

PLEASE POST
NO LATER THAN
August 14, 2023



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**NOTIFICATION OF RATIFICATION MEETING
VOTE ON THE TENTATIVE AGREEMENT FOR THE
2023-2026 UTD/M-DCPS SUCCESSOR CONTRACT**

WHAT: Ratification Meeting to Vote on the:
**THE TENTATIVE AGREEMENT
FOR THE 2023-2026 UTD/M-DCPS
SUCCESSOR CONTRACT**

WHEN: One Day Only –
Wednesday, August 16, 2023

Start Time / End Time

WHERE:

Work Location #

Room # (Location of Ratification Vote Meeting)



**FAX THIS RATIFICATION NOTICE TO (305) 576-7761 OR EMAIL
CANDI@UTD.ORG WITH THE TIME AND LOCATION OF THE RATIFICATION
MEETING FILLED IN AS SOON AS IT IS SET.**

WHO: All Bargaining Unit members are eligible to
vote regardless of their membership in UTD.
Temporary Instructors are not eligible to vote.

A copy of the Tentative Agreement is available for review by visiting utd.org. Additional copies will be available at the ratification meeting as well.

*Ballots must be publicly counted at the end of the Ratification Meeting at each site. The sealed and signed election packets will be brought to **UTD HEADQUARTERS, 5553 N.W. 36th ST., MIAMI SPRINGS, FLORIDA 33166** to be counted at a public meeting open to all Bargaining Unit Members. The meeting will be held, beginning at 3:00 p.m., at the **UTD HEADQUARTERS, 5553 N.W. 36th ST., MIAMI SPRINGS, FLORIDA 33166** on Wednesday, August 16, 2023. The results will be announced at the conclusion of counting.*

**Vote on the Tentative Agreement for the
2023 – 2026 UTD/M-DCPS SUCCESSOR CONTRACT**

Vote to be conducted ONE DAY ONLY Wednesday, August 16, 2023.

For your convenience, on Wednesday, August 16, 2023, Stewards or their designee will be able to drop off the sealed Cast Ballot Envelope from 3:00 PM to 6:00 PM at any one of the schools listed below. A UTD Organizer will be at the site to receive your packet. UTD Headquarters will be open beginning at 9:00 AM. and will be accepting packets until 6:00 PM.

- **Miami Norland Senior High School** -1193 NW 193rd Street, Miami Gardens, FL 33169
- **Hubert O. Sibley K-8 Academy** – 255 NW 115th Street, Miami, FL 33168
- **Hialeah Gardens Senior High School** - 11700 Hialeah Gardens Blvd, Hialeah Gardens, FL 33018
- **United Teachers of Dade** - 5553 N.W. 36th Street, Miami Springs, FL 33166
- **Miami Coral Park Senior High School** - 8865 SW 16th Street, Miami, FL 33165
- **Miami Palmetto Senior High School** -7460 SW 118th Street, Pinecrest, FL 33156
- **Homestead Senior High School** - 2351 SE 12th Avenue, Homestead, FL 33034

**Procedures for Ratification Meeting to
Vote on the Tentative Agreement for the
2023 – 2026 UTD/M-DCPS SUCCESSOR CONTRACT**

Vote to be conducted on ONE DAY ONLY, Wednesday, August 16, 2023.

UTD Union Building Steward(s) or designee will call a meeting of the entire UTD Bargaining Unit at their respective worksites ONE DAY ONLY, Wednesday, August 16, 2023, to conduct the ratification vote. The date, time, and room location of the meeting will be posted at worksites **no later than Monday, August 14, 2023.** The Union Building Steward will conduct the vote. Bargaining unit members will sign for these ballots at their worksites by signing next to their name on a pre-printed sign-in sheet that will be provided by UTD.

