



BW Harris Episcopal School Alumni Association-USA, Inc.
Elections 2024
Nominations and Elections Rules and Regulations

Preamble

Authority

These Nominations and Elections Rules and Regulations are issued by the Nominations and Elections Commission under authority provided in Article X of the Constitution of the Association.

Purpose

The purpose of the Nominations and Elections Rules and Regulations is to ensure an orderly, transparent and accountable process of nominations for the National Offices of the Association as part of the electoral process during an election Convention.

Objective

It is the objective of the Nominations and Elections Commission to provide a process by which nominees are qualified under the Constitution, validated as meeting the qualifications and provide consent to their willingness to hold national offices in the Association.

Qualifications

Qualification for Nomination

1. A candidate for nomination to a National Office of the Association must be a member of the B. W. Harris Alumni Association as defined in Article II of the Constitution.

Membership

Membership in the B. W. Harris Episcopal School Alumni Association is open to any person ever enrolled as a student of B. W. Harris Episcopal School, whether or not they graduated from B. W. Harris Episcopal School.

Graduate

A graduate is defined as a person who received a high school diploma from B. W. Harris Episcopal School. Any students who were enrolled in B. W. Harris at the time they participated in a student exchange program and graduated from high school during their student exchange period, is deemed a graduate under this Constitution and Bylaws. Only graduates may hold the positions of National Chair, First National Vice Chair of Programming and Second National Vice Chair for Membership and Public Affairs.



BW Harris Episcopal School Alumni Association-USA, Inc.
Elections 2024
Nominations and Elections Rules and Regulations

Nominees

Nominees for the offices of National Chair, First National Vice Chair for Programs, and Second National Vice Chair for Membership and Public Relations must be graduates as defined above.

Nominees for the offices of National Secretary, National Treasurer, National Financial Secretary and National Chaplain must be members, as defined in the Constitution and presented above.

Honorary Members

Honorary members of the Association are not eligible to hold elected offices in the Association.

Dues

All candidates for nomination to National offices of the Association must meet the dues requirements of the Constitution prior to submission of their name to the Nominations and Elections Commission as presented below:

Membership Dues

Each member of BW HESAA shall pay an Annual Membership due of \$50.00. Membership dues shall be paid in advance in one of the following installments: A single payment of \$50.00, two payments of \$25.00 or four payments of \$12.50. Honorary membership due is \$30.00 and may be paid in a single payment of \$30.00, two payments of \$15.00 or three payments of \$10.00.

Dues of Members Not Affiliated with Local Chapters

Alumni of B. W. Harris who desire to participate in the Alumni Association, but who are not affiliated with a local chapter shall pay their annual membership dues to National consistent with the Constitution.

Convention Registration

A candidate for nomination must register for the Convention prior to submission of their name to the Nominations and Elections Commission.

Evidence of Qualification

It is the duty of each candidate to provide appropriate evidence of qualification for nomination as required in these Rules and Regulations.



BW Harris Episcopal School Alumni Association-USA, Inc.
Elections 2024
Nominations and Elections Rules and Regulations

Graduate status: copy of diploma or graduation program or other official B. W. Harris document or a statement by at least 4 members who are aware in their own certain knowledge of the candidate's graduate status.

Previously qualified:

A member who has previously qualified for National elections is not required to show graduate status in subsequent elections.

Membership dues: copy of receipt from the local chapter or National. A written declaration from the Chapter Treasurer and Secretary or Financial Secretary may be submitted in lieu of a receipt.

Convention registration: copy of receipt from National (or PayPal) or a statement from the National Treasurer and National Financial Secretary may be submitted in lieu of a receipt.

Lifetime members of the Association are not required to present Convention registration receipt.

2. The Nominations and Elections Commission shall be the sole arbiter of the sufficiency of the evidence submitted. In the event, the Nominations and Elections Commission determines that submitted evidence is insufficient, it shall state in writing the nature of the insufficiency and provide clear guidance of how to cure the insufficiency.

Submission of Documents

Documents related to the nomination process may be submitted in the following forms:

Email: Mohamedu F. Jones hammujones@comcast.net with copies to:

Cassius Sirleaf - cfs1997b@hotmail.com

Rachel Njinimbam - rachel@aocf-africa.org

Stanlia Wilson – liaayow2@gmail.com

Vivian Gibson – vivigibs@aol.com

Famatta Lincoln-Hubbard – famattalincoln@rocketmail.com

Benedict Kumeh - bkumeh@yahoo.com

Himide Hardy – himideh@gmail.com

Christian Brooks – cabvideo_1@yahoo.com



BW Harris Episcopal School Alumni Association-USA, Inc.
Elections 2024
Nominations and Elections Rules and Regulations

Nomination Process

National Offices of the Association:

National Chair, First National Vice Chair for Programs, Second National Vice Chair for Membership and Public Relations, National Secretary, National Treasurer, National Financial Secretary and National Chaplain.

