**TO: All NTA Members**

**FROM: Jean Corbo-Hudak, Election Committee Chair**

**DATE: February 6, 2020**

**RE: 2020 Election of NTA Officers / Negotiations Committee Members**

 **2020 Election of NEA/MTA Annual Meeting Delegates**

The Representative Assembly of the NTA has approved the holding of the biennial general election according to the following schedule and under the following campaign rules:

**SCHEDULE**

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| --- | --- |
| Wednesday, February 5, 2020 | Election information to representatives at RA |
| Thursday - Friday,February 6-7, 2020 | Distribution of election information and nomination forms via email and posting in schools |
| Friday,February 28, 2020 | Completed nomination papers for NTA Officers, Negotiations Committee members and NEA/MTA delegates due to NTA by 4:00 p.m. |
| Wednesday,March 4, 2020 | First election training for building reps (during RA) |
| Thursday - Friday,March 5-6, 2020 | Candidate information distributed via email and posting in schools |
| Wednesday,March 25, 20204 p.m. | Candidate Forum – location TBD |
| Wednesday,April 1, 2020 | Second election training and distribution of election materials (during RA) |
| Friday, April 3, 2020, 8 a.m. to 4 p.m. | Absentee ballot voting at NTA office for NTA and NEA/MTA elections |
| Monday - Tuesday,April 6 and 7, 2020 | Voting in buildings for NTA and NEA/MTA elections |
| Tuesday,April 7, 2020 | Sealed ballot boxes brought to NTA office **by 4:00 p.m.** |
| Tuesday,April 7, 2020 | Tabulation of votes by NTA Ballot Committee |
| Tuesday, April 7, 2020 | Election results reported to Executive Committee for review;Executive Committee declares winning candidates elected;Report of winning candidate(s) to membership |

**CAMPAIGN RULES**

* Shared Contact List
	+ Each campaign will have access to a spreadsheet with information on active members. This includes: name, personal email, cell phone, home address, employee number, building, unit, department, committee participation (RA, CAT, PR&R), and date of hire
	+ Each campaign will have access to a list of NTA retirees
	+ Contact lists are only used for this campaign and cannot be shared
	+ Contact lists will be deleted promptly after vote
* Campaign Emails
	+ Total agreed upon emails:
		- 6 district wide emails
		- 4 building cohort emails
		- 1:1 emails are not included in above numbers
	+ First campaign email can be sent Sunday, February 9th at noon
* Informational Posters
	+ Any candidate running for a position in the election has the right to have a flier posted on school NTA spaces/bulletin board(s)
	+ Distribution:
		- 2 per elementary school/NECP
		- 4 per middle school
		- 10 per high school
		- 3 to Ed. Center
* Campaign Volunteers
	+ Only NTA members permitted to contribute “in-kind” support
	+ NTA retirees are permitted to volunteer
	+ Create a short list of NTA job descriptions
* Building Visits
	+ No limit on visits to buildings by candidate or campaigning NTA members
* Ten-Minute Meetings
	+ Ten-minute meetings are reserved for distributing union information only
	+ Campaign meetings may be held outside 10MM
* Endorsements
	+ MTA caucus endorsements permitted
	+ No endorsements allowed from an MTA member in a leadership position or from specific local
* Finances/Contributions
	+ At end of campaign, candidates will provide a financial statement of expenses
	+ Names of all donors contributing ten dollars or more will be released
	+ All donations must come from within the NTA
	+ Excess campaign funds donated to the Haskell-Freedman Fund within NTA
	+ Cap on campaign expenses, not to exceed $5,000

**NOMINATIONS FOR NTA OFFICERS AND NEGOTIATIONS COMMITTEE MEMBERS**

Candidates for elected position shall be nominated by petition of fifteen (15) members of the Association in good standing. All qualified candidates so nominated and giving their consent shall have their names placed on the ballot. Nomination petitions are available on the NTA website, from your building representative, or by contacting the NTA office. **Completed nomination petitions must be received in the NTA Office by 4:00 p.m. on Friday, February 28, 2020.**

Nominees to the following positions are needed. Information on the officer roles and responsibilities are contained in the NTA Bylaws and are posted on the NTA website.

**Two-year term offices:**

President

First Vice President

Second Vice President

Recording Secretary

Treasurer

Assistant Treasurer

**Negotiations Committee members:**

Unit A:

Two (2) from elementary;

Two (2) from middle school;

Two (2) from senior high schools;

One (1) special subject teacher (art, music, p.e., library/media, etc.)

One (1) from Pupil Services/Special Education (psychologists, social workers, learning center teachers, therapists, etc.)

Unit B: Two (2) any level.

Unit C: Four (4) any level.

Unit D: Two (2) any level.

Unit E: Two (2) any level.

**NEA/MTA ANNUAL MEETING DELEGATES**

Those members who wish to seek the position of NEA and/or MTA delegate must declare their intention to run for election by submitting a completed nomination form to the NTA office by **4:00 p.m. on Friday, February 28, 2020**. Nomination forms are available on the NTA website, from your building representative, or by contacting the NTA office. NOTE: A member may be a candidate for delegate to both the NEA and MTA meetings. However, in order to be a delegate for the NEA meeting, one MUST also attend the MTA Annual meeting in Boston, in May.

The **2020 NEA ANNUAL MEETING (Representative Assembly)** will occur from **July 2nd through July 6th, 2020,** in **Atlanta, Georgia.**  The NTA will fund up to **fourteen (14)** delegates who are elected by the membership. Candidates for delegate positions who receive insufficient votes to be elected will, if necessary, become successor delegates and will fill vacancies in the delegation in order of the highest number of votes received.

**Eligibility:** Delegate candidates to the NEA Convention may be members of any NTA unit (A, B, C, D or E) and must have been a member of NTA/MTA/NEA as of January 15th, 2020.

**Procedure:** Anyone who is eligible may become a candidate by checking the NEA Delegate/Successor box on the NEA/MTA DELEGATE NOMINATION FORM and returning the form to the NTA office by **4:00 p.m. on Friday, February 28, 2020**.

**Responsibilities:** Delegates should plan to attend at least seven (7) of the eight (8) business sessions of the NEA representative assembly. Additionally, delegates attend morning caucus meetings of the MTA delegation. Both the MTA and the NTA provide delegates with travel stipends.

The **2020 Annual Meeting of MTA** will occur on **May 1st and 2nd, 2020** in **Springfield, MA**. The NTA may send delegates who are elected by the membership; the number of delegates to be sent will be determined by the MTA based on March 1, 2020 membership numbers and will be known by the NTA as of March 2. It is anticipated that there will be approximately **38** delegates. Alternate delegates will be elected at the same time and in the same manner that will be followed in electing successor NEA delegates. *(see above)*

**Eligibility**: Delegate candidates to the MTA Convention may be members of any

NTA unit (A, B, C, D or E) and must have been a member of NTA/MTA/NEA as of January 15, 2020.

**Procedure:** Anyone who is eligible may become a candidate by checking the MTA Delegate/Alternate box on the NEA/MTA DELEGATE NOMINATION FORM and returning the form to the NTA office by **4:00 p.m. on Friday, February 28, 2020**.

**Responsibilities:** As a delegate to the MTA Annual Meeting, you are expected to attend the Friday afternoon business session (begins at noon until about 5:00) and the all-day Saturday business session (9 a.m. until close of business) of the meeting. You are able to use a personal day for attending the Friday session (see contract). The NTA will provide delegates with travel stipends.

*Both NEA and NTA reaffirm the commitment to the goal of maximum ethnic minority participation in organizational governance and members who qualify as ethnic minority members are particularly encouraged to become candidates.*