

TENNESSEE

Alternative Education Association

**ELECTION
CHARTER**

(MAY 2013)

ELECTION POLICIES AND PROCEDURES

Introduction

The Election Committee is formed pursuant to the Articles of Incorporation and Governing By-Laws of the Tennessee Alternative Education Association (TAEA). The Committee is charged with accepting candidate applications for Director At-Large positions, developing a slate of candidates and election ballot, as well as carrying out the election policies and procedures consistent with the Charter presented herewith. Additionally, the Election Committee must ensure that all candidates for office have the minimum qualifications noted in the Election Charter and complete the required qualifying materials.

Vacant Director-At-Large Positions

During the 2013 Annual Conference and Meeting of the Membership, the following vacant Director At-Large positions will be filled consistent with the Election Charter:

Position:	Term of Office:	Election Cycle:	Current Director-At-Large Vacating Post:
Director At-Large, EAST	2 years	(Odd Year)	Debby Skyler
Director At-Large, MIDDLE	2 years	(Odd Year)	Dr. James Witty
Director At-Large, MIDDLE	2 years	(Odd Year)	Lee Farris
Director At-Large, WEST	2 years	(Odd Year)	Paul W. Thacker

Minimum Qualifications for Director-At-Large Candidates

To be eligible to run for Director-At-Large, the candidate must qualify for the position based upon meeting, at minimum, one (1) or more of the following qualify requirements:

1. Three (3) years of experience in a program, school, school district or similar organization, including a state education agency, foundation, or education laboratory that provides or supports alternative education. **The noted experience satisfies the minimum qualifications for the Director-At-Large position.**

AND/OR

2. One (1) year of experience in alternative education, as described above, is required and two (2) years of experience on the Board of Directors of a not-for-profit education organization. **The noted experience satisfies the minimum qualifications for the Director-At-Large position.**

AND/OR

3. One (1) year of experience in alternative education, as described above, is required and two (2) years of experience as university faculty or author of authoritative research, analytic essays, or policy analysis on alternative education. **The noted experience satisfies the minimum qualifications for the Director-At-Large position.**

The candidate for office must also affirm meeting the minimum qualifications for a Director-At-Large position when submitting the qualifying materials for candidates.

Qualifying Materials for Candidates

To be eligible to run for a Director-At-Large position, the candidate MUST submit ALL qualifying materials via www.the-taea.org at least (7) days in advance of the Annual

Conference and Meeting of the Membership. All items submitted by candidates will be made available (without edit) to the membership via www.the-taea.org. Qualifying materials will include, but not limited to, the following:

1. The Director-At-Large position the candidate wants to be nominated for,
2. The candidate's full name, job title, affiliation, preferred mailing address, phone number, fax, email, date of TAEA membership if joined online, and dates of conferences attended,
 1. Statement of interest (no more than 250 words),
 2. Knowledge and skills (no more than 250 words),
 3. A concise biography (no more than 250 words), and
 4. Affirmation that the candidate meets the minimum qualifications.

Candidates that do not submit the required qualifying materials and/or do not meet the minimum qualifications will be disqualified as a candidate for office/election.

Slate of Eligible Candidates for Election

The Election Committee, in advance of the conference, will confirm candidates for all Director-At-Large positions and posts their qualifying information at www.the-taea.org for review by the TAEA membership. Confirmation entails ensuring that the candidate submits all the required qualifying materials and meets the minimum qualifications presented herewith. Candidates not following this process or meeting the requirements will NOT be allowed to run for office and are encouraged to seek election during the next election cycle.

Ballot Method

The Election Committee must develop a ballot of all candidates meeting the minimum qualifications and who submitted the required qualifying materials. Ballots will be provided to all TAEA members at the Annual Conference and Meeting of the Membership on the **second day** of the conference. Each individual TAEA member will submit **one vote** for each of the **open positions** on the ballot provided with each vote counting only once for each open Director-At-Large position.

Election Procedures

DAY ONE

On the first day of the Annual Conference and Meeting of the Membership, the TAEA President will announce the candidates for election, the date and time of the election, and that all qualifying materials for each candidate can be found via the web at www.the-taea.org.

DAY TWO

On the second day of the Annual Conference and Meeting of the Membership, the election will commence as follows:

1. Each qualifying candidate will be allowed to address the entire TAEA membership and make a personal statement lasting no more than **5 minutes**. This will be scheduled by the TAEA President and be included in the conference schedule. Candidates will go chronologically in alpha order based upon the candidate's last name with the candidates for the Director At-Large for East Tennessee going first and followed by Middle and West Tennessee.
2. The Election Committee will distribute the official ballot inclusive of those candidates that qualified for Director-At-Large.
3. The Election Committee will appoint three (3) TAEA members or Tellers, at random, to collect, count, and determine those candidates elected to the prospective office. The (3) Tellers cannot be members of the current Executive Board of Directors or candidates for office.
4. Once the Tellers have determined those individual's elected to office, one (1) Teller must announce those results to the entire membership at the close of the Annual Conference and Meeting of the Membership or some other time as scheduled by the TAEA President.
5. Upon the Teller making said announcement, he or she must request that those results be ratified and confirmed by the two (2) other (remaining) Tellers. Confirmation occurs **ONLY** when the remaining (2) Tellers certify the first Tellers results of the election.
6. At that time, the election results will be certified with the appointment of all newly elected Directors-At-Large.

In the unlikely event there is a tie vote for any one of the Director-At-Large positions, the membership will vote again, but **ONLY** for those candidates receiving a tie vote. Upon collection of the election ballots, the Tellers will determine the individual elected to office pursuant to the guidance presented above.

[Adopted on this day of May 30, 2012 by the Election Committee and ratified by the Executive Board of Directors for the Tennessee Alternative Education Association].