

NOTICE OF ELECTION

STATE OF FLORIDA

PUBLIC EMPLOYEES RELATIONS COMMISSION

PURPOSE OF THIS ELECTION

To determine whether the eligible employees want a representative for the purpose of collective bargaining with their employer. A majority of the valid ballots cast will determine the result.

SECRET BALLOT

The election will be by secret ballot under the supervision of a Commission agent. Voters will be allowed to vote without interference, restraint or coercion. Electioneering will not be permitted at or near the polling place(s). Violations should be reported immediately to the Commission agent conducting the election. A Commission agent will either hand a ballot to each eligible voter at the polling place or mail a ballot to each eligible voter. **MARK YOUR BALLOT IN SECRET. DO NOT SIGN YOUR BALLOT.** Fold the ballot and personally deposit it in the ballot box under the supervision of the Commission agent. If a mail ballot, send it to the Commission in the envelope you receive with your ballot. A sample ballot appears on this Notice.

ELIGIBILITY

Eligibility is determined by your job classification. Employees eligible to vote are described under "Voting Unit" on this Notice.

CHALLENGE OF BALLOTS

The Commission agent, or any authorized observer, may question the eligibility of a voter. The ballots of such voters may be challenged.

AUTHORIZED OBSERVERS

Each of the interested parties may designate two observers at each polling place. The observers: assist in the identification of voters, challenge the eligibility of voters, and otherwise assist the Commission agent.

YOU HAVE THE RIGHT UNDER THE LAW:

- To self-organization.
- To form, join, or assist employee organizations.
- To bargain collectively through a chosen representative.
- To act together for the purpose of collective bargaining or other mutual aid or protection.
- To refrain from any or all such activities.

Every effort will be made to protect your right to a free choice. Improper conduct will not be permitted. All parties are expected to cooperate fully with the Commission and the Designated Agent in upholding the basic principles of a fair election. If agents of either the employee organization or the employer interfere with your right to a free election, the election may be set aside by the Commission.

PUBLIC EMPLOYEES RELATIONS COMMISSION
4708 CAPITAL CIRCLE N.W., SUITE 300
TALLAHASSEE, FLORIDA 32303

THIS IS AN OFFICIAL GOVERNMENT NOTICE AND MUST NOT BE DEFACED

VOTING UNIT:

INCLUDED: All full-time and part-time nonsupervisory, nonprofessional, paraprofessional, and professional educational support personnel in the classifications listed in Appendix A.

EXCLUDED: All instructional employees included in Certification 28, all noninstructional employees included in Certification 292, all supervisory, managerial, and confidential employees, and all other employees employed by the Leon County School Board (see Appendix B).

ELIGIBLE VOTERS: All those employees included in the voting unit as of **November 22, 2024**.

THE ELECTION WILL BE CONDUCTED AS FOLLOWS:

1. Ballots will be mailed to all eligible voters on **March 20, 2025**.
2. All ballots must be received in the office of the Public Employees Relations Commission, Suite 300, 4708 Capital Circle Northwest, Tallahassee, Florida 32303, no later than **9:00 a.m.**, on **April 17, 2025**.
3. If you believe you are an eligible voter and have not received a ballot in the mail by **March 27, 2025**, or if you want your ballot to be mailed to an address other than your **home address, currently on file with your employer**, email your request to the Elections Division at **Ballotrequests@perc.fl.gov** or communicate immediately with the Public Employees Relations Commission, Suite 300, 4708 Capital Circle Northwest, Tallahassee, Florida 32303, (850) 488-8641.

**BALLOTS WILL BE COUNTED AT THE COMMISSION'S OFFICE
IN TALLAHASSEE ON APRIL 17, 2025, AT 9:00 A.M.**

STATE OF FLORIDA
Public Employees Relations Commission
Official Secret Ballot

FOR CERTAIN EMPLOYEES OF THE SCHOOL BOARD OF LEON COUNTY, FLORIDA	
INSTRUCTIONS: 1. MARK AN "X" IN THE SQUARE OF YOUR CHOICE. 2. MAKE NO OTHER MARKS ON THIS BALLOT. 3. DO NOT SIGN THIS BALLOT.	
DO YOU WANT TO BE REPRESENTED BY A COLLECTIVE BARGAINING AGENT?	
<input type="checkbox"/>	<input type="checkbox"/>
Yes – Leon Educational Staff Professional Association	No

