



## LYNWOOD TEACHERS ASSOCIATION

### DECLARATION OF CANDIDACY

#### 2025-2027 CTA/LYNWOOD TEACHERS ASSOCIATION UNIT EXECUTIVE BOARD ELECTIONS

I am a member in good standing of the following:

\_\_\_\_\_ Lynwood Teachers Association

\_\_\_\_\_ California Teachers Association

\_\_\_\_\_ National Education Association

I am declaring my candidacy for the following position:

☐ President (2 year term, Effective July 1 2025-June 30 2027)

☐ Vice President (2 Year term, Effective July 1 2025 -June 30,2027)

☐ High School Director (2-Year term, Effective July 1 2025-June 30, 2027)

☐ Elementary Director- (2-Year term, Effective July 1 2025-June 30, 2027)

☐ Treasurer (2 year term, effective July 1 2025-June 30, 2027)

**Name:** \_\_\_\_\_ **Signed:** \_\_\_\_\_  
(as you wish to appear on ballot)

**Home Address:** \_\_\_\_\_

**School Address:** \_\_\_\_\_

**Daytime telephone:** (\_\_\_\_) \_\_\_\_\_

THIS FORM MUST BE SUBMITTED TO LTA OFFICE, 11501 Atlantic Blvd. Lynwood, CA 90262, or to [jdeyardmond@gmail.com](mailto:jdeyardmond@gmail.com) no later than 4:00 P.M. on May 1<sup>st</sup>, 2025, Postmarked dates not accepted.



# LYNWOOD TEACHERS ASSOCIATION

## Campaign Statement

Statement must be limited to 150 words. I understand that only the first 150 words will be used, but a reference to ethnic minority identification will not be counted in the limitation of words.

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Please **print** name as you wish it to appear on the ballot.

Name \_\_\_\_\_

[illegible]



**COMMITMENT FORM FOR  
LTA EXECUTIVE BOARD CANDIDATES**

**As a candidate for the office of \_\_\_\_\_, I agree to:**

- Carry out all my responsibilities as I serve in this position.
- Promote a professional attitude and follow the code of ethics of the education profession.
- Encourage cooperation and communication when performing my duties.
- Attend all required meetings.
- Follow the LTA Bylaws and Standing Rules.
- Be a steward of LTA funds and exhibit fiduciary responsibility.
- Participate fully in all matters of LTA; and
- Make decisions that are in the best interests of LTA and the members I serve.

I have read and understand the duties and responsibilities required to serve in the position for which I am declaring candidacy.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE



## **LYNWOOD TEACHERS ASSOCIATION EXECUTIVE BOARD DUTIES AND RESPONSIBILITIES**

### **Duties of the Officers**

#### **Duties of the President:**

(shall be the chief executive officer of the Association and its policy leader, and shall)

- a. Be the official spokesperson for the Association;
- b. Preside at all meetings of the Association, the Representative Council, and Executive Board;
- c. Co-sign, with the Treasurer, all checks drawn upon the funds of the Association;
- d. Be familiar with the governance documents of LTA, CTA, and NEA;
- e. Suggest policies, plans, and activities for the Association and be held responsible for the progress and work of the Association;
- f. Call meetings of the Association, Representative Council, and the Executive Board;
- g. Prepare the agenda for the meetings of the Association, the Representative Council, and the Executive Board;
- h. Attend meetings of the Service Center Council of which the Association is a part;
- i. Attend other CTA/NEA meetings as directed by the Representative Council;
- j. Appoint all chairpersons and members of committees, and of the bargaining team, with the approval of the Executive Board, by the beginning of each year;
- k. Represent the Association at functions where an official representative is required. If such attendance is inconvenient, the President may appoint the Vice-President to represent the Association. If the Vice-President is unable to attend, the President may, with the consent of the Executive Board, appoint the official representative of the Association; and,
- l. Be prohibited from serving as a member of the Bargaining Team.

#### **Duties of the Vice President:**

- Serve as assistant to the President in all duties of the President
- Assume the duties of the President in the absence of the President
- Be responsible for the formation and distribution of the Association's calendar of activities
- Serve as coordinator of committee activities at the direction of the President
- Carry out responsibilities delegated to him/her by the President.

#### **Duties of the Treasurer:**

- a. Receive all funds belonging to the Association and be responsible for their safekeeping and accounting;
- b. Pay out such funds upon orders of the President;
- c. Prepare a written financial report for each regular meeting of the Representative Council and Executive Board;
- d. Be responsible for and sign for on annual audit of the books of the Association and distribute a summary of the audit to the membership;
- e. Submit membership and financial reports to CTA, NEA and other agencies as required by law;
- f. Co-sign with the President all checks drawn upon the funds of the Association; and,
- g. Act as chairperson for the Association & Budget and Building Oversight Committee.

**The duties of the Executive Board shall be to:**

1. Coordinate the activities of the Association.
2. Act for the Representative Council when school is not in session.
3. Direct the bargaining activities and grievance processing of the Association, subject to policies set by the Representative Council:
4. Approve by majority vote the appointment of and by two-thirds (2/3) vote the removal of bargaining team members and members of the Grievance Committee:
5. Recommend a budget for the Association to the Representative Council.
6. Approve by majority vote all appointments and removal of committee members, including chairpersons, except as noted in #4 above.
7. Adopt the Local Standing Rules for the Association.
8. Adopt Grievance Procedures for the Association
9. Exercise all the business and organizational powers and duties for the Association as prescribed by law and these Bylaws subject to any restrictions that may be imposed by the Representative Council

### Content of Campaign Material

1. Candidates may print campaign materials.
2. All campaign materials must be free of any association logo(s). a. Official association names/acronyms may not be used on any endorsement list.
3. The official association title may not be used in a manner that suggests the associations supports the candidate. a. This includes the candidate's email addresses.
4. All electronic or printed campaign materials (larger than a credit card) must have the following disclaimer stated verbatim: "The views and opinions expressed are those of the candidate and not necessarily those of the unit, CTA, NEA or any of its affiliates."

### Candidate Distribution of Campaign Materials

1. Candidates may distribute campaign materials at school sites. a. Use of district/school mailboxes for campaigning must follow district policy.  
b. District email addresses must not be used for campaigning.
2. The chapter will furnish each candidate with a list of work site names, work site addresses and the number of Active members at each site for the purposes of campaigning.

### Campaign Statements and Electronic Flyer (distribution by chapter)

1. Should the chapter decide to, candidates may provide the chapter with a campaign statement.
  - a. Each candidate must be treated equally in preparation and distribution of a campaign statement.
  - b. There shall be a limit on the number of words/characters allowed on the campaign statement.
    - i. Each word shall be counted.
    - ii. Any word(s) exceeding the limitation shall not be printed.
    - iii. The statements shall not be printed on the ballot.
2. Should the chapter decide, candidates may provide the chapter with one single- sided electronic flyer in a PDF or Word document, 8.5" X 11" or smaller, to be included in the association email.
  - a. Candidates are responsible for assuring that the flyer is received by the Association's Election Committee by the date published on the election timeline.

**LYNWOOD TEACHERS ASSOCIATION  
CAMPAIGN FLIERS**

Submitted campaign fliers should be 8 1/2" x 11" and single-sided

