

# VOTING RULES & PROCESS



## January 2026 Health Benefits Ratification and Strike Authorization Vote

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### Overview & Goals

We must be systematic in the voting process at each chapter so that it is efficient for members and also achieves the goals, which are:

1. Making sure everyone who is eligible to vote can do so.
2. Getting every non-member signed up on a membership card.
3. Getting every member to sign a public commitment to attend the citywide rally and commit to participating in the strike if a strike becomes necessary.
4. Getting every member to sign the petition to qualify the Prop. 55 funding extension for the November 2026 ballot.

### Voting Timeline

<b>Jan. 27, 28, 29:</b>	Voting at school sites and the UTLA building (from 9 am to 5 pm)
<b>Thursday, Jan. 29:</b>	Chapter leaders bring ballots to drop sites. Ballots can also be brought to UTLA building (until 5 pm)
<b>Friday, Jan. 30:</b>	Ballots counted and results announced

### Preparation Before the Vote

- ☐ Find a secure place to store the ballots when voting is not taking place. The ballot box will be stored there in between voting days.
- ☐ Call a Chapter meeting to inform members.
- ☐ Choose 3 volunteers for the voting committee who will work each station.
- ☐ Make a ballot box.
- ☐ Post signs with the times and place of voting.

# VOTING PROCEDURES

## Regular Voting for UTLA Members on the Roster

(DO NOT USE “NON-ROSTER BALLOT” ENVELOPES FOR REGULAR VOTING)

1. Ask the member to identify themselves by name and employee number.
2. Verify their membership by checking the chapter roster. **A UTLA member will be designated as "Member" under the "Status" column and can cast a regular vote.**
3. HAVE THE VOTER SIGN THE ROSTER IN THE SPACE PROVIDED NEAR THEIR NAME. The committee person initials the roster next to the voter's name, then hands them the ballot. The voter marks the ballot and places it inside the ballot box.
4. DO NOT FOLD THE BALLOT! **DO NOT USE “Non-Roster Ballot” envelopes for members on the roster.**

**NOTE:** For a school site's votes to be valid, the number of regular voter ballots must match the number of signatures on the roster.

## Non-Roster Voting for A) Non-Members and B) Those Not Listed on the Chapter Roster

### If someone is a non-member:

- » ONLY UTLA MEMBERS can vote; people who sign a membership card during voting can cast a ballot by the non-roster process.
- » Use the talking points for membership and PACE provided and ask the non-member to sign a membership card.
- » After the membership card is completed, have the new member sign the roster.
- » Hand the voter a ballot and two envelopes (a NON-ROSTER VOTER BALLOT envelope and a NON-ROSTER VOTER ONLY envelope). Be sure they use BOTH envelopes.
- » The voter is to mark their ballot and place it inside the NON-ROSTER VOTER BALLOT envelope. The NON-ROSTER VOTER BALLOT envelope is then placed in the NON-ROSTER VOTER ONLY envelope. The NON-ROSTER VOTER BALLOT envelope is for NON-ROSTER VOTERS only.
- » The NON-ROSTER VOTER ONLY envelope is to be sealed and written on the front of the envelope should be the employee # of the voter, the voter's name, their school site, and the UTLA Area.
- » ATTACH EACH NEW MEMBERSHIP CARD TO THE OUTSIDE OF THE CORRESPONDING NON-ROSTER VOTER ONLY ENVELOPE.

### If someone is not on the chapter roster:

- » If their name is not on the roster but they are a UTLA member, they DO NOT sign the roster.
- » Hand the voter a ballot and two envelopes (a NON-ROSTER VOTER BALLOT envelope and a NON-ROSTER VOTER ONLY envelope). Be sure they use BOTH envelopes.
- » The voter is to mark their ballot and place it inside the NON-ROSTER VOTER BALLOT envelope. The NON-ROSTER VOTER BALLOT envelope is then placed into the NON-ROSTER VOTER ONLY envelope. The NON-ROSTER VOTER BALLOT envelope is for NON-ROSTER VOTERS only.
- » The NON-ROSTER VOTER ONLY envelope is to be sealed, and written on the front of the envelope should be the employee # of the voter, the voter's name, their school site, and the UTLA Area.
- » The person voting by the non-roster process will have their membership verified in the UTLA database, and if they are found to be a UTLA member, their ballot will be counted.

