



The OEA will lead the way for continuous improvement of public education while advocating for members and the learners they serve.

TO: Local Association Presidents
FROM: William Baird, Elections & Conference Coordinator
DATE: August 31, 2023
RE: Election Procedures for: Local Delegates to OEA Representative Assemblies –
December 2, 2023 and May 10-11, 2024 (Conducted by Local Associations)

LOCAL ASSOCIATION DELEGATE ELECTIONS: It is important that you **immediately review** the election materials outlining the procedures for election of delegates and alternates from your local association who will serve as representatives to the 2022-23 OEA Representative Assemblies. (Materials are available on the OEA Website).

October 10, 2023 is the deadline for local associations to conduct their local OEA Representative Assembly delegate elections. If the delegates/alternates were elected at a general membership meeting in accordance with the OEA elections manual, an official copy of the meeting minutes reflecting the outcome of the election must accompany the official election report form.

October 15, 2023 is the deadline for submission of names of elected local delegates and alternates to the OEA Representative Assemblies as required by OEA Constitution/Bylaws.

Elections conducted after October 10, 2023 and election report forms returned after October 15 must include a letter addressed to the **OEA Credentials Committee** explaining the reason for not meeting the deadline. Please email the letter to oeaa@ohea.org. The Credentials Committee will determine the official seating of delegates from locals that that did not meet the deadlines. **Additionally, all locals with outstanding dues transmittal issues will need to meet with the Director of Membership and the OEA Credentials Committee to determine delegate seating proportionate to the amount of dues paid.** Please provide your local election committee with a copy of the Regulations for Election of Local Association Delegates for purposes of constructing a ballot and conducting the local election (available on the OEA Website).

NOTE:

NAMES OF ALL DELEGATES AND ALTERNATES ELECTED TO THE DECEMBER 2, 2023 AND MAY 10-11, 2024 OEA REPRESENTATIVE ASSEMBLIES MUST BE SUBMITTED ONLINE VIA THE ONLINE DELEGATE REPORTING PORTAL OR ON THE OFFICIAL ELECTION REPORT FORM, WHICH CAN BE COMPLETED AND MAILED WITH APPROPRIATE SIGNATURES AFFIXED BUT MUST BE RECEIVED BY OCTOBER 15, 2023. THE FORM MAY BE COPIED OR PRINTED FROM THE OEA WEBSITE TO ACCOMMODATE THE NUMBER OF DELEGATES ALLOCATED TO YOUR LOCAL. THE FORM MUST BE ACCOMPANIED BY A SAMPLE BALLOT USED IN THE ELECTION, BEARING THE NAMES OF ALL DECLARED CANDIDATES, WRITE-IN CANDIDATES AND THE NAMES OF LOCAL ASSOCIATION OFFICERS WHO SERVE AS AUTOMATIC DELEGATES BY VIRTUE OF OFFICE, IF APPROPRIATE, AS DEFINED IN YOUR LOCAL CONSTITUTION.

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Questions concerning election of **LOCAL** delegates to the OEA Representative Assemblies should be directed to the Elections & Conference Coordinator toll free at 800-282-1500, ext. 3169, local at 614-227-3169 or via e-mail at bairdw@ohea.org.

PLEASE COMPLETE THE ONLINE DELEGATE REPORTING -OR- RETURN THE FOLLOWING DELEGATE ELECTION INFORMATION TO:

Elections & Conference Coordinator
Ohio Education Association
225 E. Broad St., Columbus, OH 43215

1. *Official election report form for reporting of local delegates and alternates COMPLETED FRONT/BACK AND SIGNED BY PRESIDENT AND ELECTIONS CHAIRPERSON – RECEIVED NO LATER THAN OCTOBER 15, 2023. This form is reproducible so make as many copies as necessary.*
2. *ONE COPY of the ACTUAL BALLOT used in the election containing all candidate names INCLUDING WRITE-IN CANDIDATES and officers who are delegates by virtue of office. PLEASE ENSURE THAT THE EXACT NUMBER OF VOTES RECEIVED BY ALL CANDIDATES ARE RECORDED ON THE FORM, INCLUDING THE DATE OF YOUR NOTICE OF ELECTION, DATE OF ELECTION, DATE BALLOTS COUNTED, TOTAL NUMBER OF MEMBERS AND TOTAL NUMBER OF MEMBERS WHO VOTED OR IT CANNOT BE PROCESSED! IF DELEGATES/ALTERNATES WERE ELECTED AT A GENERAL MEMBERSHIP MEETING IN ACCORDANCE WITH THE OEA ELECTIONS MANUAL, A COPY OF THE OFFICIAL MEETING MINUTES REFLECTING THE OUTCOME OF THE ELECTION MUST ACCOMPANY THE OFFICIAL ELECTION REPORT FORM. ALL CANDIDATES MUST BE A MEMBER OF THEIR LOCAL, DISTRICT, STATE AND NATIONAL ASSOCIATIONS.*

ALL DOCUMENTS MENTIONED IN THIS MEMO ARE AVAILABLE ON THE OEA WEBSITE AND WILL BE EMAILED TO ALL LOCAL PRESIDENTS BY SEPTEMBER 1, 2023.

OEA Website: www.ohea.org