The Teachers Association of Lancaster will be holding an election for the offices of Unit President and Unit Secretary from February 2, 2026-February 11, 2026. Nominations are open (which means anyone who is a unit member is eligible to nominate any other unit member, including him/herself for office). The term for each office is July 1, 2026 - June 30, 2028. Anyone wishing to run for office should file a Declaration of Candidacy form (below), so it is received no later than 4 pm on December 16, 2025, via scan (kymsacca@gmail.com) or via the Google Form (link attached). Elected officers may shadow current officers and/or attend available trainings.

DECLARATION OF CANDIDACY (job descriptions follow)

I hereby declare that I intend to be a candidate for the office of (Select one)

__Office of President 2 Year Term __Office of Secretary 2 Year Term

I understand the term of office will be from July 1, 2026-June 30, 2028.

By signing here _____ I certify that I am a member in good standing of TAL.

Print name as you wish it to appear on the ballot. _____

School site:_____ Cell phone #_____

Personal email address:_____

As a candidate, you are eligible to submit a statement of no more than thirty (30) words regarding your candidacy below.
More than 30 words will not be printed.

Candidate Statement_____

_____

_____

_____

The declaration must be received via scan to kymsacca@gmail.com, or via the Google Form linked NO LATER THAN DECEMBER 16, 2025 AT 4:00.

https://docs.google.com/document/d/1kQ3TWYBSyuoaP-EG4mfk_e0SebwFTYvWG9ygLeJoCRY/edit?usp=sharing

DUTIES of the OFFICERS

The **President**, as the chief executive officer of the Association and its policy leader shall:

1. Preside at all meetings of the Association, the Representative Council, and Executive Board;
2. Prepare the agenda for the meetings of the Association, the Representative Council, 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 all chairpersons and members of the committees with the approval of the Executive Board by the beginning of each school year;
6. Appoint the chairperson and members of the bargaining team with the approval of the Executive Board by the beginning of each school year;
7. Call meetings of the Association, Representative Council and the Executive Board;
8. Propose the procedures for grievance processing for ratification by the Executive Board and the Representative Council;
9. Suggest policies, plans, and activities for the Association and be held responsible for the progress and work of the Association;
10. Attend meetings of the Service Center Council of which the Association is a part; and
11. Attend other CTA/NEA meetings as directed by the Representative Council.
12. Shall be an ex-officio member of all committees except the Bargaining and Elections

I.The **Secretary** shall:

1. Keep a careful and accurate record of the proceedings of each meeting, regular or special, of the Association, Representative Council, and the Executive Board;
2. Be responsible for the distribution of meeting notices, agendas, and prior minutes for Representative Council, the Executive Board, and the General membership when appropriate;
3. Keep an accurate roster of membership of the Association and of all committees; including contact information for all officers, committee members and site representatives; and
4. Conduct internal unit correspondence pertaining to the affairs of the Association, including newsletter or website communication and coordination of unit social activities, as directed by the President;

Timeline for Executive Board Election for 2026-2028 Term
For the offices of president and secretary

December 2	Announcement of vacancies to members via email.
December 16	Declaration of candidacy must be received in the TAL office or scanned to kymsacca@gmail.com no later than 4:00 P.M.
December 21	Acknowledgement of declaration of candidacy.
January 20-23	Preparation of ballots, voter rosters/sign-in sheets, etc.
January 28	Deadline to inform chapter elections committee if candidate or designee will be observing.
January 28-30	Distribution of voting materials to TAL reps. (Jan 28-29 @ CTA office, Jan 30 @ WW)
Feb. 2 - Feb.11	Voting at individual sites.
February 11	All ballots and roster/sign-in sheets must be received at the TAL office by 4:00 P.M.
February 11	Ballots counted. Candidates and leadership will be notified of the outcome.
February12	Announcement of results. If a run-off election is necessary, this will be included in the announcement along with the timeline.
February 24	Challenge deadline for the election unless there is a run-off.

Alphabet for the 2025-2026 election year. (Candidates on the ballot will be in alphabetical order based on last name using this order.)

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