

Election information regarding

MEA BOARD OF DIRECTORS VACANCIES

(Election conducted by MEA)

Board of Directors vacancies for election year 2019 exist in the following MEA Board of Directors Election Districts:

- District B – 3-year term – representing Downeast Maine**
- District C – 1-year term – representing Bingham-Greenville area**
- District D – 3-year term – representing greater Bangor-Brewer area**
- District G – 3-year term – representing Waterville and central Maine**
- District H – 3-year term – representing western Maine – Rumford area**
- District I – 2-year term – representing greater Lewiston-Auburn area**
- District J – 3-year term – representing Topsham-Yarmouth area**
- District ESP – 3-year term – representing Educational Support Staff statewide**

Please see **Attachment L** for a list of all local associations within each Board Election District and Attachment I under the “MED” column which lists the Board District.

To become a candidate:

1. complete **Attachment A-7 – Notice of Intent Form** for the Board of Directors
Deadline: January 23, 2019
2. complete **Attachment F-3 – Biographical Sketch Form** – for publication in the February edition of the *Maine Educator*. **Deadline: January 23, 2019**
3. **submit** a color or black and white **photo** - for publication in the *Maine Educator*. The photo will be returned to you following the elections process.
Deadline: January 23, 2019
4. complete **Attachment D – Candidate Campaign Statement** – to be published on a separate sheet to accompany the ballot if there is more than one candidate.
Deadline: January 23, 2019

Send all materials to: MEA Executive Director, 35 Community Drive,
Augusta, ME 04330, email elections2019@maineea.org, or fax to 207-629-9438 or 623-2129

**Members are responsible for verifying that MEA has received all faxed documents.*
1-888-622-4418, ext. 2218

Conduct of Elections

MEA will distribute the ballots to local presidents on **February 5, 2019** if necessary. Unopposed candidates who seek election to the MEA Board of Directors will be declared elected by the MEA Elections Committee.

Notice of Intent

MEA BOARD OF DIRECTOR

(Election conducted by MEA)

An election for MEA Board of Director representing District _____ for a ___-year term will take place. The Board of Directors duties include: the general interest of the Association; carry into effect all orders and resolutions of the Association not otherwise provided for; appoint and fix the salary of a full-time Executive Director; provide input to the preparation of the Association budget; manage the business and property affairs of this Association; charter governance affiliates; censure, suspend, or expel a governance affiliate pursuant to procedures adopted by the Board; communicate with and report to their constituency policies and actions of the Board of Directors; decide questions arising as to the interpretation of the provisions of this Constitution, Bylaws, and Standing Rules; attend meetings and the annual Board of Directors Retreat, ACT, Bargaining Council and Governance meetings within their district, MEA-sponsored conferences, the MEA Representative Assembly, and national governance meetings and training sessions as approved by the MEA President; and, serve on various MEA and other committees as requested by the MEA President and shall attend meetings associated with those committees.

Experience in Association leadership is recommended. All candidates should have flexible schedules for evening and weekend meetings and be available to travel occasionally on weekends and during the summer. Public speaking and meeting facilitation experience are highly recommended.

MEA BOARD OF DIRECTOR

Please be notified that I wish to be a candidate for MEA BOARD OF DIRECTOR for District _____ for a ___-year term.

Signature _____ Date _____

Local Association: _____

To become a candidate:

1. complete this – **Notice of Intent Form**. **Deadline: January 23, 2019**
2. complete **Attachment F-3 – Biographical Sketch Form** – for publication in the February edition of the *Maine Educator*. **Deadline: January 23, 2019**
3. **submit** a color or black and white **photo** - for publication in the *Maine Educator*. The photo will be returned to you following the elections process. **Deadline: January 23, 2019**
4. complete **Attachment D – Candidate Campaign Statement** – to be published on a separate sheet to accompany the ballot if there is more than one candidate. **Deadline: January 23, 2019**

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1-888-622-4418, ext. 2218

BIOGRAPHICAL SKETCH

FOR MAINE EDUCATOR PUBLICATION

Deadline: January 23, 2019

Candidates seeking election for the position of

MEA Board of Directors for District _____

may submit a black and white or color photo and biographical sketch for publication in the February issue of the *Maine Educator*. The **deadline** for submitting this form is **January 23, 2019**. Forms must be received at an MEA office by **4:30 PM**.

