

If you are no longer the Local President, please forward this email to the current Local President. Also, please notify bachmanb@weac.org of your Local's current President if you are on the current President so we can update our records.

Memo

Date: January 2021
To: Local Presidents
From: Becky Bachman, Conference Coordinator
RE: NEA Representative Assembly (RA) Information Materials

2021 NEA Representative Assembly (RA) – VIRTUAL – Delegate Allocation

The 2021 NEA RA will again be held virtually the first week of July. The exact days/dates have not been released yet by NEA. The NEA Constitution and Bylaws provide that each local affiliate is entitled to one delegate for every 150 members or major fraction thereof (76). A local with more than 75 members but less than 226 members, will be entitled to one delegate. A local with more than 225 but less than 376 members will be entitled to two delegates, etc. The deadline for Delegate Allocation is Friday, January 15. Only membership transactions completed by COB of this day will be included in the allocation.

The week of January 18th, you should receive an email from NEA. This email is to alert the local presidents of the upcoming allocation email. The subject line of this alert email will be: **NEA RA DELEGATE ALLOCATION NOTIFICATION**. A second email will go out the week of January 25th and the subject line of that email will be: **NEA RA ALLOCATION INFORMATION**. These emails will come from RASupport@nea.org email address.

If you are no longer president and still receiving these communications, please be sure to forward all NEA RA materials to your current Local President. Also, please notify bachmanb@weac.org of your Local's current President if you are not the current President so we can update our records.

If you do not receive the email and forms from NEA, please contact me at 800-362-8034 extension 232, or email at bachmanb@weac.org and I will download the delegate report form for your local (please remember you will not receive a report form if you have less than 76 members).

A copy of [Requirements for the Allocation and Election of Delegates to the NEA Representative Assembly](#) is available on the WEAC website. Please be sure to read this document before conducting your election so that you are familiar with all requirements such as open nominations, one-person one-vote, and secret ballot elections.

PROCEDURES FOR NEA REPRESENTATIVE ASSEMBLY DELEGATE ELECTIONS

Please find a link to the [Election Instructions to Locals](#). These instructions provide step-by-step procedures for conducting NEA RA elections in your local. As these instructions are more in-depth than what has previously been provided to you, it is important that you take the time to review them. Please direct any questions you may have about the procedures explained in the instructions to bachmanb@weac.org

Cluster Information – (Locals with less than 76 members)

Local affiliates with fewer than 76 members may join to form membership units (clusters) for the purpose of representation. Each local in a cluster of two or more must have less than 76 members. If you wish to cluster with another affiliate, please contact your Region office. Cluster delegates are to be reported on special forms, which will be available through WEAC.

Delegate and Successor Report Forms

All Local Presidents will receive a memo from NEA and one page of the election form personalized with the local name and allocation data. The same form is used for both Delegates and Successors type (please check the correct box to indicate the type.) **Names should be entered in descending order of votes received. Please use the members identification number** not social security numbers (if not known, please leave blank and I will look the individual up in IMS).

If you do not have an email address, NEA will mail the documents but not until after the third week in February. **Please report all elected and all successor delegates at one time. This is important to do even if the successor is not attending, they must be reported on the form.** You must include all individuals listed on the ballot, regardless of their vote total. Please remember that the deadlines are very important. If WEAC does not forward information to NEA within the timelines, individual delegates will not be seated unless approved by the NEA Credentials Committee. All delegate and successor delegate report forms need to be returned by **April 10** to:

WEAC
Becky Bachman
P O Box 8003
Madison, WI 53708

Or email to bachmanb@weac.org

Registration of Delegates

Once I have submitted the delegate names to NEA, in late May NEA will email Registration information with a link to each certified delegate to register ONLINE for the NEA RA. Using the link within this email, the delegates will register for the NEA RA to receive the link to the virtual training platform, and other relevant details they'll need as they prepare for the NEA RA

The NEA Delegate Election Report Form requests a personal email address for every delegate. A personal email address is one where a member may receive Association information with no breach of restriction placed by state law, collective bargaining contract, or workplace policy. Checking the "Email Restrict" box will ensure that a delegate's email address will not be provided to RA exhibitors.

NEA Green

NEA provides for the online availability of all RA meeting resources through use of the RA area on NEA.org; NEA aims to reduce overall paper consumption and encourage electronic use of delegate materials.

Ethnic Minority Report – 3-1G

It is the policy of NEA that the delegation from each state to the Representative Assembly shall include ethnic-minority delegates in numbers commensurate with the general population of the state. As in the past the Wisconsin Education Association Council is committed to the achievement of this goal. Please find WEAC's plan to implement NEA Bylaw 3.1g at this link: [WEAC Strategic Plan to implement NEA Bylaw 3.1g](#)

Roll-Call Attendance at the NEA RA

WEAC will receive a report of those delegates that log in to the NEA RA through the virtual platform that NEA uses. State Delegate attendance will be verified at the end of the NEA RA. To maintain status as a State Delegate for 2022, NEA RA attendance is mandatory.

Logistics

All specific information regarding the NEA RA will be sent directly to the individual delegates once they are reported to WEAC (in April) from Becky Bachman. Being a virtual event, there are not a lot of logistics to report on at this time.

The agenda will be posted on the NEA website when available. The first Wisconsin caucus meeting will be held as a Zoom meeting on **Thursday, May 20 at 7:45 p.m.** The other caucus meetings for Wisconsin will be announced at the first caucus meeting and communicated out to delegates from Becky Bachman. All elected State Delegates are required to attend **ALL** caucus meetings.

NEA Fund for Children and Public Education

Delegates to the 2021 NEA Representative Assembly will be asked to make a financial contribution to the NEA Fund for Children and Public Education, commonly known as the "Fund." The NEA Fund is a federal political action committee or PAC. It supports and contributes to federal candidates – U.S. Senators, House of Representatives, and Presidential candidates. These candidates are selected based on their voting record on education issues and interviews with NEA members. By federal law, the NEA Fund for Children and Public Education is funded outside of regular dues with voluntary contributions from members. Last year the recommended contribution per delegate was \$180.

If you or a delegate has any questions or need additional information, please contact me at 800-362-8034, extension 232, or email me at bachmanb@weac.org.

Thank you.

c: Region Presidents
 Region Staff