

CAMPAIGN RULES  
FEDERAL EDUCATION ASSOCIATION

2019-2020

**DOCUMENT PURPOSE:** The purpose of this document is to outline rules that shall govern FEA election campaigning and to provide guidelines for dealing with campaign violations and complaints (see Page 6). A copy of the Campaign Rules document shall be mailed to FEA leaders, included in the election packets provided to candidates, and posted on the FEA website.

Rules are meant to ensure fairness and preserve the integrity of the election. In general, candidates should work to maintain the “spirit of the campaign” which is an atmosphere of friendly competition, respect for the election process and concern for the welfare of the Association.

**A. GENERAL GUIDELINES**

1. No dues money shall be used to promote the candidacy, directly or indirectly, of any individual(s) over any other candidate for an FEA office.
2. FEA Staff, at all levels of the association, may not participate in the election other than to carry out the coordination of the election as outlined in the FEA Election Procedures. Staff may not endorse, promote, or work for candidates before, during or after the duty day.
3. All candidates will retain receipts and other records of expenditures for their campaign, as well as records of contributions, in accordance with NEA guidelines. All candidates will file a report of campaign expenditures and contributions upon request by the FEA Board of Directors.
4. Campaign materials may include, but are not limited to, flyers, posters, blogs, websites or any other electronic/social media.
5. Campaign materials, as described above, may not include pictures, names, images, likenesses, or any other media of any FEA Staff member, including FEA attorneys and office/regional staff.
6. Campaign materials, as described above, may not include pictures, names, images, likenesses or other media of present or past Association logos, the NEA logo, the symbol of the United Education Profession, or other symbols connected to the FEA, NEA, or the local affiliates of FEA or NEA.

7. Should a candidate wish to use an individual's photo, image, likeness or name in his/her campaign materials, he/she must obtain the prior express written consent of the individual. Should the individual giving consent be a former and/or current officer/leader of the Association, his/her FEA title may not be included on campaign materials.

8. **DODDS/DDESS OUTLOOK MAIL AND/OR GOVERNMENT COMPUTERS/TECHNOLOGY MAY NOT BE USED FOR ELECTION PURPOSES.**

Outlook Mail is an internal government communications tool and cannot be used for internal union business. Candidates may NOT use any electronics/technology that is owned, paid for, or provided by the association or U.S. Government for campaign purposes. Candidates and Association Leaders may not use any government or association equipment to reproduce campaign literature.

9. Candidates who have obtained members' email addresses thru their function as an FEA leader may not use these emails for campaign purposes.
10. Candidates are restricted from using the FREE Military Postal System (MPS) for election purposes and; therefore, may not send any campaign literature through the free MPS. Using the free MPS for election purposes will be grounds to contest the election. Candidates may use the MPS only if appropriate postage is placed on each individual piece of mail.

## **B. ENDORSEMENTS AND PROMOTING OF CANDIDATES**

1. In its regular course of business, the membership or leadership of a governing body may endorse a candidate for office. All candidates must be notified in advance by the governing body making a potential endorsement and offered the opportunity to address the governing body in person or by written presentation prior to the endorsement. All candidates must be provided the same opportunities. The FEA Board of Directors will not, as a body or a group therein, endorse any candidates for internal FEA elections.
2. A governing body may invite all candidates to a meeting under the guidelines of B.1. Adequate advance time will be made for all candidates to prepare a written presentation or designate a representative to speak on their behalf if they cannot attend in person.
3. If an endorsement has been made, no FEA funds will be used to encourage members to vote for a particular candidate.

4. FEA membership/leadership publications will not be used to announce an endorsement. A publication may encourage the membership to exercise their right to vote.
5. FEA members, including candidates and their supporters, as well as FEA Leadership and members of governing bodies, are prohibited from conducting raffles, lotteries, drawings, or offering any other economic or financial incentives to encourage/discourage the membership to exercise their vote.
6. An endorsing officer of the Association or any other member, or combination of members, may use his/her own money, or that of the candidate, to encourage support from members. In a personal letter, or any other type of personal endorsement, an endorsing officer may NOT mention his/her prior or current title(s). Such letters may not be written on official stationary or include any logos/symbols of the FEA/NEA organization at any level. Candidates may use these endorsements in their campaign materials according to guidelines in B.1.
7. Regularly published newsletters or any publication at all levels of governance will refrain from negatively reporting and/or sensationalizing candidates, or actively reporting and/or promoting candidates, or themselves, through news articles, announcements, and/or personal columns.
8. Normal publication practices must continue during the election period. Publication distribution cannot be modified.

### **C. ASSOCIATION MEETINGS**

1. A single candidate or combination of candidates shall not sponsor, nor have sponsored, a social or fundraising event that promotes the candidacy of one or more candidates during any official governance/ business meeting of the organization.
2. Individual campaigning may take place before or after a scheduled Association meeting. Campaigning may take place before or after the function and between sessions. Campaign literature shall not be distributed during the meeting.
3. All staff members shall absent themselves from any part of a session when governance is considering endorsements. They shall not be present at, nor share in, the planning of any social and/or fundraising activity, or individual campaigning, as described in the Guidelines, or any such activities as may reasonably be construed as participating.

