

TAAAC ELECTION RULES

1. The Representative Assembly shall adopt **ELECTION RULES** which shall govern the election of Association positions in accordance with the Bylaws.
 - A. The **ELECTION RULES** will remain in effect until such time as a motion to change them should come before the Representative Assembly. Such a motion shall include the proposed changes in detail and be presented to the Assembly one month in advance of the vote to approve the changes.
 - B. All officers and directors of TAAAC and delegates and alternates (successor delegates) to the Representative Assembly of the NEA shall be chosen through a vote of the **ENTIRE MEMBERSHIP** of TAAAC conducted in accordance with these Election Rules.
 - C. The **TAAAC REPRESENTATIVE ASSEMBLY** shall elect:
 - the members of the Nominating Committee,
 - the members of the Credentials Committee,
 - the members of the Sick Leave Bank Approval Committee,
 - the appointees to the Calendar Committee of the Anne Arundel County Public Schools for a two-year term,
 - such at-large representatives as may be needed to achieve proportional representation in the Council, and
 - to fill vacancies in the offices of Vice President, Secretary-Treasurer and Board of Directors.
 - D. All elections shall be by open nomination and secret ballot and in accordance with the principle of one-person; one vote except as may be needed to provide the representation guarantees described in the Bylaws.
 - E. Positions will be filled by plurality vote except for the officer positions of President, Vice President, and Secretary-Treasurer which shall be filled by majority vote. In the event that no candidate for any of the officer positions receives a majority of the votes cast, a run-off election of the top two vote getters for that office will be promptly held.
 - F. In accordance with Article XII, Section 4 of the Bylaws, the Nominating Committee shall develop an annual calendar. This calendar shall be published on the TAAAC Website and made available to nominees and members upon request.

2. PROVISIONS FOR SOLICITING FROM AMONG THE MEMBERS NOMINEES FOR ALL ASSOCIATION OFFICES, DELEGATIONS AND ELECTED COMMITTEE POSITIONS

The Nominating Committee shall solicit from among the members nominees for all Association offices, delegations and elected committee positions through publicizing positions for which nominations are being accepted. Any member in good standing may file for election but must do so on the official Nominations Form. Such members may only pursue one office in any one election (President, Vice President, Secretary-Treasurer, or Board of Directors.) Eligibility is outlined in bylaws (Article 12, Section 2).

3. PROVISIONS FOR MAKING AVAILABLE OFFICIAL NOMINATION FORMS AT LEAST ONE MONTH PRIOR TO THE FINAL DATE FOR INCLUSION ON THE BALLOT

The official Nominations Forms will be available in all official communications and website starting in October.

4. PROVISIONS FOR MEMBERS TO OBTAIN THE CURRENT ELECTION RULES

For Nominations Forms that arrive in the TAAAC office by or before the published deadline, candidates will be notified of receipt, and they will be offered a current set of Election Rules. In addition, members may request a copy of the Election Rules at any time by contacting the TAAAC office. Election Rules will be posted on and available to all members on the TAAAC website.

5. PROVISIONS FOR NOTIFYING THE MEMBERSHIP OF THE PRELIMINARY SLATE OF NOMINEE(S) PRIOR TO THE FINAL DATE FOR INCLUSION ON THE BALLOT

The Nominating Committee shall provide at the Representative Assembly one month prior to the election, a preliminary report of the nominees as received on the official Nominations Forms. A slate of candidates will be posted on the TAAAC website when nominations close.

6. MEMBERSHIP-WIDE ELECTIONS

A. Membership-wide elections shall be conducted electronically. Online elections shall be conducted using a secure, online voting system (as approved by the Nominating Committee) that provides for secret ballots.

7. POSITIONS ELECTED BY THE REPRESENTATIVE ASSEMBLY

The Nominating Committee will conduct elections for positions elected by the Representative Assembly. Ballots containing the names of the nominations received by the deadline shall be distributed to the Building Representatives during their meeting. Additional nominations may be taken from the floor for those elections that have the closing of the nominations at the meeting. Ballots will contain no identifying information. The Nominating Committee shall tabulate and announce results prior to the end of the meeting.