APPENDIX A

Accountant
Account Clerk
Accounts Payable Specialist
Activities Leader
Assistant Manager, Central Kitchen
Assistant Manager, Extended Day Program
Assistant Payroll Supervisor
Budget/Management Analyst
Classroom Behavior Specialist
Classroom Behavioral Assistant to Profoundly Handicapped
Classroom Therapy Assistant for ESE Students
Clerical Assistant
Computer Operator
Computer Programmer
Computer Systems Analyst
Computer Support Technician
Construction and Facilities Inspector
Contract Administration Specialist
Coordinator, Building Management Systems
Coordinator, Construction/Maintenance Projects
Coordinator, Facilities/Construction Related Services
Database Administrator
Data Entry Operator
Distributed Systems Analyst
District Services Specialist
District Volunteer Specialist
Dispatcher
Drafting/Mapping Technician
Energy Field Technician
Engineer
Evaluation/Assessment/Testing Analyst
Evaluation Specialist
Executive Secretary I
Executive Secretary II
Facilities/Constructional Analyst
Graphics Designer
Human Resource Analyst
Human Resource Assistant Industrial Hygienist
Instructional Aide
Instructional Information Systems Specialist
Instructional Paraprofessional
Interpreter I
Interpreter II
Licensed Practical Nurse
Maintenance Department Manager
Manager, Central Kitchen
Manager, Extended Day Programs
Manager, ITV Production
Manager, Media Center
Manager, Vehicle Maintenance
Manager, Warehouse
Media Production Specialist
Media Technician
Occupational Therapy Assistant

Office Clerk
Parent Liaison
Payroll Analyst
Physical Therapy Assistant
Preschool Associate
Printer
Production Control Specialist
Program Specialist
Purchasing Agent I
Purchasing Agent II
Purchasing Specialist
Receptionist
Registered Nurse
Registrar
Routes Supervisor
School Aide
School Financial Accountant I
School Financial Accountant II
School Financial Accountant III
School Plant Safety & Sanitation Coordinator
Secretary
Senior Accountant
Senior Account Clerk
Software Support Technician
Speech Language Pathology Assistant
Student Case Specialist
Supervisor, Computer Operations
Supervisor, Data Communications
Supervisor, Nutrition Services
Supervisor, Print Shop
Supervisor/Project Manager, MIS
Systems Programmer
Teacher Aide
Technical Maintenance Supervisor
Technology Training & Support Specialist

APPENDIX B

Assistant Principal
Assistant Superintendent
Capital Outlay Program Specialist
Chief, Financial Officer
Chief, Labor and Employment Relations
Chief Vocational Services/Lively Principal
Coordinator, Career Academics
Coordinator, Community Education Services
Coordinator, Data Communications
Coordinator, Early Childhood and Preschool
Coordinator of Employee Related Services
Coordinator of Enrollment Services
Coordinator, Exceptional Student Education
Coordinator, Grant Writing Services
Coordinator, Instructional Technology
Coordinator, Intervention Services
Coordinator, Reading
Coordinator, Risk Management Services
Coordinator, School Health Services

Coordinator, Staff Support and Development
Coordinator, Teacher Education Center
Coordinator, Testing and Student Assessment
Coordinator, Title I, Dropout Prevention and Home Education
Director, Applications Design and Development
Director, Computer Operations
Director, ESE (Exceptional Student Education)
Director, Construction
Director, Facilities System Management
Director, FDLRS (Florida Diagnostic Learning and Resources System)
Director, Food Services
Director, Instructional Development and Support Services
Director, Interdivisional Support Services
Director, Maintenance
Director, Media Services
Director, Program Monitoring/Evaluation Services
Director, Purchasing
Director, Small Business Development
Director, School Improvement
Director, School Safety and Security
Director, Staff Development
Director, Student Assessment and Database Information Services
Director, Student Services
Director, Testing and Student Assessment
Director, Transportation
Executive Assistant
Executive Director, Educational Media and Community Involvement
Executive Director, Employee Relations and Equity
Executive Director, Human Resources
Executive Director, Maintenance, Facilities and Construction
Executive Director, Planning and Policy Development
Executive Director, Schools
Executive Director, Special Programs and Sites
Executive Director, Technology and Information Systems
Executive Secretary II (finance)
Executive Secretary II (human resources)
Instructional Curriculum/Resource Developer
Internal Auditor
Principal, General
Principal, High School
Project Manager
Public Information Officer
School Board Member-Elected Official
Student Assistant
Superintendent-Elected Official
Supervisor, Accounting
Supervisor, Budget and FTE
Supervisor, Construction
Supervisor, Financial Services
Supervisor, Internal Auditing
Supervisor, Payroll
Supervisor, Personnel Services
Systems Program Manager