

Updated and Approved January 14th, 2019

Election Policy, St. Paul Federation of Education

Candidates will be asked to answer 2-3 questions relevant to SPFE guiding docs. They will also be asked to submit a bio and photo.

Candidate bios will continue to be included in the mailing and also posted on SPFT.org

Candidate applications will be received via a Google Form posted on SPFT.org and also available to print and submit via email or in person.

Three candidate information sessions will be held including current officers and executive board members sharing their experiences in union leadership.

Candidates will be prompted on the Google Form/Application to confirm if they wish to have a proxy observe vote counting.

Candidates may request a list of all building stewards and their personal emails if they elect to speak at staff meetings during union time.

Election totals will be certified by the E Board on the Tuesday following voting via a conference call convening.

Elections Committee members will request a union business leave day for the day following the April membership meeting to complete all final election tasks.

Only SPFE Members may run for Officer, E Board or SPRLF.

Following each March membership meeting, a candidate social will occur at SPFE.

The use of any school electronic technology to send promotional campaign materials is unlawful and shall not be allowed. Correspondence should not be sent from SPFE associated email addresses.

Additional current SPFE Election Committee Policy:

- Candidates will be allowed to inspect the voting roster prior to the election. Copies will not be allowed.
- Write ins will only be allowed and counted in places where we have vacancies and no one is running or not enough people are running (for example: there are 12 open seats, but only 9 people are running.)

Vote Counting

Materials needed: Letter openers, pens, blank tally grids, recycle bin, large envelopes to archive ballots, calculators.

Candidates will be allowed to have an SPFT member inspect/monitor the counting of ballots.

Ineligible Ballots:

- Ballots received late (after 5:00 p.m. of election date)
- Ballots that are not returned in their individual, official sealed envelope
- Any xerox or copied ballots

All ineligible ballots will be saved and archived with remainder of ballots

Groups of ballots are counted by an election committee member, then passed to a second member to double check. If the two members have different counts, it goes to a third member.

Questionable ballots are stacked separately and the committee votes by majority at the end.

Other Election Details

- A meal is provided for the committee members while counting.
- If a committee member is on the ballot, they shall not be allowed to count. Another officer will stand in as chair when the secretary is on the ballot.
- The chair will contact the winners and non-winners.
- The committee members sign off on the final results. The committee chair puts these results into a report that is presented to the Executive Board for approval.
- Election Committee members will not discuss counting or election results with other SPFE members. An written document stating this will be signed by all members counting.
- Ballots will be archived for one year, then destroyed.

St. Paul Trades and Labor

- When there are more write ins for RLF than spots, write ins will be emailed to see if they are actually interested in the position. The 11 interested members with the most votes will be selected.

Election Challenge Procedures

- Any member qualified to vote may challenge the election procedure employed by the Elections Committee.
- All challenges must be filed in writing with the Elections Committee within 10 days after the certification of the the results by the Executive Board.
- The written challenge must identify the specific election procedures, rule or rules violated. No other basis for challenge shall be recognized as a valid challenge with the the purview of these rules.

- Every challenge shall clearly and concisely state the remedy to correct the alleged irregularity.
- The Executive Board will then determine the course of action, if needed.