NAME: _____

HOME PHONE: _____ WORK PHONE: _____

E-MAIL ADDRESS: _____

_____ PHOTO ENCLOSED _____ I WILL NOT BE SUBMITTING A PHOTO
_____ PLEASE USE FILE PHOTO (For current Board Members Only)

The biographical sketch may not exceed **200 words** and **must be in paragraph format**. MEA will not rewrite material. If the submission is too long, MEA will cut the biographical sketch from the end toward the beginning to meet space requirements.

PLEASE PRINT OR TYPE (A separate sheet of paper may be used and attached to this form)

RETURN TO: EXECUTIVE DIRECTOR, MAINE EDUCATION ASSOCIATION
35 COMMUNITY DRIVE, AUGUSTA, ME 04330

EMAIL: elections2019@maineea.org or FAX: 207-629-9438 or 623-2129

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1-888-622-4418, extension 2218

CANDIDATE CAMPAIGN STATEMENT

(TO ACCOMPANY BALLOT)

DEADLINE: JANUARY 23, 2019

FOR ALL CANDIDATES FOR

_____ MEA BOARD OF DIRECTORS

_____ MEA REPRESENTATIVE ASSEMBLY STATEWIDE or CLUSTER DELEGATES/
ALTERNATES

(ACSUM, AFUM, UMPSA, Community Colleges, MPBC, SEAM, and cluster districts)

_____ NEA REPRESENTATIVE ASSEMBLY AT-LARGE OR DISTRICT 24, 25 or 30

_____ NEA REPRESENTATIVE ASSEMBLY CLUSTER SEATS

At the request of the Structure and Bylaws Committee, all ballots, as indicated above, will be accompanied by a separate sheet to include candidate campaign statements. All statements must be received at an MEA office no later than January 23, 2019 to allow for printing and completion of the ballots. Ballots will be mailed to local governance affiliate presidents no later than February 5, 2018 if necessary.

(May be printed or typed on a separate sheet of paper and attached to this form.)

Name: _____

E-mail address: _____

Local Governance Affiliate: _____

Campaign Statement (30 words or fewer):

The campaign statement may not exceed 30 words and must be in paragraph format. MEA will not rewrite material. If the submission is too long, MEA will cut the campaign statement from the end toward the beginning to meet the word allotment.