### **D. CAMPAIGNING BY USPS MAIL**

1. Candidates will receive up to two sets of leadership labels and two sets of membership labels for the appropriate area to use to mail campaign materials thru MPS mail. Appropriate Postage must be included as the use of FREE MPS is restricted (See the FEA Election Procedures for more information),
2. FEA Leaders are expected to post/distribute campaign materials received by mail in the same manner for all candidates.

## **E. ELECTRONIC CAMPAIGNING**

1. FEA Leaders are expected to distribute campaign materials received by email in the same manner for all candidates.
2. Candidates will not ask for or utilize email addresses received from FEA leaders, past and present, at any level of the Association.
3. Candidates may forward one campaign flyer to the FEA Washington Office for posting on the FEAonline.org Campaign Page. The FEA Washington office has the right to reject flyers that do not meet the requirements for campaign materials set forth in this document and the Election Procedures. Campaign flyers must be submitted in PDF format. The flyer must be a maximum of one page (not double sided) and no larger than 8.5 x 11 inches. Flyers may not exceed 2 MB file size. The deadline to submit flyers to the FEA Washington office is November 19, 2019. Flyers will be posted on January 9, 2020.

Candidates who submit a flyer will be notified if their flyer meets the guidelines. Candidates who do not meet the guidelines will be notified of the reason(s) their flyer failed to meet the guidelines. Candidates will then have the opportunity to make corrections and resubmit their flyer. Failure to submit a revised flyer that meets the guidelines/campaign rules by December 13, 2019 will result in the candidate's flyer not being posted.

Once a candidate is notified that his/her flyer meets the guidelines, no changes may be made to the flyer.

4. Candidates may use Social Media, such as websites and blogs, to campaign. All appropriate guidelines/restrictions in section "A. General Guidelines" and "B. Endorsement and Promotion of Candidates" apply to these campaign options.

## **F. ROLE OF ELECTED LEADERS IN ELECTION CAMPAIGNS**

Elected school level, Local, District, and State officers retain their rights as members to participate in the affairs of the organization, including supporting and working on behalf of candidates for office. However, such campaign activities may not occur during official Association functions, while actually performing in the capacity of their office, and may

not involve the expenditure of Association funds. In addition, a member's personal information, such as personal email addresses/phone numbers that an association leader has obtained through their leadership role, may not be shared with a candidate.

## **G. CAMPAIGN COMPLAINTS AND VIOLATIONS**

Members may report election complaints using two methods:

1. Article 3, Section 1. Improper Conduct of Member (See below). Members may file an alleged act of misconduct at any time during the election process through this article of the FEA Constitution. The FEA Constitution may be found in the members' only section of the FEA website at <http://feaonline.org/passport/communication/governance/constitution.htm>.

### **ARTICLE THREE**

#### **Charges and Trials of Members**

##### **Section 1. Improper Conduct of Member**

**The following acts or omissions shall constitute misconduct by a member which shall warrant a reprimand, fine, suspension and/or expulsion from membership, or any lesser penalty or any combination of these penalties as the evidence may warrant after written and specific charges and a full hearing as hereinafter provided. No member of the Association shall be immune from penalty for committing any of the offenses set forth in this section by reason of the position or office the member may hold in the Association.**

- a. Acquiring membership by false pretense, misrepresentation, or fraud.**
- b. Refusal or failure to perform any duty or obligation imposed by this Constitution or the bylaws of the local association to which the member belongs, the established policies of the Association or local association, or the valid decisions and directives of any officer or officers thereof.**
- c. Misappropriating money or property of the Association or a local association.**
- d. Advocating, encouraging or attempting to inaugurate movements or organizations inimical to the interests of the Association or its established laws and policies.**
- e. Violation of the Code of Ethics of the education profession.**
- f. Willful actions constituting a violation of the provisions of the Constitution of the NEA, this Constitution or the bylaws of a local association.**
- g. Disobeying or willfully failing to comply with any lawful decision or order of the Association or local association.**

**h. Illegal voting or in any way preventing an honest and fair election to fill elective offices, posts or positions in the Association or local association.**

**i. Committing other serious offenses which bring the Association into disrepute. Charges shall specify the alleged acts or omissions which constitute the offense.**

2. FEA Election Procedures. A challenge may also be made following the procedures in Section G, Page 8 of the FEA Election Procedures.

If you have any questions regarding these guidelines, please contact Connie Shanaghan in the FEA Washington office at [cshanaghan@nea.org](mailto:cshanaghan@nea.org) or by phone at 202-822-7850.

Approved by the FEA Board of Directors  
July 2019