

NEA Rules of Procedure for the 2021 Virtual Representative Assembly

The NEA Board of Directors has acted to convene the 2021 NEA Representative Assembly in a virtual format given the ongoing health risks posed by the global coronavirus-19 pandemic. Delegates to the 2021 Representative Assembly will take action on business during the virtual meeting, including amendments to the Legislative Program, Resolutions, and Policy Statements; the Modified Strategic Plan and Budget; and new business items. Voting on amendments to the NEA Constitution and Bylaws will take place via a secure online platform during the Representative Assembly, and election of members to the NEA Executive Committee and At-Large Board of Directors seats will take place via mail ballot following the virtual Representative Assembly.

The NEA Board has approved the following proposed Rules of Procedure to govern the conduct of the 2021 virtual Representative Assembly. These Rules allow for the full participation of delegates in debate and votes on business in the most efficient manner given the necessary limitations in terms of time and technology of conducting a meeting of the size and complexity of the NEA Representative Assembly virtually.

1. DELEGATES

Standing Rule 1 shall remain in effect with the following exceptions:

- Complaints or questions regarding the issuance of credentials shall be submitted in writing to the committee no later than June 1 by email to Keira McNett (kmcnett@nea.org).
- Objections to the seating of a delegate(s) may be challenged by motion to amend the preliminary report of the Credentials Committee conveyed via email to Keira McNett (kmcnett@nea.org). The Credentials Committee shall review any such challenge and any complaint regarding the issuance of credentials submitted by the June 1 deadline, and make a recommendation as to its disposition to the NEA Board of Directors, which shall have final authority over the matter.
- Registration of delegates, successor delegates, nondelegate members and guests shall begin June 1, 2021 and shall be completed by June 28, 2021 prior to the issuance of the Credentials Committee preliminary report.
- No one shall be permitted to participate in the virtual RA other than registered delegates. Nondelegate members and guests may only observe the virtual Representative Assembly. The NEA Parliamentarian, General Counsel, and other such staff and speakers as requested by the presiding officer shall be permitted to address the Assembly as appropriate.

2. COMMITTEE ON CONSTITUTION, BYLAWS, AND RULES

Standing Rule 2 will remain in effect in its entirety.

3. ORDER OF BUSINESS AND DEBATE

The following sections of Standing Rule 3 will remain in effect¹:

¹ The following subsections of Standing Rule 3 shall not be in effect for the 2021 Virtual Representative Assembly: D.

- A. Adoption of the Order of Business
- B. Documents Governing Representative Assembly
- C. Advisors to Presiding Officer
- E. Display of Business
- H. Closing Debate
- N. Suspension of a Standing Rule
- P. Contact E-Mail Address

Due to the limitations of a virtual Representative Assembly, the following procedures will also govern:

- New business items shall be scheduled for at least two hours per day at the time specified in advance by the chair. Debate on resolutions, legislative amendments, policy statement amendments, and amendments to the NEA Constitution and Bylaws shall be scheduled for no more than one hour each. Extension of these time periods shall be permitted only with the approval of two-thirds of delegates present and voting.
- Items that have not been heard by the adjournment of the Representative Assembly as set by the presiding officer shall fall to the ground, have no effect, and not carry over to any future Assembly.
- No delegate, other than the maker, shall speak more than once on the same item, nor longer than two (2) minutes.
- Any motion to refer one or more NBI's must include a written indication as to the position of the maker of each NBI on the referral. That information shall be shared with the delegates in advance of the debate on the referral.
- All motions requiring a second are deemed to be seconded.

4. REPORTS

Standing Rule 4 will remain in effect in its entirety.

5. AMENDMENTS TO THE NEA CONSTITUTION, BYLAWS, AND STANDING RULES

Standing Rule 5 will remain in effect in its entirety with respect to proposed amendments to the NEA Constitution and Bylaws for consideration at the 2022 Representative Assembly.

6. NEW BUSINESS ITEMS

The following sections of Standing Rule 6 will remain in effect²:

- B. Format
- D. Duplicate New Business Items
- E. Relating to Federal Legislation
- F. Submitted by the NEA Board of Directors
- G. Boycotts and Sanctions
- H. Cost Estimates
- I. Duration

Scheduling of New Business Items; F. Delegate Recognition and Speaking Time; G. Yielding Speaking Time; I. Roll Call Vote; J. Length of Remarks; K. Motions Submitted in Writing; L. Object to Consideration; M. Motion to Refer; O. Breaks.

