS AMENDED BY THE EXECUTIVE CABINET  
8/22/02 and 1/16/03**

**PREFACE**

It is the purpose of these Election Guidelines to encourage member candidacy for office, to assure fair and equitable treatment of all candidates, and to provide an orderly and fair procedure for the resolution of campaign and election conflicts and problems.

The Election Guidelines are a living document that grows out of the election experience. Each year the Elections Committee reviews the election activity, takes suggestions from candidates and members, and will make recommendations to the Executive Cabinet and the Governance Board for any necessary or desired changes in the Election Guidelines for the Florida Education Association.

These Election Guidelines are written for and in compliance with the federal Landrum-Griffin Act, which ultimately governs elections in public sector unions with private sector members. These Election Guidelines will be revised as necessary for elections conducted in succeeding years.

<p style="text-align: center;"><b>FLORIDA EDUCATION ASSOCIATION ELECTION GUIDELINES</b></p>
---

**I. Nominations:**

- A. Formal nominations shall open immediately following the Delegate Assembly within the year of elections and close 90 days before the Delegate Assembly. A member shall submit a signed nomination form containing the names and signatures of twenty-five (25) supporters, who are members in good standing, to the FEA President or designee.

The nomination form must be received no later than 90 days prior to the convening of the Delegate Assembly to be valid.

- B. Members may nominate themselves or be nominated by another member providing that members being nominated have given permission to have their names placed in nomination. The nominee shall sign the nomination form containing the signatures of the twenty-five (25) supporters.
- C. If there are no declared candidates for an open position, the President and the Executive Cabinet may extend the deadline for nominations and post notification of the extension in all official FEA publications. The President of FEA will present and introduce all certified nominees at the Delegate Assembly.

**II. Eligible Voters:**

Voting Delegates to the FEA Delegate Assembly who are members in good standing with their local and whose local is in good standing with the FEA by the first of the month in which the Delegate Assembly occurs of the election year shall be eligible to vote.

### **III. Election Procedures:**

- A. The President or designee and the Executive Cabinet shall establish a voting period at the Delegate Assembly that is announced to all eligible voters at their last known home address at least fifteen (15) calendar days in advance of the voting. Notice shall contain a listing of offices and the names of the candidates to be voted on as well as the polling date/time/place.
- B. All positions shall be elected by majority secret ballot vote. (Effective 2006 elections, “All positions shall be elected by weighted majority secret ballot vote.”)
- C. Printed ballots shall be provided. Placement of names on the ballot shall be by random draw conducted by the Elections Committee. Delegate Assembly ballots shall make no provisions for write-in candidates.
- D. Ballots shall be machine counted under the supervision of the Elections Committee. Machine ballot counts shall be the official totals. In any case where an election result is in a challenge or a tie vote, the Elections Committee shall recount all ballots cast and these totals shall then be the official totals. Candidates may have an observer present.
- E. If any candidate does not receive the majority vote after the first ballot, the Elections Committee shall conduct a run-off election for the position based on Robert’s Rules of Order, latest revised edition.
- F. The Election Committee will present the voting outcome to the President of FEA, who shall certify the results. Following the certification action, the FEA shall immediately announce and publish the results.
- G. No proxy balloting will be allowed in any of the races.
- H. If the number of candidates on the Delegate Assembly ballot is equal to or less than the number of positions to be filled and there has been a period of open nominations provided, an election by secret ballot shall be waived and those candidates shall be declared elected by acclamation.

#### **IV. Election Procedures-Challenges:**

- A. Any member qualified to vote may file a written challenge with the President of FEA alleging a violation of specific election procedures and /or rules employed by the Elections Committee. No other basis for challenge shall be recognized as a valid challenge.
- B. In no event shall a challenge be recognized under these rules unless it is filed prior to the time the Elections Committee presents the results of the voting to the FEA President for certification. Every challenge shall contain a clear concise statement as to the remedy the challenger would prefer be applied to correct the alleged irregularity in following the Election Guidelines.
- C. Upon the receipt of the challenge, the President shall refer the challenge to the Elections Committee for investigation and recommended disposition, which may include an immediate correction of the irregularity and/or re-balloting.
- D. The President also retains the right to refer the challenge to the Executive Cabinet for investigation, to determine the merits of the challenge and recommend disposition.
- E. The FEA Delegate Assembly shall be the final authority as to the ultimate disposition of appeals of the Elections Committee or the Executive Cabinet decision.

#### **V. Voter Procedures:**

Voters will receive their official ballot by showing their delegate badge and placing their signature on a sign-up sheet in the presence of an election teller.

