

OEA General Election *Campaign Guidelines*

Revised 1/13/2010

Following is information on election guidelines as established by the OEA Governance Committee:

1. Candidates may send campaign literature through the school mail under the following rules and procedures:
 - a. Cost and production of campaign literature is the sole responsibility of the candidate and cannot be done at the OEA office.
 - b. Only one mailing of campaign literature may be sent through the school mail.
 - c. Envelopes to be mailed cannot be larger than 9" x 12".
 - d. Candidates may make their mailing one flier per Association Representative as a Please Post, or one flier per member.
 - e. At the candidate's request, if done in a timely manner that allows for one-week return time, the OEA can provide to the candidate a list of ARs and a list of members by school or department to use in identifying individuals in each building. (Note: The list will include only names, not home addresses, E-mail addresses, or phone numbers, etc.)
 - f. Candidates are to ***address the materials to a specific individual in each building (who has agreed to receive and be responsible for distributing this campaign literature)***. Alternatively, candidates may address their fliers to each member in each building.
 - g. Candidates may send only one mailing through school mail. The mailing cannot be sent prior to the election filing deadline, which is at the conclusion of the February AR Assembly. Candidates should not authorize any other mailing proposed to be done on behalf of the candidate to be sent through school mail. The above rules and procedures do not preclude any candidate from preparing other fliers that they choose to distribute through US Mail.
2. Candidates may submit information for the online publication of the *Who's Who of the Candidates* at the OEA web site www.OmahaOEA.org.
3. Official ballots or duplicates of official ballots are not to be used as sample ballots for purposes of endorsing candidates.
4. School phones will not be used during duty hours for campaign purposes or to make inquiries to the candidate regarding the candidate's campaign.
5. **The school E-mail system (including sending mail to school E-mail addresses) cannot be used for campaign purposes. Candidates must adhere to these requirements and encourage their supporters to also adhere to these requirements.**
6. School computers will not be used for campaign purposes. School equipment may not be used to create or disseminate web pages for the candidate.
7. Documented violation of campaign rules shall be brought before the OEA Review Board and may result in the candidate's name being stricken from the ballot and/or election of such candidate being deemed invalid. (See Bylaws Article II, Section 11.)

Important *Who's Who of the Candidates* Reminders

- Officer and Board member candidates for election may have their photo, a 50-word statement, and Association experience published on the www.OmahaOEA.org website. NEA and NSEA Delegate candidates for election may have a 50-word statement and Association experience published. Candidate statements will be published unedited. Only online submissions will be accepted.

The direct link to the submission page is:

<http://omahaoca.org/who-we-are/executive-team-board-of-directors/whos-who-submission-form/>

The page will be ready to receive submissions as of the Friday following the February AR Assembly. The deadline for submission is no later than 5:00 p.m. on the Friday following the nomination deadline. The page will be published after the submission deadline.

- Pictures will be taken immediately after the February AR Assembly or at the OEA through the Friday following the nomination deadline by 5:00 p.m. Only photos taken by the OEA, on the above dates, will be used.
- Candidates nominated by the Nominating Committee must submit their *Who's Who of the Candidates* content no later than 5:00 p.m. on the Friday following the nomination deadline. Only online submissions are accepted. Pictures will be taken at the OEA on the Friday following the nomination deadline by 5:00 p.m.