

# Campaign Guidelines for the 2018-2019 ETFO Niagara Elections for Delegates to the Provincial Annual General Meeting

ARTICLE IX ELECTIONS, SECTION 2 Nomination of the Local Constitution (Fall 2013) requires:

- ✓ Members shall be notified of the opening of request for nominations at least 30 days prior to the commencement of electronic/in-school voting.
- ✓ Nominations shall be electronically sent to all members of the Elections Committee. The deadline for receipt of nominations shall be at least fourteen (14) days prior to the commencement of electronic/in-school voting.

<p><b>Friday, January 18, 2019</b></p>	<ul style="list-style-type: none"> <li>➤ Nominations open</li> <li>➤ Nomination form via Google Forms will be posted on-line &amp; available through the ETFO Niagara website: <a href="http://www.etfoniagara.ca">http://www.etfoniagara.ca</a></li> <li>➤ The nomination form includes:             <ul style="list-style-type: none"> <li>○ the nominee’s information (mover, seconder etc.)</li> <li>○ a picture and a biography of up to 150 words</li> </ul> </li> <li>➤ All communication to the Elections Committee (c/o Rikki DaCosta, Elections Committee Chair) must be sent to the following email address: <a href="mailto:etfoniagaraelectionschair@gmail.com">etfoniagaraelectionschair@gmail.com</a></li> </ul>
<p><b>Monday, February 4, 2019</b></p>	<ul style="list-style-type: none"> <li>➤ Nominations close at 4:00pm.</li> <li>➤ <b>Please ensure that NOMINATION FORM is sent in on, or before the 4 pm deadline. Any nominations received after that time will not be accepted.</b></li> <li>➤ Candidates will receive acknowledgement of the receipt of their nomination form listing the position(s) for which they are running.</li> <li>➤ Biographies <b>with</b> photos will be published alphabetically in the February ETFO Niagara Newsletter, as well as on the ETFO Niagara website</li> <li>➤ Election committee will meet to:             <ul style="list-style-type: none"> <li>○ review candidates completed nomination forms, pictures and biographies</li> <li>○ determine if an election is needed</li> <li>○ ensure the appropriate ratio of male and female delegates as per Article X, Section 10.2 of the Constitution</li> <li>○ <b>Nominees will be contacted that evening</b></li> </ul> </li> </ul>
<p><b>Monday, February 11, 2019 at 4:30 pm</b></p>	<ul style="list-style-type: none"> <li>➤ Election committee meets with prospective candidates to explain the election procedures and rules</li> </ul>
<p><b>Thursday, February 14, 2019</b></p>	<ul style="list-style-type: none"> <li>➤ Candidate pictures and biographies will be posted on the ETFO website</li> <li>➤ Speeches to be submitted to the Elections Committee to ensure that they meet the ETFO Human Rights Guidelines</li> </ul>

<b>Tuesday, February 19, 2019</b>	<ul style="list-style-type: none"> <li>➤ Campaigning begins at the ETFO General Meeting, at Club Roma</li> <li>➤ Candidates will address the membership at the meeting</li> <li>➤ In the event that a candidate is unable to attend, the Elections Committee will provide alternative arrangements (video, transcript, etc.) to the candidate</li> <li>➤ Campaigning lasts for 14 days after the General Meeting</li> </ul>
<b>Tuesday, March 6, 2019</b>	<ul style="list-style-type: none"> <li>➤ Campaigning ceases at 11:59 PM</li> <li>➤ All candidate information will remain on the ETFO website until Monday, March 18, 2019</li> </ul>
<b>Wednesday, March 6 – Sunday, March 10th, 2019</b>	<ul style="list-style-type: none"> <li>➤ On-line voting will take place over 5 days following the last day of campaigning. This will include the weekend.</li> <li>➤ Voting closes at 11:59 pm Sunday evening</li> </ul>
<b>Monday, March 18, 2019</b>	<ul style="list-style-type: none"> <li>➤ Successful candidates for the Delegate positions will be announced the first day back after March Break, and posted on the ETFO Niagara website</li> <li>➤ Candidate information will be removed from the ETFO Niagara website</li> </ul>

**From the Local Constitution:**

**Article X – Delegates to the Federation Annual Meeting**

10.1 An active member of ETFO Niagara Local may be nominated as a delegate to the Federation Annual Meeting

10.2 A minimum of one third of the allocated number of delegates to the Federation Annual Meeting shall be male, and a minimum of one third shall be female

10.3 The President, two Vice-Presidents and Treasurer, shall be delegates of the Local to the Federation Annual Meeting

10.4 Delegates to fill the complement shall be elected through electronic or in-school voting by the Local Membership

10.5 The Executive shall appoint replacement delegates as needed. The number of alternate delegates shall be determined by the Executive. Alternate delegates shall be runners up from the Local elections. If there are no runners up, alternate delegates may be appointed by the Executive.

## Campaign Packages

- Delegate Candidates are required to provide a short biography (150 words or less) and a picture to be published in February's ETFO Newsletter, and in the election packages which will be sent to stewards.
- The Elections Committee will provide dates to allow candidates to copy and package materials. All candidate materials will be photocopied by the candidate at the ETFO Niagara office, and each candidate will put their own materials into the various individual school envelope packages. In the event that the ETFO Niagara office is not available, the Elections Committee will make alternative arrangements to allow for copying at a different location, with a maximum reimbursement of \$100.
- No other paper materials are to be distributed, nor are other kinds of campaign literature (pins, rulers, pens, giveaways)
- Any additional campaigning is to be done via face to face conversations and/or telephone calls
- No advertising using social media (Facebook, Twitter, YouTube etc.) is permitted
- The courier can **NOT** be used by candidates in this election
- No giveaways are to be distributed at the General Meeting or at work sites

## Campaign Procedures

- Candidates will have access to a Google Doc for FAQ's so that all candidates have clear, consistent answers
- Candidates shall receive a written response to questions from the Elections Committee within 48 hours. Candidates must be cognizant of the fact that Elections Committee members are volunteers, and still have teaching responsibilities.
- Campaigns should **NOT** be carried out in the work sites
- Campaigns may begin **no more than 14 days prior to the election and shall cease by midnight of the day prior to the election**
- Campaigning by telephone is permissible until 11:59 PM of the day prior to the election
- **Board e-mail and/or websites are NOT to be used for election purposes under any circumstances**
- Anyone involved in the election must be a current ETFO member in good standing
- Should a Candidate disregard the election procedures and/or rulings of the Elections Committee, the Elections Committee will issue a **Cease and Desist** directive and/or they may inform the membership of the infraction. Further infractions will be dealt with on a case by case basis, and possibly with input from ETFO Provincial
- In the event that there is a discrepancy regarding election guideline procedures and/or elections voting, the Elections Committee will confer and make a determination, which shall then be shared with all candidates. This determination will be deemed final.

The Elections Committee is comprised of Rikki DaCosta, Jane Scozzafava and Amy Watson. If you have any questions, please address them via email to the Elections Committee, via Rikki DaCosta, ETFO Niagara Elections Committee Chair at [etfoniagaraelectionschair@gmail.com](mailto:etfoniagaraelectionschair@gmail.com).