

Voting Registration

for non-classroom teachers for NJEA spring elections



All NJEA members who are not classroom teachers or active supportive members must identify themselves in order to vote in the appropriate unit in NJEA's spring elections.

NJEA Bylaws define a classroom teacher as "any person who is certified, where required, and a major part of whose time is spent in direct contact with students or who performs allied work which places that person on a local salary schedule for teachers."

NJEA members who were considered "classroom teachers" in last year's elections, and who now consider themselves

"non-classroom teachers," according to the definition above, **must complete and return the coupon** at below in order to be registered in the "non-classroom teacher" unit of representation for the spring 2024 and future elections.

New NJEA members (joining for the first time this year) who have answered the appropriate questions on the membership application form need not complete the coupon. Such persons will be automatically registered in the appropriate unit.

NJEA members who were registered in the "non-classroom teacher" unit of rep-

resentation in last year's elections need not **complete the coupon**. Such persons will automatically be registered in the same unit.

Those persons who last year were in the "non-classroom teacher" unit of representation and who wish to **change** classification to the appropriate "classroom teacher" unit, must write to Elections Registration, NJEA Headquarters, at the address at below and request a "change of unit" form. Such forms must be **completed and received at NJEA headquarters no later than Jan. 12 for reclassification to occur for the spring 2024 elections.**

Clip &
mail to:

Elections registration/Non-classroom teacher
New Jersey Education Association
PO Box 1211, Trenton, NJ 08607-1211

NOTE: Active supportive (ESP) members should NOT complete this coupon. For NJEA election purposes, active supportive members are automatically registered in the same unit of representation as classroom teachers.

According to the NJEA-NEA definition, I am not a classroom teacher, based on my responses to the following questions:

(PLEASE PRINT)

I have answered all three questions below: (Retired members, base your answers on the last position held prior to retirement)

I. Are you certified, where required? Yes ☐ No ☐

NOTE: If required, any appropriate N.J. certification – regular, provisional, emergency, or temporary – should be acceptable. If your employment does not require certification, answer Question I "YES."

II. Is a major part of your time spent in direct contact with students? Yes ☐ No ☐

III. Do you perform allied work which places you on a teachers' salary schedule? Yes ☐ No ☐

NOTE: A person paid in proportion to time worked – based on the teachers' salary schedule – should be considered to be on the teachers' salary schedule.

For example: (a) A guidance counselor on the teachers' salary schedule who works an extra month during the summer and who receives 0.1 more money is considered to be on the teachers' salary guide.

(b) A person who works half a day and is paid half the appropriate teachers' salary is considered to be on the teachers' salary schedule.

A. If your answer to Question I is "NO," you are not a classroom teacher. To be classified correctly, **complete and return this form.**

B. If your answer to Question I is "YES" and your answer to **EITHER** Question II or III is "YES," you are considered a "classroom teacher." You need **do nothing** – you will automatically be classified accordingly.

C. If your answer to **BOTH** Questions II and III is "NO," you are not a classroom teacher. To be classified correctly, you should **complete and return this form.**

Membership PIN _____

To ensure that you are classified in the appropriate unit for the spring 2024 elections, **this form must be received no later than Jan. 12, 2024.**

Name _____

Signature _____

Educational position _____

Membership category: ☐ Active ☐ Retired ☐ Life

School District _____

School Building _____

County _____

Home address _____

City _____ State _____ Zip _____

Home phone (____) _____

Work phone (____) _____

Personal email _____