#### **VI. Campaign Practices:**

- A. No candidate's employer may either directly or indirectly contribute to or promote the candidacy of any individual state officer.
- B. Local or state officials may support or campaign for a candidate but not on paid union duty time.
- C. No publication of a governing body of FEA, a local, or affiliate shall sell campaign ads for any elections conducted by the Elections Committee.
- D. All printed and/or non-printed campaign materials must bear the written identification of the candidate.

- E. Campaign materials may be distributed inside any FEA Governance Board Meeting room prior to the start of the meeting.
- F. A candidate may have an observer present at each balloting site. Upon written authorization to the Elections Committee, a candidate may also have an observer present during the vote count.
- G. A candidate must obtain written permission prior to using a member's name or picture in any campaign literature for testimonial purposes.
- H. Access to the members of a local shall be available on an equal basis to all candidates.
- I. The use of school or union fax, voice mail, e-mail, etc. shall not be allowed.

### **VII. Assistance to Candidates:**

- A. For FEA positions to be elected at the Delegate Assembly:
  - 1. To qualify for assistance, a member must have submitted the nomination form with twenty-five (25) supporting signatures of members in good standing to be declared by the Elections Committee as a candidate under these rules.
  - 2. Assistance to candidates will be provided once nominations have closed, except as noted below in 2.
- B. Candidates shall be provided the following:
  - 1. One set of mailing labels or data on disc of local Presidents and statewide Affiliate campus Presidents.
  - 2. Candidates shall be provided table space outside of Governance Board Meetings or any FEA Sponsored Conference. Any expenses shall be borne by the candidates.
  - 3. The President of FEA will announce to the Delegate Assembly all certified nominees and officially designate them as candidates for positions. The candidates will be provided time to address the Delegate Assembly as set forth in the Standing Rules.
  - 4. Candidates during their time may use multimedia equipment that is provided at the Delegate Assembly, utilize delegates to speak on their behalf, and/or conduct a rally or demonstration. Equipment requests must

be submitted 14 days in advance of the Delegate Assembly to the appropriate FEA organizational entity.

5. All campaign activities must be completed within the allotted time frame set forth below:

The nominations for elected office shall be in this order:

President, Vice President, Executive Cabinet, NEA Directors. Within each of the respective categories, the nominations are to be in alphabetical order. In that the candidates are nominated by petition, only a second is required. The seconding speech shall be for three minutes.

President and Vice Presidents shall be allotted 7 minutes for speeches.

All other candidates for state and national offices shall be allotted 5 minutes. Candidate speeches shall be in reverse order of nominating speeches within the respective categories.

Floor demonstrations shall not exceed three minutes.

6. At the Delegate Assembly, space and designated time shall be granted to each candidate to greet and talk with delegates prior to voting.
7. At the Delegate Assembly, no candidate or individual may distribute any materials on the floor of the Delegate Assembly. Candidates will be provided one table. Additional tables may be available at the candidate's expense, if requested 14 days in advance of the Delegate Assembly to the appropriate FEA organizational entity.
8. No campaign materials can be distributed or displayed at the election polling place or within sixty feet of the polling place during voting hours.

### **VIII. Campaign Practice Challenge:**

#### **PRIOR TO THE DELEGATE ASSEMBLY:**

- A. Any challenge alleging a violation of campaign practices shall be filed in writing to the President of FEA. The President shall refer the challenge to the Elections Committee prior to the convening of the Delegate Assembly for investigation.
- B. Pursuant to its authority, the Elections Committee shall meet and review every challenge to determine whether one of its rules has been violated. Should the Elections Committee find that a candidate is in violation of campaign practices, the Elections Committee may recommend to the FEA President and Executive Cabinet disciplinary action, which may include, but not be limited to,

withdrawing and/or disqualification of the candidate. The FEA President and Executive Cabinet shall take action upon the recommendation of the Elections Committee.

**AT THE DELEGATE ASSEMBLY:**

- A. Any challenge alleging a violation of campaign practices shall be filed in writing with the President no later than the completion of balloting.
- B. The President shall refer the challenge to the Elections Committee Chairperson. Should the Elections Committee find that a candidate is in violation of campaign practices, it may recommend to the President and the Executive Cabinet disciplinary action, which may include, but not be limited to, withdrawing and/or disqualification of the candidate.
- C. The FEA and Executive Cabinet shall take action upon the recommendations of the Elections Committee.
- D. The candidate may appeal the Executive Cabinet's actions to the Delegate Assembly for final disposition. The Delegate Assembly shall have final authority as to the disposition of the appeal of the Executive Cabinet decision regarding the challenge.