ELIGIBILITY TO VOTE

All members of the UTD Bargaining Unit are eligible to vote regardless of their membership status in UTD. **THE UTD BARGAINING UNIT CONSISTS OF ALL TEACHERS, STUDENT SERVICES PERSONNEL, PARAPROFESSIONALS, SCHOOL SUPPORT PERSONNEL, AND OFFICE/FULL-TIME CLERICAL PERSONNEL WHO ARE NOT CONFIDENTIAL EXEMPT REGARDLESS OF THEIR MEMBERSHIP STATUS IN UTD. TEMPORARY INSTRUCTORS ARE NOT ELIGIBLE TO VOTE.**

REVIEW RATIFICATION FULL-TEXT AGREEMENTS BEFORE VOTING

Copies of the collective bargaining agreements are available for inspection by visiting utd.org. Additional copies will be available at the ratification meeting as well.

CHALLENGE BALLOTS

If a bargaining unit member's name does not appear on the sign-in sheet, that individual may cast a Challenge Ballot. The ballot must be placed in a Secret Ballot envelope and then inserted into a Challenge Ballot envelope. The voter must seal, sign and complete the Challenge Ballot envelope information. The voter must also sign and print his/her name to the Challenge Ballot sign-in sheet indicating that they have voted by a Challenge Ballot.

If a unit member is unable to vote at their regular worksite, they may cast a Challenge Ballot at any worksite ONE DAY ONLY, Wednesday, August 16, 2023, during the designated voting time at that location. However, they may only vote during that worksite's scheduled voting meeting and the ballot must be placed in a Secret Ballot envelope and then inserted into a Challenge Ballot envelope.

BALLOT COUNTING

Ballots must be publicly counted at the end of the Ratification Meeting at each site. After counting, ballots will be placed in the envelope provided, sealed, and signed. Ballots will then be brought to the **UTD HEADQUARTERS, 5553 N.W. 36th ST., MIAMI SPRINGS, FLORIDA 33166,** to be counted at a public meeting, open to all Bargaining Unit members. The meeting will be held beginning at 3:00 p.m. on **Wednesday, August 16, 2023.**

BALLOT DROP OFF

Ballots must be delivered to **any of the seven (7) locations listed on page 3** no later than 6:00 P.M. Stewards or other designee will be responsible for delivering the sealed "Cast Ballots" envelope to **any of the 7 locations listed on page 3** by the 6:00 P.M. deadline. The public meeting for ballot counting begins at 3:00 P.M. at **UTD HEADQUARTERS, 5553 NW 36th STREET., MIAMI SPRINGS, FLORIDA 33166.**

**Instructions for Steward/Member Conducting the
Ratification Vote on the Tentative Agreement for the
2023 – 2026 UTD/M-DCPS SUCCESSOR CONTRACT**

Vote to be conducted ONE DAY ONLY Wednesday, August 16, 2023.

- Post the Ratification Notice** indicating the time and location of voting **no later than Monday, August 14, 2023.**
- Fax the Ratification Notice to UTD at 305-576-7761 or take a photo of the document and email it to Candi@utd.org with the time and location of the ratification meeting filled in as soon as it is set.
- Make several P.A. announcements with the date (Wednesday, August 16, 2023) and time of the ratification at your worksite.
- Review Procedures for Ratification Vote provided in the ratification packet PRIOR to voting day.
- On the day of the ratification, open package containing ballots and count ballots before distributing them in the presence of both official ratification witnesses. Record ballot count on back of Cast Ballot Envelope.
- Conduct secret ballot ratification vote.
- Count Ballots and record WORKSITE VOTE TALLY on the back of the Cast Ballot Envelope. **Do not write in the box marked “FOR INTERNAL FUNCTIONS COMMITTEE USE ONLY”.**
- Place the following items in the CAST BALLOTS envelope:
 - CAST BALLOTS
 - Unused Ballots
 - Sign In Sheets
 - Challenge Ballot Sign-In Sheets
 - Sealed Spoiled Ballot envelope
- Complete RATIFICATION ELECTION WORKSITE CERTIFICATION with both of the official ratification witnesses, and seal the back flap of the CAST BALLOTS envelope. **To seal the envelope, please use the RED SECURITY TAPE PROVIDED IN THE RATIFICATION PACKET. Do not write in the box “FOR INTERNAL FUNCTIONS COMMITTEE USE ONLY”.**
- Deliver ballots by no later than 6:00 P.M. to any of the seven (7) locations listed on page 3, on Wednesday, August 16, 2023. The public meeting for ballot counting begins at 3:00 P.M.**