

SEATTLE EDUCATION ASSOCIATION - 2024 ELECTION TIMELINE AND GUIDELINES

2/28/24 – Nominations OPEN at 9:00am

3/11/24 – Nominations CLOSE at RA

3/13/24 – Deadline for candidate acceptance of nomination

3/18/24 – Candidate Elections Committee Q&A 6pm-7pm

3/20/24 – Deadline for Coordinated Campaign Literature

3/25/24 – Deadline for emailing and posting coordinated campaign literature on SEA website

3/26/24 – Tuesday, 5:30–7:00pm Virtual Candidate Forum** for President, Vice President, CRSJ Director, and Treasurer (3 min. speech each)

3/27/24 – Wednesday, 5:30–7:00pm – Hold for Virtual Candidate Forum** if more than 12 candidates total are running for the four SEA officer positions

3/26 & 3/27 Candidate Forum Zoom(s) will be recorded so members may watch on their own time.

3/29/24 – Deadline for posting Candidate Forum recordings on SEA website

4/01/24 – Electronic voting OPENS at 6:00am

4/16/24 – Electronic Voting CLOSSES at 1:00pm.

Campaign literature and candidate forum recording removed from SEA website.

4/17/24 – Election Results posted in SEA Office and on SEA Website

RUNOFF election if needed:

04/29/2024 – Virtual Forum for runoff candidates

5/03/24 – Voting OPENS at 6:00am

5/13/24 – Voting CLOSSES at 1:00pm

CANDIDATE STATEMENTS: Each candidate may submit a statement to be distributed with the ballot. Candidate statements will be posted on the SEA website. *Candidate statements are due at the time of the nomination form submission.* The maximum candidate statement length as follows:

Candidate Statements - Maximum Length			
Position	# of words	Position	# of words
President	250	Department President	200
Vice President	200	Department Vice President	150
CRSJ Director	200	Other Department Positions	100
Treasurer	200		
Board of Directors	150		

The Chairperson reserves the right to eliminate words over these limits.

COORDINATED CAMPAIGN LITERATURE POSTING:

SEA provides an opportunity for publicity of one piece of campaign material per candidate that will be posted on the SEA website. The campaign flier must:

- Be no larger than a single 8 ½ x 11 page;
- Be a Word or PDF document;
- Include the name(s) of candidate(s) and/or member(s) responsible for the content;
- Indicate that SEA is not responsible for the content;
- Be submitted electronically to SEAelectionscommittee@gmail.com
- **Be received by 4:00pm on March 20, 2024.**

SEA asks that candidate materials not contain profanity or unfounded allegations.

Voting will be done through the American Arbitration Association (AAA), a firm with extensive experience working with clients in the non-profit and union sectors.

This document will be posted on the SEA website and is available upon request from SEA.

Seattle Education Association 5501 4th Avenue S, Seattle WA 98108

www.seattlewea.org

Seattle Elections Committee is available via email at: SEAelectionscommittee@gmail.com

2024 CAMPAIGN GUIDELINES

DISTRIBUTION OF CAMPAIGN LITERATURE:

USE OF DISTRICT RESOURCES IS PROHIBITED: Candidates for any SEA office or departmental office may not use District resources (e.g., copiers, computers, Teams accounts, or supplies) for production or distribution of any candidate materials or for campaign activities.

USE OF UNION RESOURCES IS PROHIBITED: Candidates for any SEA office or departmental office may not use the SEA building, equipment, or other resources for any campaign related duplication, meeting, or work party.

SEA will honor any reasonable request by a candidate to distribute campaign literature to members at the candidate's expense. Requests will be honored in the order received. Campaign literature must be provided to the Election Committee in sealed, stamped envelopes which are ready for mailing. Each candidate should check with postal officials to determine the proper postage.

Candidates must pay the processing costs (up to \$500 for a mailing to the entire membership) for each mailing to cover the cost of address labels and processing. Candidates should contact Election Chairperson Mel McLamb at SEAElectionscommittee@gmail.com to arrange a mailing.

The cost of duplication/distribution of materials is the responsibility of the candidate(s).

Campaigning in buildings does not preclude the use of U.S. Mail or hand-delivered materials to the building at a candidate's own expense.

Campaign materials shall bear the name of candidates and members responsible for the content and clearly indicate that SEA is not responsible for the content.

CAMPAIGNING IN BUILDINGS: All campaigning for candidates, or by candidates, that takes place at worksites may only occur before or after the contractual day or during duty-free breaks/lunches. Both the campaigner and the receiver of materials must be on duty-free time. Candidates or their designees are permitted to post campaign materials at worksites in places designated for Association communications.

REP ASSEMBLY (RA): Candidates may **not** distribute or post any campaign materials on the floor of the RA.

The use of district e-mail for campaigning is prohibited. However, it may be used by the SEA Nominations and Elections Committee and ARs to provide information on the timeline, reminders to vote, rules and regulations, and where to access campaign materials.

SANCTIONS: If any SEA member is alleged by the Chairperson to be violating campaign rules or timelines, they may be disqualified by the Board of Directors from the election process. A special session of the Board of Directors can be called to rule on any alleged violation. Review of complaints regarding campaign materials will be presented to the Board at the election certification.