**RETURN TO:
EXECUTIVE DIRECTOR
MAINE EDUCATION ASSOCIATION
35 COMMUNITY DRIVE AUGUSTA, ME 04330**

or

**EMAIL: elections2019@maineea.org
1-888-622-4418, extension 2218**

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ATTACHMENT L

MEA BOARD ELECTION DISTRICTS - 2019-2020

DISTRICT A	Penobscot Valley EA S31 Howland	DISTRICT F	DISTRICT K
Ashland TA S32	Pioneer TA SAD 30 Lee	Augusta EA	BASE, Portland
Caswell EA	Region 03 EA - Lincoln	Fayette EA	Cape Elizabeth EA
Central Aroostook TA S42	RSU 19 EA	Jackman TA SAD 12	Falmouth Bus Drivers
East Grand SSA S14	RSU 34 EA	Maranacook Area Schl Assoc - RSU 38	Falmouth EA
East Grand TA S14	RSU 67 EA	MSAD 58 ESP Assn (Kingfield)	Portland EA
East Range II CSD S14 Topsfield	SAD 04 TA Guilford	Mt Abram TA (SAD 58 Kingfield)	Portland Public Library Staff
Eastern Aroostook EA	SAD 23 TA Carmel	Mt Blue RSD EA (Farmington)	Scarborough EA
Easton TA	SAD 41 EA Milo	Rangeley Support Staff Assn	South Portland ESPA
Ft Fairfield TA S20	SAD 46 EA Dexter	Rangeley TA - Union 37	South Portland SDSA
Loring EA	SAD 64 TA Corinth	Stratton EA	South Portland TA
Madawaska EA	SAD 68 EA Dov-Foxcroft	Up Kennebec Val EA (SAD 13 Bingham)	Westbrook EA
Northern Aroostook EA S27		Winthrop EA	
RSU 29 EA Houlton	DISTRICT D		DISTRICT L
RSU 50 EA	Bangor EA	DISTRICT G	Dayton
RSU 89 EA	Brewer EA	Athens EA	Fryeburg Academy TA S72
SAD 01 EA Presque Isle	Brewer Non-Teaching	Carrabec EA S74, No. Anson	Gorham EA
SAD 33 EA St. Agatha	Blue Hill ESPA	Carrabec ESP, S74, No Anson	Gorham ESP
SAD 70 EA Hodgdon	Brooklin EA U76	Madison Area EA SAD 59	Lake Reg Instr Supp (SAD 61)
SAD 70 Ed Support Assn Hodgdon	CSD 13 SPA, U76, Brooklin	RSU 03/SAD 03 EA Unity	Lake Reg Nontch Emp (SAD 61)
Southern Aroostook Voc Ed	Education Association 22 - Hampden	RSU 18 EA	Lake Reg TA (SAD 61 Bridgton)
Union 122 TA Woodland	Ellsworth EA	SAD 49 Ed Tech 1 Unit Fairfield	Massabesic EA S57, Alfred
Van Buren EA S24	Ellsworth Support Prof Assn	SAD 49 ESP Fairfield	Pequawket Val EA (SAD72 Fryeburg)
Washburn TA S45	George Stevens Acad TA, Blue Hill	SAD 49 TA Fairfield	Pequawket Val SSA (SAD72 Fryeburg)
	Glenburn EA	SAD 53 EA Pittsfield	RSU 23 EA
DISTRICT B	Island TA - Deer Isle Stonington	SAD 54 EA Skowhegan	Saco EA
Alexander EA	Orono EA	Vassalboro EA U52	Saco Valley ISPA S6 Standish
Bar Harbor SEA U98	Orrington TA U91	Waterville EA	Saco Valley TA S6
Bar Harbor TA U98	Penobscot Bay EA	Winslow EA	SAD 06 SSA Standish
Calais EA U106	Penobscot Bay TA U93 Castine		SEAM
Charlotte EA U104	Region 04 EA - Bangor	DISTRICT H	Thornton Academy TA Saco
Cherryfield EA	RSU 25 EA	Dirigo EA	Tri-County ESP (SAD 55 Hiram)
Cutler-Machiasport-Whiting TA	RSU 71 EA	Oxford Hills EA (SAD 17 Oxford)	Tri-County TA (SAD 55 Hiram)
Down East EA (RSU 24)	SAD 63 TA Holden	Oxford Hills ESPA (SAD 17 Oxford)	
Downeast ESP, RSU 24 ESP	Sedgwick EA Union 76	Region XI TA - So Oxford Voc Norway	DISTRICT M
Downeast TA U107, Princeton	Veazie EA	RSU 16 EA	Acton EA
East Machias EA	Waldo County Technical Center EA	RSU 73 EA	Acton SSA
Eastport EA U104		RSU 73 Managers/Directors Assn	Biddeford Admin Assists
Hancock & Lamoine EA	DISTRICT E	Telstar EA S44 Bethel	Biddeford Admn Assn
Jonesboro TA U102	Appleton TA U69	Tritown EA (SAD 52 Greene)	Biddeford Custodial Assn
Lubec EA SAD 19	Boothbay Region TA U49	Western Foothills EA - RSU 10	Biddeford Ed Tech III
Lubec ESSA SAD 19	Bristol EA U74		Biddeford SEU
Machias EA U102	Central Lincoln County ESP	DISTRICT I	Biddeford TA
Machias Support Prof Assoc U102	Damariscotta Area TA	Auburn EA	Kennebunk-Arundel-KKPT EA - RSU 71
Moosabec TA U103 Jonesport	Fox Island TA S8	Gardiner Bus Drivers Assn SAD 11	Kittery EA
Mt Desert Elem TA U98 Bar Hbr	Hope TA U69	Gardiner TA SAD 11	MSAD 60 TA (Berwick)
Mt Desert Is HS TA U98 Bar Hbr	Islesboro TA	Gray-New Glouc. ESPA (SAD 15)	Quamptegan EA (SAD 35 Eliot)
Pembroke EA U104 Pembroke	Jefferson TA	Gray-New Glouc. TA (SAD 15)	RSU 21 Cust-Maint Assc
Pemetic TA U98 Bar Harbor	Lincolnville EA	Kennebec Intra-District Schools EA - RSU 2	RSU 21 Ed Tech Assc
Perry EA U104	Medomak Valley EA S40, Warren	Lewiston EA	RSU 21 Transportation
SAD 37 TA Harrington	Megunticook ESP ASSN SAD 28	Lewiston FSMA	SAD 60 Supp Educ Assn
School Union 134 SSEA E Machias	Megunticook TA SAD 28 Camden	Raymond-Windham ESP Assc	Sanford Custodians
TESTA	Nobleboro TA U74	RSU 4 EA - Regional School United 4	Sanford School Admin Assn
Tremont TA U98	North Haven TA	RSU 11 Custodian Assn	Sanford TA
Union River Val TA S26 Trenton	Northport EA	RSU 11 Ed Tech/Admin Assistants EA	Wells Ogunquit SSA - CSD 18
Washington Acad TA E Machias	Region 08 EA - Rockland	RSU 11 NonInstructional EA	Wells Ogunquit TA - CSD 18
Woodland EA Union 107	Seacoast EA - RSU 13	Sebago East Shore EA	York ESP
	Sheepscot Valley EA		York TA
DISTRICT C	South Bristol TA Union 74	DISTRICT J	
East Millinocket TA U113	St George EA	Brunswick EA	DISTRICT O
Foxcroft Academy EA	Wiscasset EA	Coastal EA - RSU 5	AFUM
Greenbush TA	Wiscasset ESP Assn	Georgetown TA U47	Community College AA
Greenville EA U60		Lisbon EA U30	Community College FA
Harmony EA		Maine Voc Reg 10 TA Brunswick	
Hermon EA		Merrymeeting ESP S75 Topsham	DISTRICT P
Lee Academy		Merrymeeting TA S75, Topsham	ACSUM
Medway TA U113		SAD 51 EA Cumb-N Yarmouth	MPBC EA
Milford EA		Sagadahoc EA	UMPSA
Millinocket EA U113		W Bath EA	
		Yarmouth EA	DISTRICT R
			MEA-Retired