8. ELECTIONS FOR THE POSITIONS OF NEA DELEGATE AND ALTERNATE TO THE ANNUAL NEA DELEGATE ASSEMBLY

A. Election – Fourth Monday in January to Third Friday in February

Nominations open – **October RA**, nominations close – **Second Tuesday in December**

B. Delegates from the local Association to governing bodies of the NEA shall be selected in accordance with the Bylaws AND RULES of NEA. The results shall be rank ordered so that alternates may be assigned in order after the number of delegates to which the Association is entitled has been determined. The term of office of delegates shall be one year. (*Refer to pertinent bylaws and rules.*)

9. ELECTIONS FOR THE POSITIONS OF PRESIDENT, VICE PRESIDENT, SECRETARY-TREASURER AND BOARD OF DIRECTOR OF TAAAC

A. Election – Fourth Monday in January to Third Friday in February

Nominations open – **October RA**, nominations close – **Second Tuesday in December**

B. The election materials shall be available in accordance with Section 6 from the fourth Monday in January to the third Friday in February. The deadline for voting will be the third Friday in February (normally by 5:00 PM). Online ballots will not be accepted after the deadline.

C. Nominees for these offices shall be publicized in the *TAAAC Action Report*, on the website, and in all other electronic communications during January, provided the nominee submits the requested information (digital photo depicting only the candidate and statement of no more than 100 words for the offices of President, Vice President and Secretary-Treasurer, and of no more than 50 words for the office of member of the Board of Directors) by the announced deadline, normally by the fifteenth of December.

D. Nominees for these offices shall be afforded the opportunity to address the Representative Assembly at the January meeting or another meeting as designated by the Nominating Committee. Nominees for President, Vice President, and Secretary-Treasurer will be allowed to speak for three minutes. Nominees for Board of Directors will be allowed to speak for two minutes. The order of candidate speeches shall be determined by random drawing for each office. Any candidate who will not be present to address the Representative Assembly may submit a video or audio presentation. The candidate shall inform the Nominating Committee chair with a copy to the TAAAC President in writing via email prior to the beginning of the meeting.

- E. Nominees shall also be allowed to distribute materials to the voting membership. TAAAC will charge nominees for the use of any TAAAC equipment or services in preparation of such materials. AACPS emails may not be used for campaigning purposes. Candidates are precluded from using the TAAAC/MSEA/NEA logo or branded material on any material (including social media) related to their campaign.
- F. In the election of TAAAC Officers and Directors, there will be an automatic recount of ballots when the margin of difference is 1% or less. In the case a runoff election is needed the conduct of such elections will be at the direction of the Nominating Committee.
- G. The term of office is for three years, August 1 through July 31. Terms and duties of these offices are outlined in the Bylaws.
- H. Candidates will be invited to observe the meeting of the Nominating Committee at which the election results are validated and announced. Every officer should receive a phone call or a message with information of the results.

10. ENDORSEMENTS

- A. A member of the Board of Directors who endorses a candidate(s) does so as an individual association member and not as a member of the Board and/or speaker for the Board. No Board of Directors members shall make endorsements in their official capacity.
- B. Except when seeking information, no candidate, prospective candidate, or other member shall utilize or seek the assistance of any TAAAC staff member or MSEA UniServ Director in connection with the MSEA/NEA internal election process including all nominations procedures. Additionally, no staff member or UniServ Director will actively support any candidate or work on behalf of any candidate. This includes disturbing, transporting, or preparing materials for distribution through the AACPS basket mail.

11. ELECTIONS FOR MEMBERS OF THE CREDENTIALS COMMITTEE

- A. Election – **APRIL**
Nominations open - **FEBRUARY**, nominations close – **APRIL**
- B. A Credentials Committee shall be elected at the April meeting of the Representative Assembly. The Committee shall consist of eight members and shall be elected annually. The deadline for nominations shall be the April RA meeting. Committee members' term shall be August 1 through July 31.

12. ELECTIONS FOR MEMBERS OF THE NOMINATING COMMITTEE

- A. Election - **APRIL**
Nominations open - **FEBRUARY**, nominations close - **APRIL**
- B. A Nominating Committee shall be elected at the April meeting of the Representative Assembly. The Committee shall consist of fifteen members and shall be elected annually. The deadline for nominations shall be the April RA meeting. Committee members' term shall be August 1 through July 31. The committee shall elect its chairperson.

13. ELECTION FOR MEMBER OF THE SICK LEAVE BANK APPROVAL COMMITTEE

- A. Election - **MAY**
Nominations open - **MARCH**, nominations close - **MAY**
- B. One member of the Sick Leave Bank Approval Committee will be elected annually in May to serve a two-year term of August through July. The deadline for nominations shall be the May RA.

