

RULES AND PROCEDURES INDIANA POLITICAL ACTION COMMITTEE FOR EDUCATION I-PACE

Purpose

The purpose of I-PACE is to promote the cause of public education in the State of Indiana through political action. To this end, I-PACE shall collect and disburse money to political parties, committees, candidates, and other initiatives that are favorable to public education issues and that are consistent with the resolutions of the Indiana State Teachers Association or that are consistent with the goals of the Civic Leadership Grant program.

Governance

1. I-PACE shall be composed of members of the Indiana State Teachers Association including certificated personnel, Education Support Professionals, ISTA-R, and Indiana Student Education Association members.
2. I-PACE members shall provide broad geographical representation within the state of Indiana.
3. I-PACE must be a bi-partisan group including individuals who will support friends of public education regardless of political party affiliation.
4. I-PACE shall include at least one member of a racial or ethnic minority. In the event the regular process does not result in election of an ethnic or racial minority member, the ISTA Board of Directors shall elect at its first meeting of the calendar year, an additional at-large member for a two-year term in which case I-PACE shall be composed of one more member. This additional member may be either a board or a non-board member.
5. I-PACE encourages Association members to run for public office at the local, state, and national levels. However, in order to maintain the non-partisan credibility of political action arms, no member may serve on I-PACE or receive I-PACE concurrence for endorsement if that member serves on I-PACE or an I-PACE affiliated Political Action Arm while a candidate for public office for which an endorsement can be considered.
6. I-PACE shall include no fewer than fifteen (15) ISTA members.
Representation and elections shall be determined as follows:
 - A. Nine (9) members who shall not be an officer, staff member, or board member of ISTA shall be elected by the ISTA Board of Directors to serve two-year staggered terms, beginning January 1.
 - (1) The three geographic locations consisting of:
 - Governance Districts 1 through 4;
 - Governance Districts 5-8 and institutional teachers; and
 - Governance Districts 9-12will each have two (2) representatives on I-PACE.
 - (2) Educational Support Professionals will have one representative on I-PACE elected in even-numbered years.
 - (3) ISTA-R will have one representative on I-PACE elected in odd-numbered years.
 - (4) The ISTA Aspiring Educators will have one representative on I-PACE elected annually.
 - B. One member of the ISTA Board of Directors from each group of governance districts comprised of more than 5000 members shall be elected to I-PACE for a two-year staggered term. Board members

**RULES AND PROCEDURES INDIANA POLITICAL ACTION
COMMITTEE FOR EDUCATION I-PACE**

from Governance Districts 1-4 and Governance Districts 9-12 shall be elected to take Office August 1st in odd years. Board member from Governance Districts 5-8 shall be elected to take office on August 1st in even years. No more than one (1) board member shall be elected from any Governance District.

C. The President of ISTA shall serve for the duration of his/her term as President.

D. The Executive Director of ISTA shall serve for the duration of his/her contract as Executive Director.

E. One (1) additional staff member of ISTA shall be appointed by the Executive Director for a two-year term beginning January 1 of the odd-numbered years. This member also shall serve as I-PACE Secretary and Treasurer and shall be bonded.

7. When vacancies occur, they shall be filled in the same manner and from the same representative group or area as the person whose term remains unfulfilled.

8. I-PACE shall elect a chairperson and vice-chairperson at the first meeting following the election of new I-PACE members by the ISTA Board of Directors at its last scheduled meeting of the even numbered calendar years(s). The terms of office of the chairperson and vice chairperson shall be two (2) years. These two officers shall serve until the next election of officers or until the end of their I-PACE term, whichever comes first. An officer whose term on I-PACE expires before his/her term as an officer expires may be re-elected to I-PACE and continue as an officer until the next regularly scheduled election of officers.

9. A quorum shall consist of a majority of I-PACE members. 0. I-PACE will have full authority and responsibility for policies, direction and activities of I-PACE. Such authority shall include the power to override the actions and activities of Local PAC Committees (LPACs) should those committees refuse to follow or be found to have willfully violated the rules of I-PACE or in the absence of action by the LPAC.

11. I-PACE shall call PAC Conventions as necessary, which shall be open to members of LPACs. I-PACE shall determine the agenda of PAC Conventions.

12. LPACs will be formed to promote the coordination and cooperation of local, state, and congressional political activity and for the purpose of endorsing candidates and authorizing certain transactions of the I-PACE Treasurer.

Procedural Guidelines

1. Administrative costs for the operation of I-PACE shall be kept at a minimum and shall be reviewed periodically by I-PACE.

2. All funds available to I-PACE shall be through Options Guaranteed, supplemented by direct solicitations, other fundraising activities or income. Money shall be handled in accordance with the following:

A. All contributions received for the support of I-PACE will be kept in a separate and distinct account, arranged by the I-PACE Treasurer, and shall be audited annually.

**RULES AND PROCEDURES INDIANA POLITICAL ACTION
COMMITTEE FOR EDUCATION I-PACE**

B. Accurate records shall be kept of all contributions received to comply with state and federal laws. In addition, the amount contributed by I-PACE to all campaign funds shall be recorded

C. I-PACE may deposit funds in interest-bearing or income producing accounts. I-PACE is responsible for all accounting and tax obligations of the income earned. I-PACE may spend the funds for any legal purpose authorized by I-PACE rules.

