

ELECTION COMMITTEE

Notes from 8/9/16 phone conference

Present:

Olivia Yahya
Mary Hernandez
Lettie Ramirez
Elodia Ortega Lamkin
Jan Corea

On August 9, 2016, the Election Committee met via phone to review the Election Policy and to develop a new revised and updated version to be approved by the full Board.

Questions posed to the group

- **Do we want the updated policy to be enforceable?** Unanimous YES
- **Should the election committee be able to remove candidate from ballot for violating policy?** Unanimous YES
- If so, we will need to create an appeals process

Agreed upon areas:

- Bylaws should be changed to say that board members need to be Age 21 or older
- Include only factual statements about opponents without negative or positive qualifiers or assumptions;
- Candidate needs to support the CABA Vision
- Photos used on social media need to have the permission form those in the photo
- Use of photos in campaign materials needs to be authorized by anyone listed as an endorser or whose name or photo appears.
- Board Members or candidates will not have access to post campaign materials on CABA's Facebook page.
- Add clause on email/address request that email list may not be shared
- Question came up regarding protecting privacy with the purchase of emails and addresses.
- Staff may not endorse a candidate
- Should we limit and not allow anyone to get the email list and mailing list?

- Alternative to providing email lists-- 2 blasts sent out from CAFE with the election info from each candidate. Put candidates on website—with statements, no flyers, etc.
- Change the bylaws so that members can vote as soon as they become a member. They do not have to wait a year.
- Candidates only write about themselves, not the person they are running against.
- Form needs to be created for candidate to fill out to show they have permission for endorsements and photos.

CABE Election/Campaign Norms

Approved by CABE Election Committee, May 10, 2016

The CABE Election Committee encourages that all CABE campaign and election materials and activities follow these guidelines:

- ~~Reflect and underline the spirit of CABE and strive toward fulfilling our vision and mission, which is to support biliteracy, educational equity, and 21-century success for all students;~~
- Represent a positive image of CABE as an organization and of its members;
- **Include only factual statements about opponents without negative or positive qualifiers or assumptions;**
- ~~Stress positive statements about your own specific candidacy and refrain from negative campaigning against the opposing candidate;~~
- ~~Include photos or other images of individuals only **IF** they have been approved by all of the persons in the photos or images;~~
- ~~Include endorsements or support only from CABE members and not from CABE staff or consultants as they are asked to remain neutral in the election process.~~

From Jun 24 Board Meeting

Questions that arose included:

- Access to posting on Facebook
- Use of photos without permission
- Purchase of mailing/email list—is a candidate able to “share” that list with a supporter to send out campaign materials or endorsements.
- Language used in referring to other candidates
- Impact on the field—questions arose regarding the campaign

The following edits are suggested to be made to our current Election Policy:

ELECTION COMMITTEE

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The election committee shall be responsible for overseeing the annual election for board of directors and recommending to the board policies relating to the process for elections.

1. All candidates who are to be considered for filling a board vacancy must ensure the following:
 - a. Be recommended by CABE members, a board member, including CEO who makes a recommendation, but does not vote for the candidate.
 - b. Submit a bio (175 words) to the election committee who will then review bios submitted and make recommendations to the board
 - c. Be approved by the CABE board for appointment

The committee's responsibilities shall include:

1. Supervising the election process to ensure its integrity and transparency.
 - a. Ensuring that there are candidates for each position that is up for election and/or for filling board vacancies
 - b. Supervising the development of election materials
 - c. Reviewing and recommending policies pertaining to the conduct of vote tabulation.
 - d. Establishing procedures for informing candidates
 - e. Updating Election Policy
 - f. Under this category the election committee shall review any matter brought to them in the course of an election that may be viewed as CABE favoring one candidate over another to determine when and determine whether CABE's action may impact the election outcome. If so, the election committee shall take such action as necessary to ensure that CABE's election remain fair to all candidates.
2. Ensuring that the following requirements are followed by each candidates:
 - a. All candidates nominated support the CABE Vision
 - b. All candidates meet the requirements for each position
 - c. All candidates are 21 years of age or older
 - d. All candidates nominated will have full instructions on their participation in board elections.

¹ Approved 10/24/09

- ~~d. Candidates can purchase membership labels for the purpose of sending out election materials to CAFE membership about their candidacy. — outdated~~
- e. Candidates will submit a candidate statement with no more than 175 words. Any statement that has more than the allowed number of words will have their statement shortened to fulfill this requirement. This will be done by ending the statement at the last complete sentence prior to the maximum allowed number of 175 words. There will be no editing of candidate statement.
- f. Candidates shall only include factual statements about opponents without negative or positive qualifiers or assumptions; They shall only write about themselves, not the person they are running against.
- ~~g. Candidates will be advised that they must keep their statement positive and professional including not making derogatory statements about other candidates. If the election committee agrees that a statement violates this point, the statement will be omitted (only the name will appear in the election ballot) and the candidate will be notified of the action. If there is sufficient time, the election committee may decide to return the statement to the candidate who must return it with changes to headquarters by the deadline.~~
- ~~h. Any candidate not submitting their statement by the deadline date will only have their name on the ballot and be listed last on the ballot.~~
- i. Candidate statements will be randomly assigned. Names will be placed in a container and will be selected by an impartial person or persons that may include members of the election committee and/or candidates in attendance. Candidates and/or election committee members have the right to be present when this assignment is made. When present they will sign and date certifying the process.

Campaigning for Election

The following guidelines must be followed by each candidate.

- Use of photos in campaign materials needs to be authorized by anyone listed as an endorser or whose name or photo appears in the campaign materials.
- Photos used on social media may only be posted if the candidate has permission from those in the photo to post the images.
- Board Members or candidates will not have access to post campaign materials on CABE's Facebook page.
- Candidates may fill out a form to request the email list (for a fee) of all eligible members. Upon receipt of the list it may not be shared with others. ~~Add clause on email/address request that email list may not be shared~~
- *Alternative to providing email lists-- 2 blasts sent out from CABE with the election info from each candidate. Put candidates on website—with statements, no flyers, etc.*
- Staff may not endorse a candidate.