ROLES AND RESPONSIBILITIES OF A MEMBER OF THE MEA BOARD OF DIRECTORS

- A. The Board of Directors shall be charged with the following duties:
1. be in charge of the general interest of the Association;
 2. receive and review, on a regular basis, all Maine Education Association standing committee reports;
 3. recommend and/or refer matters to the standing committees for their consideration;
 4. carry into effect all orders and resolutions of the Association not otherwise provided for;
 5. advise and assist the President in the preparation of an agenda for the Representative Assembly;
 6. annually, with the officers and staff, report to the Representative Assembly concerning the implementation of actions adopted by the previous assembly;
 7. appoint and fix the salary of a full-time Executive Director;
 8. maintain office headquarters of the Association;
 9. provide input to the preparation of the Association budget prior to the spring meeting of the Strategic Budget Committee;
 10. manage the business and property affairs of this Association. The Board shall make appropriations from the funds of the Association for the activities and expenses of the Association in accordance with the vote of the Representative Assembly. It shall annually make provisions, unless otherwise directed by the Representative Assembly, for the auditing of the accounts of the Association by the employment of a public accountant for that purpose;
 11. charter governance affiliates pursuant to standards adopted by the Representative Assembly;
 12. censure, suspend, or expel a governance affiliate pursuant to procedures adopted by the Board. A governance affiliate may appeal such decision to the Representative Assembly;
 13. reinstate a governance affiliate;
 14. present policy proposals initiated by their constituency to the MEA President and Board of Directors and for communicating with and reporting to their constituency policies and actions of the Board of Directors;
 15. decide questions arising as to the interpretation of the provisions of this Constitution, Bylaws, and Standing Rules. Said decisions shall remain valid until the next meeting of the Representative Assembly and thereafter, unless overturned by the Representative Assembly.
 16. attend meetings and the annual Board of Directors Retreat, and be encouraged to attend ACT, Bargaining Council and Governance meetings within their district, all MEA-sponsored conferences, the MEA Representative Assembly, and national governance meetings and training sessions as approved by the MEA President; and,
 17. serve on various MEA and other committees as requested by the MEA President and shall attend meetings associated with those committees.