² The following subsections of Standing Rule 6 shall not be in effect for the 2021 Virtual Representative Assembly: A. Submission; C. Distribution

- J. Editing
- K. Implementation
- M. Impacting the Representative Assembly

In addition, the following Rules shall be in effect:

- New business items shall be specific in nature and terminal in application, shall concern issues beyond one state affiliate, and shall not call for NEA to do work that is already in progress. New business items that do not meet these criteria shall be ruled out of order and will not be considered.
- The adoption of a new business item shall not include approval of any appropriations.
- All new business items MUST be submitted to the Committee on Constitution, Bylaws, and Rules no later than 4:00pm Eastern time on June 15, 2021, and shall be submitted by:
 - Petition of Delegates -- Petition of at least fifty (50) delegates;
 - State Delegation -- A majority vote of those present and voting at a state delegation at a regularly called meeting of the delegation in connection with the Annual Meeting;
 - Governance Body – a governance body of the NEA or a state or local affiliate; or
 - Committee on Constitution, Bylaws, and Rules – the Committee on Constitution, Bylaws, and Rules
- All new business items submitted by the June 15 deadline will be posted on the delegate website, along with rationale, maker contact information, and cost as soon as available.
- Final new business items that have been revised by the maker must be submitted in writing to the Committee on Constitution, Bylaws, and Rules no later than 4:00pm Eastern time on June 25, 2021. No final new business item may be submitted or considered that has not been submitted in preliminary form by June 15, 2021.
- Delegates may submit amendments to published new business no later than noon eastern time on the day on which the new business item is to be considered.

7. RESOLUTIONS COMMITTEE AND PROCEDURE

Standing Rule 7 shall remain in effect with the following modifications:

- Elections Procedure – Elections shall be by secret ballot. Voting shall be by those delegates present and shall take place in a business meeting of the state delegations and by the retired and aspiring educator delegates at a time and place designated by the Chair of the delegation.
- The report of the election results shall be submitted to clewis@nea.org before the close of the 2021 Representative Assembly.
- Any new resolutions and amendments to resolutions shall be submitted to the Committee on Constitution, Bylaws, and Rules by 4:00pm Eastern time on June 30, 2021.
- All new resolutions and amendments to resolutions submitted by the June 30 deadline will be posted on the delegate website, along with rationale and maker contact information.

- Delegates may submit amendments to published new resolutions and amendments to resolutions no later than noon eastern time on the day on which the report of the Resolutions Committee is to be considered.

8. AMENDMENTS TO THE LEGISLATIVE PROGRAM

Standing Rule 8 shall remain in effect with the following modifications:

- Legislative amendments shall be submitted preliminarily to the Committee on Constitution, Bylaws, and Rules no later than 4:00pm Eastern time on June 30, 2021, and shall be submitted by:
 - Petition of Delegates -- Petition of at least fifty (50) delegates;
 - State Delegation -- A majority vote of those present and voting at a state delegation at a regularly called meeting of the delegation in connection with the Annual Meeting; or
 - Governance Body – a governance body of the NEA or a state or local affiliate;
- All legislative amendments submitted by the June 30 deadline will be posted on the delegate website, along with rationale and maker contact information.
- Delegates may submit amendments to published legislative amendments no later than noon eastern time on the day on which the Legislative Program is to be considered.

9. POLICY STATEMENTS

Standing Rule 9 will remain in effect with the following modifications:

- Amendments to existing Policy Statements shall be submitted preliminarily to the Committee on Constitution, Bylaws, and Rules no later than 4:00pm Eastern time on June 30, 2021, and shall be submitted by:
 - Petition of Delegates -- Petition of at least fifty (50) delegates;
 - State Delegation -- A majority vote of those present and voting at a state delegation at a regularly called meeting of the delegation in connection with the Annual Meeting;
 - Governance Body – a governance body of the NEA or a state or local affiliate; or
 - Committee on Legislation or Committee on Resolutions
- All amendments to existing Policy Statements submitted by the June 30 deadline will be posted on the delegate website, along with rationale and maker contact information.
- Delegates may submit amendments to published policy statement amendments no later than noon Eastern time on the day on which the item is to be considered.

