

San Gabriel Teachers Association

Executive Board Officers Election

February 18, 2020

The San Gabriel Teachers Association will be holding its election for the SGTA Executive Board.

The following vacancies are:

Offices of President, Vice President, Secretary, and Treasurer.

Length of Term: July 1, 2020 - June 30, 2022

Voting: At school sites March 9th - 13th

Declarations Due: Actual document via hard copy or email to Edith Gonzalez at GHS no later than 4:00pm, Monday, March 2, 2020. Digital submissions can be sent to sgta.elections@gmail.com (Postmarked date not accepted)**

Anyone who is a member of SGTA/CTA is eligible to run for an office. Anyone wishing to run for office must file a Declaration of Candidacy form, located on the attached page.

- All positions include yearly stipends.
- Candidates will be provided with the opportunity to submit written campaign statements to the membership.
- Job descriptions are listed on the back side of this page.

Acknowledgement of Receipt of your declaration will be emailed to the email address provided on the declaration. Please do not provide your SGUSD email but use your personal email instead. If you do not receive an Acknowledgement of Receipt by 5pm on March 2, 2020, you must contact the Elections Committee by 11:59pm on March 2, 2020 alerting us.

sgta.elections@gmail.com

Edith Gonzalez (626) 802-8369

****We will be accepting digital & hard copy submissions.**

- A. The President shall be the chief executive officer of the Association and its policy leader.
The President shall:
1. Preside at all meetings of the Association and the Executive Board;
 2. Prepare the agenda for the meetings of the Association and the Executive Board;
 3. Be the official spokesperson for the Association;
 4. Be familiar with the governance documents of the Association, CTA, and NEA;
 5. Appoint the chairperson and members of committees with the approval of the Executive Board;
 6. Appoint the chairperson and bargaining unit with the approval of the Executive Board;
 7. Call meetings of the Association and the Executive Board;
 8. Suggest policies, plans, and activities for the Association and be held responsible for the work of the Association;
 9. Attend meetings of the Service Center Council of which the Association is part; and attend CTA/NEA meetings as directed by the Representative Council.
- B. The Vice-President shall:
1. Serve as assistant to the President in all duties of the President;
 2. Assume the duties of the President in the absence of the President;
 3. Serve as coordinator of committee activities at the direction of the President;
 4. Attend School Board meetings.
- C. The Secretary shall:
1. Keep careful and accurate record of the proceedings of each meeting, regular or special, of the Association and the Executive Board;
 2. Be responsible for the distribution of minutes, notice of meetings, and agendas for all meetings to members of the Executive Board; and to the membership when appropriate;
 3. Keep an accurate roster of the membership of the Association and all committees;
 4. Carry on the correspondence pertaining to the affairs of the Association as directed by the President.
- D. The Treasurer shall:
1. Receive all funds belonging to the Association and be responsible for their safekeeping and accounting;
 2. Pay out such funds upon the order of the Executive Board;
 3. Provide a written financial report for each regular meeting of the Executive Board;
 4. Be responsible for submitting financial reports to CTA, NEA, and other agencies as required by law.

San Gabriel Teachers Association

Executive Board Officers Election

Declaration of Candidacy for Office

OFFICE

_____ SGTA President

_____ SGTA Vice President

_____ SGTA Secretary

_____ SGTA Treasurer

TERM OF OFFICE

July 1, 2020 to June 30, 2022

July 1, 2020 to June 30, 2022

July 1, 2020 to June 30, 2022

July 1, 2020 to June 30, 2022

Name (**Print** as you wish it to appear on the ballot) _____

School/Site _____

Personal e-mail _____

Phone _____

Educational Position: ☐ Teacher ☐ Other: _____

Grade(s) Currently Teaching: _____ Subject(s) Currently Teaching: _____

☐ I have submitted a campaign statement on the reverse side of this form.

I certify that I am a member in good standing of SGTA/CTA.

Signature _____

Date _____

This declaration must be received by Edith Gonzalez at GHS by Monday, March 2, 2020, no later than 4:00pm.

The Elections Committee MUST receive this actual document. (Postmarked date not accepted.)

Please use the following campaign statement/biographical sketch. **I understand that only the first 30 words will be used, but a reference to my name, position, grade level(s), and subject(s) taught will not be counted in the limitation of words.**

(Statement limited to 30 words)

Date _____

Signed _____