Meetings and Quorums

- A. Meetings of the Board of Directors may be called by the President or upon the petition of three (3) members of the Board of Directors by written notice stating the time, place and purpose of said meetings.
- B. If and when three-fourths (3/4) of the Board of Directors shall severally or collectively consent in writing to any action to be taken by the Association, such action shall be as valid as though it were authorized at a meeting of the members.
- C. A majority of the Board of Directors shall constitute a quorum for the transaction of business.

Terms of Office

The Board of Directors shall serve for three-year terms to begin July 15. No person shall be eligible to consecutively succeed himself/herself more than once.

Meetings

There are five regular meetings - usually held one every other month or so - all day Saturday and usually Sunday morning at MEA headquarters in Augusta; one special meeting on an as-needed basis; and a five-day meeting for planning and training - usually held during the end of July and/or beginning of August. Board members are encouraged to attend ACT and Governance meetings within their district, all MEA conferences, and the MEA Representative Assembly. Board members are also asked to serve on various MEA committees and attend meetings associated with those committees.

Compensation and Expenses

The Association shall pay all real, necessary, and actual expenses of Board of Directors members and officers provided by the MEA Strategic Budget. Mileage allowance for Board of Directors members and officers using personal vehicles shall be in accordance with the MEA Strategic Budget.

Compensation for members of the Board of Directors shall be in accordance with the MEA Strategic Budget.

7/15/09

The Maine Education Association Board of Directors' Code of Ethics

Being a member of the Maine Education Association Board of Directors is an honor. In an effort to fulfill my role as a member I recognize the honor of my election and the importance of prioritizing my obligation to the MEA Board of Directors and my constituents. I will always work to learn more about the Board of Directors job and how to do the job better.

Code of Ethics

1. I recognize that all authority is vested in the Board of Directors when it meets in legal session, and that no individual Board member holds that authority.
2. I will declare any conflicts of interest between my personal life and my position on the Board, and avoid voting on issues that appear to be a conflict of interest.
3. I will refrain from using the MEA, or any part of it, for my personal advantage or the personal advantage of my friends or relatives.
4. I will keep the Executive Session proceedings of the Board of Directors confidential.

Standards of Conduct

1. I will be an active participant in all Board meetings and actions, including:
 - attending meetings of the Board of Directors,
 - attending functions of the Board of Directors,
 - being on time,
 - focusing on the task before the Board,
 - submitting all requested data/survey,
 - staying well-informed of developments that are relevant to issues that may come before the Board, and
 - being prepared and ready to make informed decisions.
2. I will listen carefully to, and respect the opinion of, my fellow Board members both inside and outside the Board of Directors meeting.
3. I will respect and support the majority decision of the Board, even if my position is not the prevailing decision.
4. I will represent all constituents of the Association and not a particular geographic area or special interest group.
5. I recognize that it is my responsibility as a member of the Board of Directors to ensure that the MEA is well managed, by hiring the best possible person to manage it, not by managing the Association myself.
6. I consider myself a "trustee" of the MEA and will do my best to ensure that the Association is well maintained, financially secure, growing, and always operating in the best interests of constituents.
7. I will communicate the needs of my constituents to the Board and will communicate the actions of the Board to my constituents.
8. I will keep an open and unbiased mind until I have heard all data and information pertinent to an issue.
9. I will support the duties and authority of the Executive Director, and refer complaints from constituents or staff to the proper level on the chain of command.
10. I will call to the attention of the Board of Directors any issues that I believe will have an adverse effect on the MEA or our constituents.
11. I will attend all regional/area meetings, whenever possible.