10. ELECTIONS FOR STATE, RETIRED, AND ASPIRING EDUCATOR DIRECTORS

Standing Rule 10 will remain in effect in its entirety.

11. ELECTIONS CONDUCTED BY REPRESENTATIVE ASSEMBLY DELEGATES

The following section of Standing Rule 11 will remain in effect³:

³ The following subsections of Standing Rule 11 shall not be in effect for the 2021 Virtual Representative Assembly; 7A,

A. Elections Committee

B. Procedures:

1. Filing
2. Advance Publicity
4. Campaign Expenses
5. Notification of NEA At-Large Director Positions
8. Tenure

In addition, the following Rules shall be in effect:

- Candidates for At-Large Board seats shall file no later than 4:00pm Eastern time on June 15, 2021. All filing forms shall be submitted to clewis@nea.org.
- Nominators for candidates for Executive Committee and At-Large Board seats shall submit the official nomination form to clewis@nea.org no later than 4:00p Eastern time on June 15, 2021.
- Nominated candidates shall provide videotaped speeches, which shall be presented to the virtual Representative Assembly on the date set by the NEA President and for the time periods set forth below.
 - Candidates for NEA Executive Committee – 3 minutes each
 - At-Large candidates for the NEA Board of Directors – 2 minutes each
- No campaign materials shall be displayed where they are visible on screens during the virtual Representative Assembly, provided that this prohibition shall not apply to the wearing of T-shirts, hats, pins, buttons, and the like.

The order in which candidate speeches shall be presented to the Assembly shall be determined by a lottery conducted virtually on June 16, 2021 at 7:00 p.m. Eastern time. Candidates shall be provided with the log-in information for the lottery by noon on June 16, 2021

The vote for NEA candidates will take place by secret mail ballot mailed directly to delegates' home addresses in the process detailed below

Ballots shall be sent out no later than July 2, 2021 to the home address of each delegate as submitted on their delegate registration form. Mail ballots must be returned by July 23, 2021 to be counted in the 2021 Representative Assembly elections.

Candidate names shall be placed on the first mail ballot in the order determined by lottery held on June 16, 2021, supervised by the Elections Committee Chair and the CCBR Chair. Should runoff elections be necessary, the order of candidate names shall similarly be determined by lottery.

The order of the lottery shall be as follows: For placement on the first ballot, the Chair of the Election Committee shall draw on behalf of each candidate in the alphabetical order of each candidate's state. For placement on a runoff ballot, the candidates shall draw in order of the highest number of votes received on the previous ballot.

Runoff elections shall be held as necessary by subsequent mail ballots until there is an election

for each position by a majority vote.

Candidates shall be briefed on the mail ballot procedure and shall be provided with the opportunity to observe the procedure, either in-person or virtually. Candidates shall be provided at least 7 days advance notice of the time and place for the counting of the ballots and shall be given the opportunity to observe that process virtually or in person as the pandemic situation allows. The Elections Committee shall have the authority to set procedures for ensuring observability, secrecy, and election integrity.

Candidates for Executive Committee and At-Large Board of Directors shall file both the preliminary and final reports called for in Standing Rule 11.B.4(b). Preliminary reports shall be submitted to clewis@nea.org by 4:00pm Eastern time on June 15, 2021 and final reports shall be submitted to the committee within thirty (30) days following certification of the election results.

The committee shall report to the Representative Assembly, prior to nominations, whether any candidate has in any manner violated the election rules and regulations. The final report shall be made available for inspection by any member by means of an appropriate NEA electronic publication.

The Elections Committee shall report the results of the election July 23, 2021 via posting on the RA delegate website.

12. DEFINITIONS ⁴

The definitions in Standing Rule 13 shall remain in effect with the following modification:

- “Secret ballot” shall be defined to include electronic voting that preserves the secrecy of the ballot and ensures one delegate one vote.

13. OTHER STANDING RULES SUSPENDED

All other Standing Rules shall be suspended during the 2021 Virtual Representative Assembly.

⁴ Standing Rule 12, Operating Procedures, shall not be in effect for the 2021 Virtual Representative Assembly