

PEA Executive Officer Nomination Form – 3 Year Term, July 1, 2025-June 30, 2028

President -- Executive Vice President – Secretary/Treasurer

Vice President, Teacher – Vice President, Paraeducator – Vice President, ESP

PEA Executive Officer Election Procedures and Candidate Responsibilities

Election Procedures:

All nomination forms must be received by the PEA office by 5:30 PM on Thursday, March 6, 2025, to be eligible to run for a PEA Executive Officer position. Forms can be emailed (polk@floridaea.org attn: Branden Lane), mailed to, or dropped off at the PEA Office — 730 East Davidson St., Bartow, Florida.

Each position has one (1) seat allotted. All elected PEA Executive Officers are expected to be at every PEA Board of Directors (Rep Council) meetings, Executive Board meetings, bargaining sessions, along with other duties that may need to be performed. The PEA President and either the Executive Vice President or Secretary/Treasurer are full-time duty released.

Any member in good standing is eligible to hold an elected office in the Unified Association. Any member in good standing holding active teacher or active ESP (support staff) membership in the Association for a period of at least two (2) years prior to the term beginning date of July 1st shall be eligible to seek elected executive office in the Association. A member in good standing is defined as a dues paying member of PEA who is current on any and all dues payments or outstanding fees. For a member in good standing to be eligible to hold the elected office of Vice President- Teacher, Vice President-Paraeducator, or Vice President-ESP, that member must be represented under that corresponding bargaining unit in addition to meeting the other requirements in this subsection. [PEA Bylaws Article II.C].

If an officer position is contested, the speaking order to address the Board of Directors on March 6, 2025, will be determined by drawing lots. The speaking order for a contested position will also be the order in which candidates will appear on the secret ballot.

All officer elections will be determined by simple majority. If in the first round of elections, a simple majority is not met for a seat/position, then the top two candidates with the highest number of votes goes to a runoff election where a simple majority will be achieved by one of the candidates. [PEA Bylaws Article III.A.7]

If the number of nominations exceeds one (1) nomination for any of the PEA Executive Officer positions available, a secret ballot election must be held. Notice of the election must be provided to the entire membership at least 15 days before the day of the ballot count. Candidates will follow PEA policies for officer elections for all campaign literature, advertisements, etc. If a secret ballot is necessary, ballots will be counted (if paper) or ballot results read (if electronic) at the PEA Office – 730 East Davidson St., Bartow starting at 5pm on Friday, April 4, 2025.

Nominees must be present at the March 6th Board of Directors meeting to accept their nomination. Nominees that wish to have an advertisement on the PEA web may submit a Candidate Statement, up to 300 words and include one picture, due electronically to PEA, polk@floridaea.org attn: Branden Lane, on Tuesday, March 11th by 5pm.

Send all nomination forms to the PEA Office either in person, email, or by US Mail.

730 East Davidson Street 33830 or polk@floridaea.org attn: Branden Lane (staff liaison to the PEA Elections and Credentials Committee. You will receive a confirmation email that your nomination form has been received within 2 business days from Branden Lane on behalf of the Elections and Credentials Committee. If you do not receive a confirmation email, please contact Branden Lane at branden.lane@floridaea.org

Polk Education Association Officer Nomination Form July 1, 2025-June 30, 2028

Name of Nominee _____ SAP _____

Mailing Address _____

Home Phone _____ Cell Phone _____

Work Location _____ Home Email _____

Position Sought

_____**PEA President-**

three-year term; automatic delegate to all state and national delegate assemblies/conventions (PEA Bylaws- Article III.A.1.a.i); serve on FEA Governance Board

_____**PEA Executive Vice President-**

three-year term; automatic delegate to all state and national delegate assemblies/conventions (PEA Bylaws- Article III.A.1.a.i); serve on FEA Governance Board

_____**PEA Secretary/Treasurer-**

three-year term; automatic delegate to all state and national delegate assemblies/conventions (PEA Bylaws- Article III.A.1.a.i)

_____**PEA Vice President, Teacher- three-year term**

_____**PEA Vice President, Paraeducator- three-year term**

_____**PEA Vice President, ESP- three-year term**

Nominated by (please check one): self _____ or PEA Member _____

Candidate Affidavit: I hereby accept the above nomination and certify that all information is correct. I have read the PEA Campaign Rules Governing Candidates Seeking Election and understand that such rules must be strictly followed to guarantee an election process that is fair to all candidates.

