



V O T E R  
O R I E N T A T I O N

2 0 2 2 - 2 3

G E N E R A L  
E L E C T I O N

# ○ What is a General Election

- Every 3 years UTLA members elect the Officers and Members of the Board of Directors.
- **Everyone will have the officer elections on their ballot.**
- *If you work at a single site, and your cost code is the school, you will automatically also be able to vote for your local [Area Directors](#).*
- *If you work at more than one site, or you are an HHS professional with a different cost code, then fill out the <https://utlaelections.org/information/itinerant-assignments-declaration-form/>. If you don't fill this out, you will not be able to vote for your Area Directors. The deadline for voters who are itinerants is December 16, 2022.*



## ○ If you work at more than site...

- If you work at multiple sites fill out the **Itinerant Assignments Declaration Form**.
- You will be assigned to an area where you work 50% or more of the time.
- If you don't fill this form out, you will only be able to vote for officers and a special category if you qualify
- See this page to complete the form  
<https://utlaelections.org/information/itinerant-assignments-declaration-form/>



# ○ UTLA Board of Directors

- There are eight UTLA Areas: **North, South, East, West, Central, Harbor, Valley East, and Valley West.**
- Each Area has 4 directors, 3 represent NEA and 1 represents AFT.
- Your 4 Area Directors are your representatives on the Board of Directors. They also help with local issues and work with Chapters Chairs at schools in your area.



# ○ What do NEA and AFT stand for?

- NEA is the National Education Association and AFT is the American Federation of Teachers. They are the two national teachers' unions.
- We are also under the two state affiliates the California Teachers Association (CTA) which is the state affiliate of NEA and the California Federation of Teachers (CFT) which is the state affiliate of AFT.
- You can find out more at [nea.org](https://nea.org), [cta.org](https://cta.org), [aft.org](https://aft.org) and [cft.org](https://cft.org)



# ○ Aren't we a merged union now, aren't all of us members of AFT and NEA?

- UTLA is merged but AFT and NEA are not merged.
- All UTLA members of both national unions and their state affiliate CFT and CTA but as an organization, UTLA has contracts and obligations with both organizations.
- If and until there is a merger of AFT and NEA, UTLA will continue to have AFT and NEA Vice Presidents and AFT and NEA members of the Board of Directors.
- The agreement is that there are three NEA members and one AFT member for each UTLA Area.



# ○ Are you a member in a Special Category?

- There are 6 kinds groups of members who qualify to vote for a Special Category Member of the Board of Directors. They are citywide representatives.
- You may qualify to vote for one or more of these directors if you are

**A Special Education Teacher**

**An Adult Education Teacher**

**An Early Childhood Center Teacher**

**A Substitute Teacher**

**A Health and Human Services Professional      or**

**Have a Bilingual Authorization such as BCLAD or equivalent.**





## ○ Some Elections May be Unopposed

- If your area only has 3 NEA director candidates and 1 AFT director condition, they are elected by acclamation.
- If some of your directors were unopposed, those Area race will not appear on your ballot.
- If there is only one candidate for a special director, they are elected by acclamation and will not appear on your ballot.



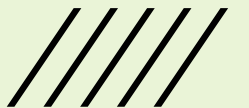




# Qualifications to Vote

- In order to vote you must be a dues paying member the month before ballots become available.
- The election company qualified voters a PIN to the email address UTLA has on file.
- Update your email address now for easy access to voting.

<https://utla.net/resources/update-your-contact-information/>



# ○ What is a PIN? Why do I need it?

- A Personal Identification Number (PIN) is a number an organization uses to make sure that only you can access information.
- All voting will be online. **You will need your PIN to vote.**
- Your PIN assigned to each voter is unique to this election only.
- The election company assigns a 7-digit PIN to each eligible voter for each election. **UTLA does not create or have access to your PIN.**
- The voting company will email you your PIN using the non-LAUSD email address that UTLA has on file.