**NOTE:** If you run out of NON-ROSTER VOTER ONLY or NON-ROSTER VOTER BALLOT envelopes, a plain white envelope properly marked on the front may be used. The NON-ROSTER VOTER ONLY envelope MUST have the employee number of the voter, the voter's name, their school site, and the UTLA Area. The NON-ROSTER VOTER BALLOT envelope needs only to have “NON-ROSTER VOTER BALLOT” written on it. All ballots must be deposited in the ballot box and the ballot box must be secured between voting times.

# STATION I: THE SUMMARY

## Materials:

- Bargaining Update & Healthcare TA flyer
- Health Benefits TA

**Chapter Election Leader 1 gives the member the key points of the bargaining update and encourages members to vote YES to both the healthcare ratification and the strike authorization.**

## Talking Points: Health Benefits and Strike Vote

LAUSD is failing to negotiate in good faith. They have delayed negotiations and refused to make serious proposals to settle the contract. LAUSD has \$5.03 billion in reserves yet refuses to make movement on our salary scales, staffing, and other demands that UTLA has put across the table since February 2025.

After months of actions by UTLA members, LAUSD finally admitted that they had the money to fully fund our healthcare. With \$5.03 billion in reserves, they have the money to settle a fair contract too. They can afford to fix our salary scales — with significant raises for all members — and address our staffing demands and other needs that members have brought forward.

Unfortunately, LAUSD is again forcing us to prepare to strike if necessary.

Today's vote is two things.

1. We are voting to approve the Health Benefits Agreement that will fully fund our healthcare for the next 2 years.
2. We are voting to authorize the UTLA Board of Directors to call a strike if it becomes necessary in order to settle a fair contract.

The healthcare agreement meets all of our goals for the next two years. UTLA leadership recommends a YES vote.

The 150-person UTLA Bargaining Team, Board of Directors, and UTLA Chapter Chairs from all over the district strongly recommend a YES vote to give the UTLA Board of Directors the authority to call a strike if they determine that a strike has become necessary.

I am asking you to vote YES to both questions on the ballot.

Here is a two-sided sheet that shows both the healthcare tentative agreement and the current status of bargaining at the UTLA table.



LAUSD REFUSES TO MOVE— VOTES YES ON STRIKE AUTHORIZATION	
A YES vote authorizes the UTLA Board of Directors to call for a strike if necessary to settle a fair contract.	
UTLA PROPOSAL	LAUSD RESPONSE
Fix the longstanding salary schedule of jobs in your pay and job coverage table	A 2% pay raise for all jobs, 20% pay raise for all jobs in the pay table
Meaningful support for special education programs and students transitioning to the workforce	Failed to adequately address these needs
Increase rates for Psychiatric Social Workers and Social Workers	Rejected proposal outright
Increase the number of School Psychologists to meet growing needs, additional purchasing of at schools serving more than 100 students	Rejected proposal outright
Paid parental leave	Rejected proposal outright
Increase Arts Education and Physical Education positions on additional pay	Rejected proposal outright
Increase funding for Community Schools	Failed to adequately address these needs
\$100 penalty for all class size and staffing violations and similar class size for Early Education	Rejected proposal outright
Limit subcontracting	Rejected proposal outright
Take action on staffing shortages through new child care centers, affordable housing, and support for immigrant families	Failed to adequately address these needs
The 150-member UTLA Bargaining Team endorses a YES vote	
UTLA	

# STATION 2: MEMBERSHIP & BALLOTS

## Materials:

- Chapter Roster
- Ballots
- Non-Roster Voter Materials
- Membership Cards
- Pens

**Chapter Election Leader 2 verifies the membership status.**

**1. If the member's name is ON the chapter roster:**

- » They sign the member list on the provided roster.
- » Give them a ballot to cast their vote.
- » DO NOT USE "Non-Roster Ballot" envelopes for existing members on the roster.

**2. If a member's name is NOT ON the chapter roster:**

- » They do not sign on the chapter roster.
- » They must vote by the non-roster voter process, per instructions on page 2.

**3. If the voter is listed as a non-member on the chapter roster:**

- » They must complete a membership card to be able to vote (using the non-roster voter process).
- » They sign the chapter roster in the darker space.
- » They must vote by the non-roster voter process, per instructions on page 2.

