

# **ELECTION GUIDELINES**

**FOR**

**THE SIMCOE COUNTY DESIGNATED EARLY  
CHILDHOOD EDUCATOR  
LOCAL**

**OF THE**

**ELEMENTARY TEACHERS' FEDERATION OF ONTARIO**

April 2019

SIMCOE COUNTY DESIGNATED EARLY CHILDHOOD EDUCATOR LOCAL

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## **ETFO HUMAN RIGHTS STATEMENT**

The Elementary Teachers' Federation of Ontario is committed to:

- Providing an environment for members that is free from harassment and discrimination at all provincial and local Federation sponsored activities;
- Fostering the goodwill and trust necessary to protect the rights of all individuals within the organization;
- Neither tolerating nor condoning behavior that undermines the dignity or self-esteem of individuals or the integrity of relationships; and
- Promoting mutual respect, understanding and co-operation as the basis of interaction among all members.

### **Section 1 - Eligibility**

- 1.1 An active member in good standing may be nominated to stand for elected office.
- 1.2 Only members who have served on the Executive for a minimum of one full term within the past 4 years may be nominated for the position of President.
- 1.3 If a position is unfilled during electoral process a member within good standings may run from the floor on the night of elections.

\*Definition: A Member in "Good Standings" is defined as a member whom is within good standings: Has not received a negative performance appraisal, Has no active investigations with the SCDS Board, College of Early Childhood Educators or the Simcoe County Local Designated Early Childhood Educators Local.

### **Section 2 - Nominations**

- 2.1 Members shall be notified of the request for nominations 60 days prior to the Spring Local Annual Meeting.
- 2.2 The deadline for receipt of nominations shall be determined by the Executive by March 1<sup>st</sup>. Written notice of the deadline for receipt of nominations shall be provided to the membership at least 30 days prior to the date chosen. Nominations from the floor will only be accepted for a position for which no nominations were received.
- 2.3 Notwithstanding the above, nominations duly moved and seconded and with consent of the nominee, shall be accepted at the Spring Local Annual Meeting.

### **Section 3 – Confirmation of Candidacy**

Your candidacy is official when following has been completed.

- 3.1 Candidate has received a confirmation letter from Election Committee and responded appropriately within the required time.
- 3.2 Candidate has received a copy of candidate guidelines (electronically or paper copy)

Once you have received confirmation of your nomination and the Candidate Guidelines from the Elections Chairperson, you may commence your campaign. Until that time, campaign activities are prohibited. Campaign strategies and activities are strictly limited to those outlined in these guidelines at the times indicated.

### **Section 4 – Candidate Articles**

If contested, candidates are required to provide the following information. Once provided, an un-contested (campaigning) the current President or Vice-President shall share campaign information via Local website, and email members directing them to the SCDECE website to view campaign materials.

- 4.1 Head and shoulder picture (jpeg)
- 4.2 A campaign article with a maximum word count for each designated position. Campaign article to be submitted electronically compatible with Word.  
 President: 500  
 Vice President: 300  
 Treasurer, Secretary and Local Executive Officers: 250
- 4.3 Candidate articles and pictures will be featured on the SCDECE website.
- 4.4 Candidates are limited to producing one piece of campaign material that the local will publish and post on the candidate's behalf on the local's website.
- 4.5 The campaign materials will be posted by the local no later than 14 days before the election date. The deadline to submit campaign material is 20 calendar days before the distribution date.

### **Section 5 – Campaign Strategies and Activities**

Campaign strategies and activities are designed to ensure that the process is fair and equitable for all candidates. Until such a time as nominations are official, campaign activities are not permitted. Campaign activities are strictly limited to those outlined in

the candidate guidelines. All candidates campaigning must be respectful and adhere to the ETFO Human Rights Statement.

5.1 Campaign giveaways are prohibited. Campaign giveaways are defined as tangible items traditionally provided in the candidates' display area designed to give the delegates a physical reminder of an individual's candidacy.

They include items such as but is not limited to:

- consumable samples
- trinkets and or Gadgets
- knick-knacks
- buttons
- any other form of reminder of a material nature.

5.2 Members may conduct interviews and/or question and contact candidates by telephone (or any other means) before the Spring Annual Meeting that is not during board paid time or local released time or during locally union sponsored events.

5.3 No financial costs to the local shall be used for campaigning.

## **Section 6 – Addressing Members**

6.1 Candidates/Members shall not host a website for candidates as a campaign strategy or activity, nor use Social Media sites/pages for campaigning.

6.2 There is to be NO campaign materials handed out at the meeting place.

6.3 Campaign material may not be sent through SCDSB courier service.

6.4 The local will not provide candidates with members' personal information including: names, home school or contact information

6.5 There will be no campaigning during any locally union sponsored events, regular work day, school visits and or during board paid time (professional development days).

6.6 Released officers will not campaign during their release hours.

6.7 Released officers will not use their access to members' personal information to campaign

6.8 Speeches at the Spring Annual Meeting shall be no longer than 5 minutes.

## **Section 7 – Misconduct and or Complaints.**

Complaints about violations of these above stated campaign procedures should be made to the chair of the elections committee who will investigate the complaint.

7.1 Should a candidate be found to be in violation of the procedures, they shall be directed to end the behavior that violated the procedures.

7..2 Should the candidate continue to violate the procedures; the chair of the elections committee shall announce the violations at the local annual meeting prior to the start of the elections.

## **Section 8 – Voting**

8.1 Each candidate may appoint one scrutineer to observe the counting of the ballots for that candidate's election.

8.2 The vote count for all elected positions shall be released to the members' present following each ballot and be published in the minutes of the Spring Local Annual Meeting.

8.3 The ballots will be destroyed by motion of the Local Annual Meeting immediately following the elections.

## **Section 9 – Successful Candidacy**

9.1 To be declared successful a candidate for President, Vice-President, or Treasurer/Secretary you must obtain the majority of the ballots cast by the members present.

9.2 In the case of more than two (2) nominees for any of the above stated offices, and failing a majority for any candidate on the first ballot, the count of the vote will be announced and the name of the candidate with the least number of votes shall be dropped from the second and succeeding ballots until one (1) of the candidates has a majority.

9.3 An unsuccessful candidate may seek another position on the Executive for which a member is eligible by dropping down.

9.4 Successful candidate begin their two-year term effect July 1<sup>st</sup> of the election year.