# ○ How will we vote?

- **There will not be paper ballots.** The election company will email you a PIN using the email UTLA has on file. Make sure UTLA has your current non- LAUSD email address.
- Check the Timeline. <https://utlaelections.org/information/election-timeline/>
- If you don't get an email with your PIN first check your Spam folder.
- If you do not receive an email, you can also easily access your ballot with the email through the election company's **FIND MY PIN** on their website.
- You will put in the last four digits of your SS# and your employee number and can access your PIN and your ballot automatically. The link to the Election Company will be on the utlaelections.org website.
- Problems? Email: [info@utlaelections.org](mailto:info@utlaelections.org)





# United Teachers Los Angeles 2021 EARLY EDUCATION DIRECTOR ELECTION

## Online Voting System

Once you are ready to begin voting, enter your Employee Number and PIN below:

Your vote must be received by 8:30 a.m. (PT) on Monday, January 11, 2021.

**Enter Your Login Information:**

UTLA Employee  
Number:

7 Digit PIN:

Login

For PIN retrieval assistance please click on the link below

**[Find My Pin](#)**

If you experience technical difficulties with the website  
please send an email to

[webmaster@ivsballot.com](mailto:webmaster@ivsballot.com)



# ○ Find My PIN

- Using the PIN provided in the email from the Election Company is an alternative way to access your ballot.
- Find My PIN allows you to access your PIN if you don't receive or can't find the email. It makes voting online easier than ever.
- The UTLA Elections Committee will support you with any issues you have with the voting process. [info@utlaelections.org](mailto:info@utlaelections.org)



## ○ Find my PIN (Personal Identification Number)

- Some of you may have used in UTLA contract votes.
- It's an automatic way for members to access their PIN online to vote online.
- To use **Find my PIN**, you will put in your employee number and the last 4 numbers of your Social Security number.
- **Find My PIN will provide your PIN and a link to the login page.**
- **From there you enter your employee number and your PIN and access your ballot.**



# ○ If there are problems

- If you worked in December and you didn't get an email and you cannot get your PIN using the Find My PIN system, **email us immediately** at [info@utlaelections.org](mailto:info@utlaelections.org)
- If you did **not** pay dues in December before the election, you may **not** receive an email and Find My PIN may not work for you.
- If you work in January and pay dues, we will update the list on "Find My PIN" by the second week of February. You will still have plenty of time to be able to vote online. However, stay in contact with the Elections Committee.
- If you believe there is an error and you should be qualified to vote, email us [info@utlaelections.org](mailto:info@utlaelections.org).







A screen shot of the page where you enter your information if you have your PIN.

Where Find My PIN was located on the in a previous election

United Teachers Los Angeles  
2021 EARLY EDUCATION DIRECTOR ELECTION

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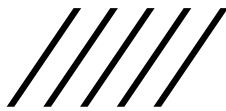


**PIN Number Retrieval**

In order to retrieve your voting PIN number, please log-in below with your Employee Number and the last four digits of your social security number.  
Once your information is successfully submitted, your PIN number will appear on the page.  
**You will be able to log-in and retrieve your PIN number at any time.**

UTLA Employee Number:   
Last four digits of SSN:

A Screen shot of Find My PIN Retrieval page from a previous election. Enter your employee # and the last 4 digits of your social security number (SSN)





Voter  
Information:  
Click to see  
candidate  
statements

Then begin  
voting.



Click here to view candidate information.  
(requires pdf viewer)

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Thank you for choosing to vote online for the UTLA 2021 Early Education Director Election.

Click on "Begin Voting" below to go to the Ballot page.

Please review your choices carefully.

You will have the opportunity to review and edit your choices before confirming your vote. Once you have reviewed your selections, click "Cast Ballot" to submit your vote.

Your vote must be received by 8:00 a.m. (PT), Monday, January 11, 2021.



then

Begin Voting





A ballot from an earlier interim election as an example.

Select Your Vote

You will be able to review and edit your vote selection before submitting your ballot.

Vote for 1

2021 Early Education Director

<input type="checkbox"/>	Shirley Durst
<input type="checkbox"/>	Ruben Tovar
<input type="checkbox"/>	Brenda Brown


Continue



- Review your choice- revise if needed-cast your ballot- No changes after that

Please review your selection carefully. Once you have cast your ballot, you may NOT change your vote.

2021 Early Education Director		
Name	Selection	Change
Shirley Durst		<a href="#">Edit</a>







**Successfully Completed**

Thank you for voting!

**Voting Completed**



## ○ Quick summary of the process

- Go to [utlaelections.org](https://utlaelections.org)
- You will see a link that will take you to the election company website where you can:
  - Input your PIN and employee number to access your ballot.
  - See the Candidate Statements
  - Vote online
  - Receive a confirmation that your vote was received.







