

1. Stewards are to be elected annually. Election should take place between May 1<sup>st</sup> and the first regularly scheduled Executive Board meeting of the ensuing school year.
2. The current steward of each building must give written notification to building members that elections will be held with an explanation of nomination procedures, balloting and deadlines. A secret ballot must be used.
3. Elections results of balloting will be posted on the building's Union bulletin board for at least five days following the count and will be sent to the Union Office on the initial posting day.
4. If for any reason a steward is not able to fulfill her/his term of office, the building should fill the vacancy.
5. Election complaints must be made in writing and signed to the President, CHTU Local 795, within six (6) schools days after the balloting count.
6. In the event of ties, if the building is not able to resolve the tie, the issue should be referred to the President of CHTU Local 795.
7. A list of building members can be obtained from the Office Manager of CHTU Local 795.

### **MONITORS AND PUPIL SERVICES PERSONNEL**

Monitors have separate bargaining units and separate contracts.

Pupil services personnel sometimes has issues that require compromise with the teaching members.

### **PROCEDURES**

- A. Monitors and pupil services personnel have the right to run for any CHTU Local 795 office and will vote in their assigned building for steward.
- B. Monitors and pupil services personnel will be represented by one vote each on the CHTU Local 795 Executive Board. \* Each May, the President will promulgate to each division or unit, the President's tandem nomination for Steward and Alternate Steward (optional). Fifteen (15) working days will be allowed for campaigning and voting on an 1 confirm/I reject secret mail ballot. Should fifty percent (50%) of the division's eligible voters reject the nomination, the process shall continue until nominees receive less than fifty percent (50%) rejection.

\*Add insert: Members of the appropriate division or unit shall have right of first refusal for nomination.