14. ELECTION FOR APPOINTEE TO THE ANNE ARUNDEL COUNTY PUBLIC SCHOOLS' CALENDAR COMMITTEE

- A. Election - **MAY**
Nominations open - **MARCH**, nominations close - **MAY**
- B. One appointee will be elected in May for a two-year term, September through August. In even years an elementary representative will be elected. In odd years a secondary representative will be elected. Nominations deadline will be the May RA.

15. ELECTION FOR BUILDING REPRESENTATIVE

- A. Election - **MAY** or **JUNE**
- B. The Representative Assembly shall be composed of the Board of Directors of the Association, elected representatives of the schools, the offices of the Board of Education and affiliated groups and needed at-large delegates. Schools and offices of the Board of Education will hereinafter be referred to as "representative units."
- C. Representation from each representative unit shall be determined by the number of assigned professional staff who are members of the Association. The formula for calculating representation to the TAAAC Representative Assembly shall be: **one Building Representative for each 1-20 members and one representative for each additional 20 members or major fraction thereof.**
- D. The Credentials Committee shall notify representative units shortly after May 1 of each year of the number of representatives which they may elect for the following year on the basis of membership at that date. Representatives shall be elected in May or June by an election conducted by the current BR. The BR will provide for secret ballots. In the case of two or more representatives of the same unit, one of them shall be designated as Chairperson. At the time of the election of representatives, each representative unit shall also elect alternates equal to two more than the number of representatives to which they are entitled. Names of representatives and alternates shall be submitted to the President by June 15 on a form provided by TAAAC. Duties of the BR can be found in the TAAAC Bylaws.

16. ELECTIONS FOR MSEA & NEA DELEGATES

- A. Election - **FEBRUARY**
Nominations open - **OCTOBER**, nominations close – **SECOND TUESDAY IN DECEMBER**
- B. Delegates from the local Association to governing bodies of MSEA and NEA shall be selected in accordance with the Bylaws AND RULES of MSEA and NEA. The results shall be rank ordered so that alternates may be assigned in order after the number of delegates to which the Association is entitled has been determined. The term of office of such delegates shall be one year.

17. ELECTIONS TO ACHIEVE PROPORTIONAL REPRESENTATION, AS NEEDED

Elections will be conducted as needed to fulfil details of the Bylaws pertaining to ethnic minority representation.

18. FILLING VACANCIES, AS NEEDED

In the event of a vacancy of the office of Vice President, Secretary-Treasurer, and on the Board of Directors, an election shall be held at the Representative Assembly. Nominations for any such office shall be opened at one meeting of the RA and closed at the next regularly scheduled meeting whereupon the election of the vacancy will be held.

19. CHALLENGES

- A. Should a member dispute the procedural compliance or the results of an election, the challenge including reason(s) must be filed in writing with the chairperson of the Nominating Committee within five workdays of the occurrence or the publication of the election results.
- B. Within five workdays, the Nominating Committee shall meet, rule on the challenge and issue their decision. This may include the option of calling for a new election.
- C. The Nominating Committee's ruling may be appealed to the TAAAC Review Board as established in the TAAAC Bylaws (Article XIV). The Review Board shall render a decision which shall be final and binding.

9/1/99

Amended 11/07/07; 12/04/02; 10/01/09; 11/07/12; 11/05/14, 5/2/2018; 11/14/18; 11/08/23

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ANNUAL CALENDAR OF ELECTIONS

INCLUDES THE FINAL DATE FOR INCLUSION ON THE BALLOT FOR EACH ELECTION

OFFICE	NOMINATIONS OPEN	PRELIMINARY REPORT	FINAL DATE FOR INCLUSION ON THE BALLOT	ELECTION DATE
TAAAC Officers and Directors	October	November	December	January
Elected MEPAC Representative (even yrs. as needed)	December	January	January	February
NEA Delegates/ Alternates	October	November	December	January
Credentials Committee	February	March	April	April
Nominating Committee	February	March	April	April
Sick Leave Bank Approval Committee	March	April	May	May
AACPS Calendar Committee (TAAAC Appointee)	March	April	May	May
MSEA Delegates	October	November	December	January
MSTA General Council	April	May	June	June
TAAAC BR				May - June