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## **MEMO**

**TO:** NEA Board of Directors  
NEA Executive Committee  
State Affiliate Presidents  
State Affiliate Executive Directors

**FROM:** Sabrina Tines  
Senior Director, NEA Center for Governance

**DATE:** May 31, 2020

**RE:** At-Large Director Elections for the 2020 NEA Representative Assembly

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Delegates to the 2020 NEA Representative Assembly will elect nine (9) Active members employed in education support professional positions to serve as at-large directors on the NEA Board of Directors. Each position is for a three-year term. These positions must be filled to meet the proportional representation requirements of Article V, Section 1 of the NEA Constitution. Provisions relevant to the 2020 election cycle appear below:

f. Active members employed in education support professional positions shall be represented on the Board at least in proportion to their membership in the Association. If the percentage of such members elected to the Board fails to achieve such proportional representation, the Representative Assembly shall elect at large the number required to assure such representation. Candidates for these positions shall be nominated by the delegates at the Representative Assembly who are Active members employed in education support professional positions.

Delegates may also elect one (1) at-large alternate representative to the NEA Board of Directors to a three-year term from among Active members employed in education support professional positions. At-large alternate positions may be filled to meet the requirements of NEA Bylaw 5-6 which states:

(ii) If, pursuant to Article V, Section 1 of the Constitution, the Representative Assembly elects one or more at-large ethnic minority, administrator, classroom teacher in higher education, or education support directors, the Representative Assembly shall also elect one at-large alternate in a particular category to serve in an at-large director's place if they are unable to attend a meeting of the Board of Directors.

Candidates may be nominated for election to a regular director position OR to the alternate position for which they are eligible, but shall not be nominated for election to both positions.

NEA will publish at-large candidate photos and biographical information on the RA delegate website. Candidates will be nominated in writing using the form provided. Candidates for at-large positions representing education

support professionals (ESP) must be nominated by delegates who are ESPs. For additional details please refer to the enclosed Information and Deadlines for At-Large Candidates.

Cc:

Committee on Constitution, Bylaws, and Rules  
Chairperson, Committee on Elections  
Chairpersons, NEA Ethnic Minority Affairs Committee  
President, National Council for Education Support Professionals  
President, National Council for Higher Education  
Delegates to the NEA Representative Assembly  
State Annual Meeting Coordinators  
2020 At-Large Candidates

## INFORMATION AND DEADLINES FOR AT-LARGE CANDIDATES: 2020

**Filing for Office:** At-large candidates may file for office until 4:00pm Eastern time on June 24. However, we strongly encourage candidates to file earlier in order to complete the videos and other information outlined below. Filing forms are available on the delegate website (<http://ra.nea.org/delegate-resources/>). Filings will be accepted via email to [clewis@nea.org](mailto:clewis@nea.org) until 4:00pm Eastern time on June 24.

**Candidate Photographs and Statements Deadline, June 24 – 4:00pm Eastern time:** NEA will publish at-large candidate photos and biographical information on the RA delegate website. Candidates wishing to take advantage of these services must file for office and submit a photograph and biographical information to [clewis@nea.org](mailto:clewis@nea.org) by 4:00pm Eastern time on June 24. The biographical statements must be submitted on the provided form to Carrie Lewis ([clewis@nea.org](mailto:clewis@nea.org)). Candidates must use no more than 100 words **total** for all responses combined.

**Lotteries, June 25 – 7:00pm Eastern time:** Lotteries will determine the order of speeches and candidate names on the ballot. The lotteries will be conducted virtually at 7:00pm Eastern time on June 25. All candidates will receive the link for the lottery by 12:00 noon Eastern time on June 25.

**Nominations:** Candidates will be nominated in writing using the provided form. Candidates for at-large positions representing education support professionals (ESP) must be nominated by delegates who are ESPs. Candidates or their nominators should email the nomination form to [clewis@nea.org](mailto:clewis@nea.org) by 4:00pm Eastern time on June 24.

**Interviews and speeches to states and caucuses:** NEA will provide states and caucuses candidate contact information and will give state and caucus information to candidates. Given the time zone differences across the country, NEA will not designate a specific day and time frame for interviews prior to our 2020 Virtual RA. States and caucuses who wish to interview are responsible for contacting candidates to arrange for interviews. However, NEA will provide candidates with “virtual Zoom rooms” at their request. \*NEA has been informed that state presidents are offering to host multiple states who wish to interview together in one joint interview session. Candidates should contact Cheryl Bost ([cbost@msea.org](mailto:cbost@msea.org)) for details.

**Candidate videos:** NEA asks that each at-large candidate record a two-minute video on a smart phone or tablet that NEA will post and share with state delegations and special interest caucuses as a replacement for live, virtual visits. Candidates will receive instructions for recording a video. These videos will also be used for the RA body on July 3. These videos must be of the candidate only, speaking straight-to-camera without graphics, supporters, or other visuals, following the policy and practice of the RA in speeches before the delegates assembled in the official meeting.

To ensure consistency, and not advantage or disadvantage any candidate, NEA will mail a standard backdrop to each candidate that can be hung on a wall as a video backdrop. We request all candidates to use the backdrop.

**Campaign Materials:** Printed campaign materials must be cleared with the Committee on Constitution, Bylaws, and Rules. Candidates must email copies to [clewis@nea.org](mailto:clewis@nea.org).

**Raffles and Lotteries for Campaign Fundraising:** Candidates for NEA office may give away items by lottery, raffle, drawing, or similar means, provided that such activity is legal under relevant state law. It is illegal in most states to conduct an activity in which any participant pays or promises to pay money to be eligible to win a prize. If a lottery or similar activity is to be legal, everyone who is otherwise eligible to participate must have an equal opportunity to win regardless of making a contribution.