



NOTICE OF 2022-23 BUILDING REP ELECTIONS

1. Plan ahead – **Monday, May 2, 2022, is the deadline** to file the form *Official Results—2022-23 Building Rep Election*.
2. Union members at each worksite in each unit shall annually elect one (1) Building Representative, plus one (1) Building Representative for each twelve (12) union members or major fraction thereof. Each worksite having at least one (1) member shall be entitled to at least one (1) Building Representative.
3. Only members of USEP can be elected as Building Reps, and only members of USEP can vote for Building Reps.
4. *If you have only as many nominations as there are slots to fill, you do not have to generate a ballot or hold an election, but you **do need to complete the form and send in to USEP.** You must, denote your “Contact Building Rep.”*
5. **Complete the enclosed form even if Building Reps remain the same as 2021-22.**

If a meeting is held:

1. Call a meeting of USEP members at your worksite for the purpose of electing Building Reps. (This meeting can be counted towards your Leadership Incentive)
2. Call for volunteers/nominees. Confirm with those members nominated that they agree to serve if elected.
3. Vote on persons nominated by a show of hands or ballots. Those persons receiving the most votes shall be declared elected.

If no meeting is held:

1. Distribute to all members a nomination form to nominate members for Building Rep. Be sure to designate a deadline and location for return. (See enclosure.)
2. At the end of the nomination period, Confirm with those members nominated that they agree to serve if elected.
3. Generate a ballot that designates a deadline and site for return. (See enclosure.)
4. Those persons receiving the most votes shall be declared elected.

- ✓ **If more than one Building Rep is elected, the newly elected Building Reps should vote among themselves for their “Contact Building Rep.”** The Contact Rep will be the person who receives all USEP literature for distribution. Duties can be divided, i.e., one Rep handles distribution of materials while another Rep attends the monthly Rep Council meetings.
- ✓ Notify those Building Reps elected, whether new or not, that they should plan on attending the Rep Council on May 24, 2022, to be inducted. The 2022-23 Building Reps’ duties officially begin on July 1, 2022.
- ✓ The enclosed form must be completed and returned to USEP **by Friday, May 6, 2022.**

If you have any questions or cannot conduct the election of Building Reps at your school, call the USEP office as soon as possible! (813) 996-2119



OFFICIAL RESULTS &
2022-23 BUILDING REP ELECTION

**Complete even if Building Reps
remain the same as this year**

Worksite: _____

Unit (Instructional or SRP): _____
(Please Specify Unit)

of USEP members employed at worksite: _____

of Building Reps to elect (one Building Rep plus one for each 12 members): _____

Names of USEP members who are elected as Building Rep(s):

1. _____ Alt: _____

2. _____ Alt: _____

3. _____ Alt: _____

4. _____ Alt: _____

5. _____ Alt: _____

Our Contact Building Rep is (Print Clearly): _____

The following certify the above named individuals are our Building Reps:

**Return this form to the USEP office by Friday, May 6, 2022, so that
building reps may be inducted at the May Rep Council meeting.**