## Talking Points: Membership Signup

**Membership Card:** Your vote on the UTLA healthcare tentative agreement and strike authorization is important. Being a member allows you to vote in all UTLA elections. Not being a member means that decisions will be made for you, without you.

We are about to escalate action to win the contract you deserve: a fair salary scale, improved staffing and targeted class size reductions, and more resources for immigrant and unhoused students. Our strength comes from 38,000 educators taking collective action and winning two recent strikes. Every one of us has an obligation to be part of that and to contribute dues to fund our organization. If we don't, we will lose power and win less.

I am going to stop now so you can fill out and sign the first two sections of the membership card.

(Pause and allow the potential member to fill out Sections 1 and 2 of card.)

**PACE contribution:** The last thing is your PACE contribution. We are some of the few employees in the country who can elect our bosses, the LAUSD school board. They vote on our healthcare benefits and on our contract, including our salary. That is why UTLA members contribute to our union's political fund, PACE — so we can elect pro-educator candidates and block anti-union, pro-privatization hacks who want to cut our benefits.

Those campaigns are almost exclusively funded by member contributions, not dues. Every member should contribute at least \$16 a month to make sure we have the money we need for those campaigns. You can fill out section 3 here to make your contribution.

# STATION 3: CASTING THE VOTE & SIGNING THE PETITIONS

## Materials

- Ballot box
- Pens
- Public Petition to Strike and Sign Up for Citywide Rally
- Prop. 55 Petitions

## Chapter Election Leader 3 does the following:

- » Monitors the ballot box and makes sure regular voting ballots are placed inside.
- » Verifies that Non-Roster ballot envelopes are sealed and that membership cards are attached to the outside of the Non-Roster Voter Only envelope.
- » Asks members to sign the public commitment to strike-readiness and to attend the February 25, 2026, citywide UTLA rally.
- » Asks members to sign the petition to qualify the Prop. 55 extension for the November 2026 ballot.

## Talking Points: Ask Members to Sign the Strike-Readiness Petition and to Attend the Citywide Rally

Great! Your vote is submitted. This strike authorization vote is a secret ballot vote, but your commitment to strike if necessary is not a secret. I am asking you to join me in signing this petition committing to join the strike and be on the picket line every day if the strike becomes necessary to win our contract.

ASK: Please sign here if you are committed to striking if necessary. (Point to signature spot.)

Before a strike, we will be escalating and showing LAUSD that we mean business by having a citywide rally on February 25 after school.

ASK: Can I count on you to go to the UTLA citywide rally on February 25 at Grand Park, in front of City Hall in downtown LA?

IF YES: Great! Please check the box saying you will attend the rally. (Point to check box.)

## Talking Points: Ask Members to Sign the Prop. 55 Petition

A campaign is under way to permanently extend Prop. 55, the school funding measure that is set to expire in the year 2030. Prop. 55 generates almost \$10 billion annually for California schools and community colleges.

Signatures are being collected now to qualify the Prop 55 extension for the November 2026 ballot. Prop. 55 is a tax extension for the wealthy — NOT a new tax. The measure extends existing income rates on high income earners — for example, couples earning over \$700,000 a year.

Without an extension, public schools and community colleges will be hit with cuts. As UTLA members, we would have a more challenging landscape in which to keeping fighting for what educators and students need, like higher pay, smaller class sizes, and more staffing.

Are you a registered voter? Please sign the petition to qualify the initiative for the November 2026 ballot.

# AFTER ALL VOTING IS COMPLETE

All ballots must be deposited in the ballot box and the ballot box must be secured between voting times. THE CHAPTER CHAIR and ANY PERSONS SERVING ON THE VOTING COMMITTEE MUST SIGN THE FIRST PAGE OF THE CHAPTER ROSTER/SIGN-IN SHEET. For a school site's votes to be valid, the number of regular ballots must match the number of signatures on the roster.

When all three days of voting are completed, remove the ballots from the ballot box and gather the ballots, along with all voting materials, chapter roster, and any unused ballots. A second envelope has been provided if you wish to use it to organize the completed ballots. In any case, all materials should be returned in the original large manila envelope with your site's name on the outside. Seal the envelope and have all members of the voting committee sign the outside.

The Chapter Chair should return the sealed voting materials envelope to the prearranged sites on the day and at the times designated. (Please see list provided.) DO NOT FOLD BALLOTS.