

**Policy Category**

**ELECTION RULES**

**Policy Title**

**ELECTION PROCEDURES**

1. Election procedures are predicated on the one person-one vote rule.
2. Each member of the Association shall receive one ballot. A brief biographical sketch of each candidate shall be made available to each member prior to the election. The SDEA/NEA president shall be responsible for the preparation and distribution of ballots.
3. Voting will be via individual member ballots. The SDEA/NEA President and Board of Directors shall be responsible for the process of balloting.
4. All SDEA/NEA balloting shall be completed within 15 days following the SDEA/NEA Representative Assembly. (Refer to SDEA/NEA Bylaws Article IX. Section 2)
5. An Elections Committee shall consist of Board members or appointed representatives, one from each region, who are not candidates for office and the SDEA/NEA General Counsel as staff liaison
6. Ballots shall be tabulated by the SDEA/NEA staff and validated by the Elections/Rules Committee. All candidates for office shall be notified of the date the ballots will be validated and have the option of attending or sending a representative. (Refer to Policy 7.8)
7. The Elections Committee shall be responsible for any ballot recounts. Any defeated candidate may call for a recount within five (5) calendar days after the tabulation report of the elections committee, if the defeated candidate has lost by no more than 2% of the total vote cast for that office.
8. The Elections Committee shall notify any defeated candidate of a recount option. Any request for a recount shall be made to the chairperson of the Elections Committee. The Committee shall determine the time and place for the recount and shall notify the candidates of this information. Candidates may have observers present for the recount. After the recount, the Elections Committee shall validate the recount and confirm the winner.
9. The Elections Committee shall be responsible for validating the vote and announcing all the election results. The SDEA/NEA President, or designee, will notify candidates of the outcome of the election after the meeting of the Elections Committee. Candidates will be asked to supply an email address to use for notification. The results will be posted on the SDEA website by the end of the next business day. The Election/Rules Committee shall announce the election results which shall be printed in the next SDEA/NEA official publication (Refer to SDEA/NEA Bylaws Article IX. Section 5)
10. All election challenges must be submitted by certified mail to the Elections Committee within 30 days of the announcement date of the election results. The Elections Committee

shall meet and review all protests and challenges and forward recommendations for resolution to the SDEA/NEA Board of Directors.

11. The Board of Directors will certify the election results at the next scheduled meeting. All SDEA/NEA election results and ballots shall be retained for one year.

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Sandy Arseneault  
President of the Board

Adopted	April 6, 1991
Amended	October 12-13, 2001
Amended	January 31- February 1, 2003
Amended	January 29, 2005
Reviewed	October 5, 2007
Amended	October 1, 2011