



New York State Teachers' Retirement System

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Rules of Procedure: Election of a Teacher Board Member Annual Delegates Meeting November 6, 2023

The following are the rules of procedure for the election of an active teacher member to NYSTRS' Retirement Board. This election is being held as part of the Retirement System's Annual Meeting of Delegates on Monday, Nov. 6, 2023. These rules may be amended only by a two-thirds vote of registered delegates.

- A. A member of the Retirement Board shall be designated to call the meeting to order. Said Retirement Board member shall present a Chairperson and Secretary for approval by the delegates in attendance at the election proceedings. A yeas vote from delegates will constitute approval of the Chairperson and Secretary.
- B. Following such approval, the Chairperson shall present the name of the active teacher candidate(s) for the Retirement Board to serve the term of office commencing Feb. 1, 2024 and ending Jan. 31, 2027.
- C. Other than an incumbent Retirement Board member currently serving, a candidate seeking nomination may be eligible for this election if they were nominated by 100 or more delegates properly registered by their employers during the published nominating period. Only delegates (not alternates) may nominate a candidate for an active teacher Board member. (The number of nominations a candidate must receive in order to be eligible for the election corresponds with the number of nominations a candidate for retired teacher Board member must receive in order to be considered a candidate for that position.)
- D. The nominating period began Tuesday, Sept. 5, 2023 and ends at 4 p.m. on Friday, Sept. 29, 2023. No nominations will be accepted after Sept. 29.
- E. **Please note: Nominations will not be accepted on the day of the election, Monday, Nov. 6, 2023.**
- F. A delegate may make a formal nominating or seconding speech for an eligible candidate at the election proceedings. After being recognized by the Chairperson, the delegate will state: 1. their name, and 2. the employer they represent.

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- G. The nominating speech shall not exceed five minutes. Nominations do not need to be seconded. However, one seconding speech may be made, not to exceed two minutes in length.
- H. If only one candidate has been nominated for the Retirement Board seat and the election is therefore uncontested, the Chairperson will conduct a voice vote following the closing of all nominations and the candidate shall be conclusively deemed to have been elected by the delegates.
- I. In the case of a contested election, the following rules shall apply:
 - 1. Delegates will be notified of the candidates in a contested election on Friday, Oct. 6, 2023. Delegates will be asked to submit to NYSTRS questions for the candidates by 4 p.m. on Friday, Oct. 13, 2023.
 - 2. During the election proceedings on Nov. 6, 2023, NYSTRS will designate a timekeeper.
 - 3. Each candidate will be allotted five minutes prior to the election to address the delegates. The incumbent shall speak first. All other candidates will speak in alphabetical order by last name. Following candidate remarks, a maximum of one hour will be set aside for candidates to answer the questions previously submitted by delegates. No two consecutive questions may be asked of one candidate.
 - 4. The Chairperson will stipulate the time period in which ballots may be cast and open the election. At the appointed time, the Chairperson will announce the voting period has closed and will call for the tabulation of the votes.
 - 5. If three candidates are nominated for the same Board seat and no one has a majority on the first ballot, the candidate with the lowest number of votes will be eliminated and a second ballot will be taken to decide the winner.
 - 6. If four or more candidates are nominated for the same Board seat and no one has a majority on the first ballot, all candidates except the three highest will be eliminated and a second ballot will be taken. If no candidate has a majority on the second ballot, the candidate with the lowest number of votes will be eliminated and a third ballot will be taken on the two candidates with the highest number of votes.
 - 7. The candidate shall be conclusively deemed to have been elected by the delegates provided they receive the majority of the votes cast during the time period designated for the election.
- J. Only duly elected delegates may cast a vote. A duly elected alternate may vote if the delegate is absent or unable to serve and NYSTRS was notified of this change by 4 p.m. on Friday, Nov. 3, 2023.
- K. Following the completion of the election, the successful candidate may address the delegates for a period not to exceed thirty minutes.