

LEO Candidate Guidelines (to be renamed “LEO Candidate Rules” in 2018)

For distribution to LEO Membership by July 1, 2016

1. These guidelines/rules pertain to candidates whose eligibility to run for Union-wide office (President, Vice-President, Secretary, and Treasurer) has been confirmed by the Elections Committee. The purpose of these guidelines/rules is to ensure a fair and transparent election process.
 - a. These guidelines/rules are not all inclusive. The Elections Committee may issue additional rules or clarifications during the election period as needed.
2. In these guidelines/rules, a “member in good standing” means “one whose current dues are paid,” as defined by Article III Section 4 of the LEO Constitution, including those on layoff, leave, or short work break; new members earning teaching income from which dues will be deducted within 31 days of the election date; and retired members.

CANDIDATE STATEMENTS

3. Each candidate must submit to the Elections Committee a written personal statement of no more than 500 words, even if the office is uncontested. These statements will be included in the ballot mailing and posted to the LEO website.
 - a. [To be added in 2018] The personal statement should be submitted with the candidate’s petition.
4. Each candidate for the office of President must submit to the Elections Committee written statement disclosing his or her work commitments and plans to deal with any work overloads if elected, as provided for in Article XI Section 1 of the LEO constitution (amended in October 2015)
 - a. [To be added in 2018] The disclosure statement should be submitted with the candidate’s petition.

CAMPAIGNING

5. Each candidate may inspect, but not copy, the current LEO-generated membership list once within 30 days prior to the election. No candidate is entitled to receive a copy of the list. The list will be available for inspection at the LEO office. A member of the Election Committee must be present during the inspection. Candidates wishing to inspect the list should contact an Election Committee member to schedule an appointment.

6. Candidates may distribute campaign literature by email or postal service to those on the current LEO-generated membership list after the close of the nominating period. All such literature must come through the Elections Committee. Candidates may not use any other LEO-generated membership list, partial or whole, that they have access to in order to distribute campaign literature. If a violation of this policy is discovered, such lists must be made available to the other candidates.
 - a. Candidates may discuss their candidacy with others and distribute campaign material in hard copy or through email, but they may not do a membership list communication except through the Elections Committee.
 - b. LEO will honor any reasonable request by a candidate to distribute campaign literature to members at the candidate's expense. Requests will be honored in the order received.
 - c. Campaign literature to be distributed by LEO to members should include the following disclaimer: "The views expressed here are the candidate's own and do not necessarily reflect the views, opinions, or positions of LEO."
 - d. Candidates should provide campaign literature to be mailed by postal service in sealed envelopes, stamped with the proper postage. Candidates will be charged for the cost of address labels and any other costs incurred, including the use of a third-party service. If possible, LEO will provide an advanced estimate of the costs.
 - e. The distribution of campaign literature may be done by Elections Committee members, members in good standing appointed by the Elections Committee, or a third-party service.
 - f. Current officers and candidates are prohibited from participating in the distribution of campaign literature to the current LEO-generated membership list.
7. Union officers and employees may not campaign on time paid for by the Union.

COUNTING OF BALLOTS AND ELECTION RESULTS

8. Each candidate is entitled to have one observer present at the ballot count. Observers must be LEO members in good standing. Current officers and candidates may not serve as observers.
 - a. A candidate should submit the name of his/her observer in writing to the LEO Elections Committee chairperson three days before the ballot count.

9. The rules for observers at the ballot count are as follow:
 - a. Each observer should identify himself/herself to the election officials, sign the observer log, and indicate which candidate he or she represents.
 - b. Observers may not touch or handle ballots at any time or interfere with the ballot count, nor may they make an audio recording of the process.
 - c. Observers should direct any questions or report any problems to an Elections Committee member as soon as possible so that the corrective action can be taken if necessary. Otherwise, observers may not disrupt the ballot count in any way.
10. Successful candidates assume office within fifteen (15) days of the conclusion of the election, as provided for in Article XI of the LEO Constitution.

QUESTIONS AND PROBLEMS

11. Candidates or members in good standing with questions about the election procedures should contact a member of the Elections Committee. Any violation of the Elections Committee Rules or Candidate Guidelines (2018: “Candidate Rules”) should be reported promptly to the Elections Committee so that the corrective action can be taken if necessary.
12. Any candidate or member in good standing may challenge the election by filing a protest in writing with the Elections Committee within 10 days after the election results are posted.