MEMORANDUM

TO: Local Association Presidents
FROM: Joyce Coney-Lacy, WOEA President
DATE: September 13, 2021

RE: Election Procedures for Local Delegates to the WOEA Virtual Fall Forum/OEA Briefing (November 17, 2021 and WOEAA Spring Representative Assembly (April 20, 2022) (Conducted by Local Associations)

LOCAL ASSOCIATION DELEGATE ELECTIONS: It is important that you immediately review the enclosed election materials outlining the procedures for election of delegates and alternates from your local association who will serve as representatives to the 2021 WOEA Fall Forum/OEA Briefing on November 17, 2021 and the WOEAA Spring Representative Assembly on April 20, 2022.

October 15, 2021 is the deadline to submit names of elected local delegates and alternates to the WOEAA Representative Assembly as required by WOEAA Constitution/Bylaws. Election report forms returned after October 15 must include a letter addressed to the WOEAA Credentials Committee explaining the reason for the late submission. Election reports may be mailed or submitted online using the link on the WOEAA website – www.woea.org.


PLEASE RETURN THE FOLLOWING DELEGATE ELECTION INFORMATION TO:

Valerie Roldan, WOEA Office Manager
Western Ohio Education Association
308 James Bohanan Drive Vandalia, OH 45373


   COMPLETED FRONT/BACK AND SIGNED BY PRESIDENT AND ELECTIONS CHAIRPERSON – RECEIVED NO LATER THAN OCTOBER 15, 2021. This form is reproducible. The form can also be submitted online on the WOEA website, www.woea.org

2. ONE COPY of the ACTUAL BALLOT used in the election containing all candidate names INCLUDING WRITE-IN CANDIDATES and officers who are delegates by virtue of office.

   PLEASE ENSURE THAT THE EXACT NUMBER OF VOTES RECEIVED BY ALL CANDIDATES ARE RECORDED ON THE FORM, INCLUDING THE DATE OF YOUR NOTICE OF ELECTION, DATE OF ELECTION, DATE BALLOTS COUNTED, TOTAL NUMBER OF MEMBERS AND TOTAL NUMBER OF MEMBERS WHO VOTED OR IT CANNOT BE PROCESSED!

   IF DELEGATES/ALTERNATES WERE ELECTED AT A GENERAL MEMBERSHIP MEETING IN ACCORDANCE WITH THE OEA ELECTIONS MANUAL, A COPY OF THE OFFICIAL MEETING MINUTES REFLECTING THE OUTCOME OF THE ELECTION MUST ACCOMPANY THE OFFICIAL ELECTION REPORT FORM. ALL CANDIDATES MUST BE A MEMBER OF THEIR LOCAL, DISTRICT, STATE AND NATIONAL ASSOCIATIONS.