## MEMBERS



Orientation for Voters

Understanding Online Voting and Find My PIN

How the Elections Work

FAQ for Voters

Problems with Find My PIN or Request for a Replacement Paper Ballot

Update Your Contact Information

To ensure ballot delivery, update your information via the UTLA website.

These sections are on the Homepage. These sections may be helpful.

[www.utlaelections.org](http://www.utlaelections.org)

## INFORMATION

Election Manual

Itinerant Assignments Declaration Form

Election Timeline

UTLA Constitution and Bylaws

How Online Voting Works

Committee Chair Role in UTLA Elections

Chapter Chair Role in UTLA Elections



The Timeline to know when ballots will be coming  
FAQs for voters and instructions for online voting

**Candidate statements and flyers and social media will appear here when they have been posted.**





## Why is this Election Important?

- The representatives you choose are making decisions that will impact you and your profession.
- This is your opportunity to know the candidates by checking out their statements and social media links and communicating with them.
- Check out the [utlaelections.org](http://utlaelections.org) web site and learn more about about the candidates.



# ○ Importance of High Voter Turnout

- High voter turnout demonstrates your engagement and will give a strong mandate for all the candidates who are elected.
- That makes UTLA leaders more powerful when bargaining with the district, when dealing with the LA Times and other media, and the public.
- This is a great opportunity to connect with the candidates and develop a relationship – so the issues you care about will be heard by the UTLA Officers and BOD members.



# ○ How can we learn about the candidates?

- Candidates will have **Chapter Chairs' contact info**
  - Candidates may ask Chap. Chairs to email flyers to their members.
  - Candidates may request to speak at a chapter meeting
  - You should not get a phone call or email from a candidate unless you explicitly give the candidate permission.
- Members can contact the candidate- (*Candidate emails will be online*)
  - Ask your Chapter Chair to invite the candidates to speak at your chapter meeting
  - All members can email candidates with questions, concerns or just to introduce themselves

**Candidates are able to post a lot of content and social media links on [utlaelections.org](http://utlaelections.org)**



# CANDIDATES FOR SPECIAL CATEGORIES DIRECTOR

Board of Directors (Special Category) includes Adult and Occupational Education, Bilingual Education, Early Childhood Education Centers, Health and Human Services, Special Education and Substitutes.

CONTESTED

UTLA Board of Director – Adult Education

## UTLA Board of Director – Adult Education



Matthew Kogan

[STATEMENT](#) [FACEBOOK](#) [TWITTER](#) [EMAIL](#) [FLYER](#)



Marc Wutschke

[STATEMENT](#) [EMAIL](#) [FLYER](#)

UNCONTESTED (CANDIDATES ELECTED BY ACCLAMATION)

UTLA Board of Director – Early Childhood Education

[Teri Harnik](#)

UTLA Board of Director – Health & Human Services



Mallorie Evans

[STATEMENT](#)

UTLA Board of Director – Special Education



Deborah Schneider

[STATEMENT](#) [FACEBOOK](#) [TWITTER](#) [FLYER](#)





Voting begins:  
Feb. 7, 2023

*Remember voting will be  
online only.*

Ballots Due:  
February 28,  
2023

Please vote early.

If you lose the email with  
your PIN, use Find My PIN

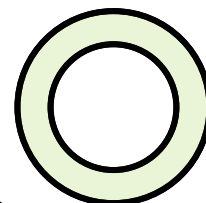

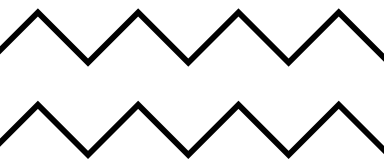
## February is Voting Month

February 6: A PIN will be emailed to  
members and will also be accessible  
online thru "Find My PIN."

February 7: Ballots are available.  
Voting begins.

February 28: **Deadline** for electronic voting.  
Electronic vote count. Results posted.





For any questions  
or problems, we are  
here for you.

Thank you for  
participating in the  
UTLA Election!



• Email: [info@utlaelections.org](mailto:info@utlaelections.org)

Website: [www.utlaelections.org](http://www.utlaelections.org)