1. A qualified member of the Association who seeks to be nominated to one of the National Offices of the Association must submit all nomination documents no later than Wednesday, May 18, 2024, but can submit it before that date. In the event, a candidate is requested to submit additional documents or cure insufficiency of submitted documents; this must be completed by June 1, 2024.
2. Nominations for offices may be submitted individually or as part of a team at the choice of candidates.
3. Nominations of persons currently holding National Offices, who are not term-limited by the Constitution, may be submitted individually or as part of a team.
4. Candidates individually or as part of a team must submit a statement of application indicating the office they wish to be nominated for, that they are a graduate of B. W. Harris, that they paid their membership dues, and have registered for the Convention, attaching the necessary supporting evidence. A member who previously qualified as a graduate does not need to submit proof of graduate status.
5. Each candidate must attach a photograph.
6. Prospective candidates individually or in a team must demonstrate support for their candidature by including in their statement of application the names and contacts of at least five (5) members of the Association in good standing exemplified by payment of membership dues to a Chapter or National, who support their candidature. Members supporting the application for nomination of a candidate must be from at least three chapters or from two chapters in addition to at least two members not affiliated with a Chapter. Candidates for nomination will not be counted as included in the five supporting members.



BW Harris Episcopal School Alumni Association-USA, Inc.
Elections 2024
Nominations and Elections Rules and Regulations

7. Members already holding National offices are not required to demonstrate support for their candidacies.
8. Completion of the process proclaimed in these Nominations and Elections Rules and Regulations is required to stand for election to all offices of the Association.
9. As soon as a candidate meets the qualifying requirements of these Nominations and Elections Rules and Regulations that candidate will be officially declared, and their candidacy published on all media available to the Association.

Campaign and Elections Activities

1. All limitations on electioneering activities in respect to the B. W. Harris Episcopal School Alumni Association-USA, Inc. are automatically lifted upon the declaration of the candidate by the Nominations and Elections Commission.
2. All candidates officially declared by the Nominations and Elections Commission will be placed on the ballot. The official roster of candidates nominated to stand for elections in the Association during the Convention will be published no later than June 15, 2024.
3. Candidates for offices may create web sites, distribute literature, information, campaign items, etc., as they wish, and members are free to declare their support for any other member and act to support them.
4. Once a candidate is officially declared by the Nominations and Elections Commission, current National Officers of the Association are free to publicly endorse candidates of their choosing if they wish to. Reference to National Officers in this paragraph means those individual persons holding constitutional offices that are required to be elected at Convention.
5. Once a candidate is declared by the Nominations and Elections Commission, their campaign information can be carried on an equal opportunity basis on the Web Site or Newsletter following review and approval of the information by the Nominations and Elections Commission.
6. The Nominations and Elections Commission shall approve the information unless there is a justifiable reason not to approve. In the event the Nominations and Elections Commission decides not to authorize the information to be carried on the Association's Web Site or in its



BW Harris Episcopal School Alumni Association-USA, Inc.
Elections 2024
Nominations and Elections Rules and Regulations

Newsletter, the reasons must be specific and spelled out in detail what corrective measures the candidate must take to allow it on the Association's Web Site or in the Newsletter. Once the corrective measure is completed, the information will be authorized.

7. Every person interested in holding a National Office must have equal access to all Chapter sponsored or connected activities or events. This means that any candidate declared by the Nominations and Elections Commission may attend any event sponsored or connected to a Chapter as that declared candidate might want to attend. The Chapter does not have a duty to inform any other candidate that another candidate is attending, and a decision as to whether or not to attend is left to individual candidates.
8. Declared candidates may campaign at a Chapter sponsored or connected activity or event, but such campaigning shall not interfere with the primary purpose of the activity or the event. The Executive Committee of the Chapter, comprising the officers, will determine ahead of the activity or event, what time and place that campaigning will occur and inform the interested candidate; however, the same rule shall apply to every candidate as they appear at any activity or event.
9. Declared candidates may campaign during the Convention. Campaign activities during Convention are permitted at all non-business meeting events. During business meetings, campaign activities are not permitted in the room where the business meeting is being held, but are permissible in the common areas such as outside the building, in the halls and lobby, entrance and foyer areas, etc. Campaign activities shall not interfere with business meetings of the Convention and the responsibility for ensuring such non-interference shall be that of the candidates.
10. Declaration of candidacy by the Nominations and Elections Commission does not entitle any candidate to the personal information of members such as their email address, postal mail addresses or telephone numbers, or other personal information held in the databanks of the Association or Chapters. Disclosure of such information is reserved solely and exclusively to members.
11. Candidates, whether declared by the Nominations and Elections Commission or not, or their supporters, shall act with decorum and respect for others and ensure that all their actions are in the best interest of the Association.



BW Harris Episcopal School Alumni Association-USA, Inc.
Elections 2024
Nominations and Elections Rules and Regulations

12. Candidates and their supporters shall refrain from personal attacks on any member of the Association, including other candidates and supporters, or their families, or act in an offensive or abusive manner or slander or libel others, including making derogatory statements about the personal lives of members or their families in any form and published in any format, electronic or hard copy or in public addresses.
13. Violation of paragraphs 11 and 12 above may lead to sanctions against a candidate, ranging up to an including removal of a candidate from the ballot as determined by the Nominations and Elections Commission, which decision shall be in writing and based on clear and convincing evidence.
14. Complaints of violations of any provisions of these Nominations and Elections Rules and Regulations may be brought to the attention of the Nominations and Elections Commission by sending an email to any member of the Nominations and Elections Commission providing specific information including who, what, when and where.
15. The Nominations and Elections Commission shall make the entire complaint of the alleged violation(s) public by posting it on the Association's web site and conduct a full and complete investigation, after which, the Nominations and Elections Commission shall submit an official report of its findings and decision, which shall include whatever action actions, it decides to take on the complaint of alleged violations.

Approved by the Nominations and Elections Commission on March 21, 2024.

Effective Date: March 25, 2024.

Nominations and Elections Commission

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