



Teachers Association of Long Beach, CTA/NEA

4362 ATLANTIC AVENUE • LONG BEACH, CALIFORNIA 90807-2818
TELEPHONE: (562) 426-6433 • FAX: (562) 424-9352
| Web Site: www.talb.org |

Special Election Guidelines



1. No Association dues or assessments shall be used to promote any candidate.
2. Any active member may nominate any active member, including himself or herself, for office. Within published timelines, nominations may be made from the floor of the Representative Council for any elected position. Candidates must file the appropriate "Declaration of Candidacy" form with the TALB office by Friday, February 2nd, 2018 @ 4:30 p.m.
3. All candidates are required to file a Declaration of Candidacy form with the TALB office before being placed on the ballot.
4. All candidates may provide TALB with an electronic flyer (PDF). All candidate statements will be limited to one (1) page, one (1) side only, and no larger than 8-1/2 by 11 inches. Statements are due in the TALB office on Friday, February 2nd, 2018, by 4:30 PM. Send your electronic flyer to Ingrid Perez at ingrid@talb.org
5. Candidates' names shall be placed on the ballot in CTA Elections Alphabetical order:

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

6. All campaign materials, printed or electronic, must state, "The content of this material is solely the responsibility of the candidate. TALB does not endorse or accept responsibility for any information contained on campaign materials".
7. A copy of all campaign materials (including, but not limited to, fliers, emails, website, etc.) needs to be provided to the TALB Elections Committee prior to, or concurrent with, distribution.
8. TALB shall not participate in distribution of campaign materials, which shall be the responsibility of the candidate and their volunteers. Distribution of candidate campaign materials by Site Association Representatives shall be voluntary and not placed in site packets. Materials distributed at school sites can only be distributed by active TALB members.
9. Information on candidate campaign material (including, but not limited to, fliers, emails, website, social media, etc.) is solely the responsibility of the maker of the flier; TALB does not accept any responsibility for any information contained on campaign fliers. The official logo of TALB, CTA, or NEA, may not be used in any way. Ballot supporters named on campaign materials shall be included with permission of the named supporter, and it is recommended that candidates maintain written endorsement cards before using any name or group as a part of each separate campaign.

10. The Association shall treat all candidates equitably in campaigning. The Association shall provide access to membership summary lists (member name, school site, site rep., number of members at each site) to those candidates who request them. Personal telephone numbers and personal emails will not be provided by TALB for campaign purposes. District email addresses shall not be used for campaign purposes. Candidates shall not use their (sender) talb.org email addresses for campaign purposes. Candidates are encouraged to use a personal email address for campaign purposes. All campaign emails must have a link or return address so that the recipient can have their email address removed for future e-mailings. Removal requests shall be honored within 48 hours.
11. Ballots will be distributed to electors personal email address. Voting shall begin on February 27th, 2018 through 4:30 PM on Friday, March 9th, 2018.
12. Members may vote electronically or in person for a written ballot at the TALB office. The TALB office is located on 4362 Atlantic Avenue, Long Beach. Office hours are Monday – Thursday 8:00 a.m. - 5:00 p.m. and on Friday's 8:00 a.m. to 4:30 p.m.
13. Ballots will be counted on Friday, March 9th, 2018, after 4:30 p.m. and candidates will be notified by phone on Friday, March 9th, 2018. Results will be posted on the TALB Website on Monday, March 12th, 2018.
14. Candidates for CTA Representative Council must be elected by a majority of votes. If no candidate receives the majority of votes cast, a run-off will be held between the candidates who receive the most votes. The run-off election schedule (if necessary) and candidates will be announced at the Representative Council meeting on Tuesday, March 27th.

Majority – *“More than half.”*

Majority Vote – *More than half of the votes cast by person legally entitled to vote, excluding blank or illegal ballots. For example:*

- *If 19 votes are cast, a majority (more than 9 ½) is 10.*
- *If 20 votes are cast, a majority (more than 10) is 11.*
- *If 21 votes are cast, a majority (more than 10 ½) is 11.*