I further understand that any violation of these rules shall be investigated by the Elections Committee. Serious violations shall be referred to the Board of Directors for action, which may include removing the candidate's name from the ballot for the election in which the violations occurred.

Signature

date

Nominations due to the PEA Office by 5:30 p.m. March 6, 2025.



PEA Campaign Rules Governing Candidates Seeking Election

1. The courier shall not be used for distribution of any campaign materials, nor shall any campaigning take place at the individual work sites during the professional workday.
2. Campaigning shall begin no earlier than the adjournment of the PEA Board meeting the month before the filing deadline.
3. Campaign expenditures are limited to no more than \$1.00/member, including in-kind expenditures.
4. Candidates must submit a sample of all campaign materials to the Elections Committee Chairperson by 5:00 pm, the day of ballot tabulation.
5. Candidates must present a budget form that lists all campaign expenses and documentation of such expenses, including receipts from vendors, to the Elections Committee Chairperson, by 3:00 pm the day of vote tabulation.
6. Each candidate may have a maximum of three items to be distributed by Association Representatives.
7. All Campaign Materials, distributed to members, must bear the legend "Paid Political Advertisement" located in a prominent position on each item.
8. Candidate posters, on Association bulletin boards at each work site, shall be limited to one poster of any size, not to exceed 12"x18".
9. Candidates shall not use the facilities, staff, supplies or duplicating equipment of the Polk Education Association, to reproduce and distribute campaign materials.
10. One set of member home address mailing labels will be prepared upon request and submission of a check for \$100 made out to Polk Education Association to cover the cost of labels and printing.
11. No Executive Officer (i.e. President, Vice-President, Secretary/Treasurer) or member of the Election's Committee, shall utilize their position, title or time, while acting in their official capacity, for the support of or opposition to any candidate for PEA office.
12. An individual shall not be recognized as a candidate for office unless nomination papers have been filed and the candidate has signed the Affidavit of Understanding (see Nomination Form), indicating their knowledge of the rules governing elections.
13. Candidates shall be given an opportunity to speak before the Board of Directors, at the meeting corresponding to the deadline for the filing of nomination papers. The speaking order for each office will be determined by a drawing of lots conducted by the Chairperson of the Elections Committee.
14. Presidential candidates will be given 5 minutes to speak; Vice-Presidential candidates will be given 3 minutes to speak; Secretary/Treasurer candidates will be given 2 minutes to speak. The Parliamentarian or his/her designee will time the speeches and will give each candidate notification when they have 15 seconds left to complete their presentation.
15. Any candidate can submit one campaign biography and photo to the election committee on the Tuesday following the Thursday Board of Directors nomination's meeting to be placed on the official PEA website (by 5pm Tuesday, March 11, 2025).
16. Review PEA Bylaws Article II- Officers, Article III- Election and Recall, AND Policies of PEA Section IX- Elections. Contact the PEA Office for a copy of the election related articles and sections.

Polk Education Association

Candidate Expense Report 2025

Candidate _____

Nominated Position _____

Address _____

Due April 4, 2025 at 3 pm

Please attach receipts and a sample of each type of materials distributed

Date	Vendor Name	Description of Items Purchased	Cost
3/6/2025	PEA	Mailing labels to member home addresses Initial here if declining mailing labels _____	100.00
TOTAL			

PREPARED BY: _____

DATE: _____

APPROVED BY: _____

DATE: _____

Make checks payable to the: Polk Education Association