D. I-PACE shall provide to LPACs copies of the periodic financial reports annually or upon request.

E. Any and all monies paid into particular campaign funds by I-PACE shall be solely from monies collected by I-PACE.

F. No I-PACE funds shall be transmitted to any campaign or candidate except as expressly authorized by I-PACE or by procedures approved by I-PACE.

3. All funds collected for NEA-Fund for Children and Public Education shall be through positive check-off payroll deduction, supplemented by direct solicitations or other fundraising activities.

4. Distribution of political action monies collected in Indiana shall be made in accordance with the following:

A. I-PACE will comply with all state and federal laws regarding campaign income and expenditures. As required by state and federal laws, I-PACE will comply with the time limits from the time of first collection by a representative of the Association to transmittal and deposit in the appropriate PAC account.

B. The amount and formula split of Options Guaranteed solicitations is established by the Statewide PAC Convention.

C. The PAC Convention and I-PACE established that all state and local PAC funds shall be forwarded to I-PACE for accounting and that I-PACE shall budget and separately track twenty percent (20%) of the state and local PAC funds according to the LPAC line item responsible for collections. Ten percent (10%) of all PAC dollars collected by I-PACE shall be budgeted for School Board Elections and/or Local Referenda and allocated proportionately across LPACs to be used for School Board Elections or Local Referenda. If the school board line item exceeds expenditures, the surplus may be transferred to other line items. Unrequested funds can be redistributed.

D. I-PACE Treasurer shall be solely responsible for transacting money, or things received, disbursed or expended to/from the PAC as required by law. However, specifically relating to the LPAC funds, the I-PACE Treasurer may not release funds that are budgeted for the LPAC line item(s) without the written authorization of the LPAC(s).

E. No funds from I-PACE may be given to federal candidates under any circumstances.

Affiliations

1. I-PACE shall be affiliated with NEA-Fund for Children and Public Education in accordance with its rules and regulations.

Local PAC Committees (LPACs)

RULES AND PROCEDURES INDIANA POLITICAL ACTION COMMITTEE FOR EDUCATION I-PACE

1. Each District Council shall have a LPAC formed for the purpose of promoting the cause of public education within its community through political action. These committees will participate in the endorsement process for I-PACE. These committees will be responsible for authorizing the I-PACE Treasurer to transact money budgeted specifically for their committee. Such LPACs shall be provided operational guidelines by I-PACE and shall implement fundraising, advocacy, and political activities on behalf of public education. These LPACs shall be sub-committees of I-PACE.

2. LPAC rules shall be subject to periodic review by I-PACE, which must approve amendments prior to adoption by LPACs.

Endorsement Procedures

Endorsement of candidates and/or campaigns shall be the result of the acts of I-PACE according to criteria and procedures determined by I-PACE. Among other criteria, incumbent friends of public education with proven track records in public office will be given consideration over non-incumbents.

1. Local
I-PACE shall not be involved in determining the endorsed support for candidates in local school board races or other local political races. It may, however, consider financial support at the request of LPACs.

2. State Political Races
Any endorsement of a candidate for state legislature shall be recommended by I-PACE or by a LPACs in accordance with the procedures adopted by I-PACE. To endorse a candidate for the state legislature, concurrence must be reached by both I-PACE and the LPACs representing a majority of the precincts in that legislative district. If there is failure to agree, neither group will endorse or provide financial support for any candidate in that particular race.

Any endorsement of candidates for a statewide elected office shall be recommended by I-PACE and must be approved by a majority of LPACs or there is no endorsement.

3. National
Endorsement of U.S. Senate candidates shall be initiated by I-PACE. Endorsement concurrence; must be reached by NEA-Fund for Children and Public Education, I-PACE, and a majority of LPACs, or there is no endorsement.

Endorsement of U.S. Representative candidates requires concurrency by NEA-Fund for Children and Public Education, I-PACE, and a majority of LPACs in the congressional district or there is no endorsement.

4. Civic Leadership Grants
The endorsement procedures shall not apply to civic leadership grants referenced below.

Civic Leadership Grant Program (CLG)

1. Purpose.

The Civic Leadership Grant (CLG) is created to encourage and support ISTA members running for state or local public office. The CLG is reflective of I-PACE guiding principle #6 (adopted September 2017):

RULES AND PROCEDURES INDIANA POLITICAL ACTION COMMITTEE FOR EDUCATION I-PACE

“Work to build more local and community support for public education (i.e., creating plans to support local initiatives, local relationships with public officials, coalitions and issue advocacy, as well as working to engage members locally in politics).”

2. Distinguished from Candidate Endorsement.

The CLG is not a candidate recommendation or endorsement but, instead, recognizes the unique commitment to public service that running for office represents. The granting of a CLG is not based upon any political or partisan affiliation.

3. Eligibility.

The following constitute the CLG eligibility requirements:

- A. Must be a current ISTA member (any classification).
- B. Must currently give to I-PACE through the Options Guaranteed program.
- C. Must establish a campaign committee prior to the candidate filing deadline for the office being sought.
- D. Must commit to attend at least one I-PACE or NEA-sponsored political/campaign training opportunity during the period leading up to the election in which the member runs. I-PACE staff will work with the recipient to schedule at least one training.
- E. Must timely submit the application.
- F. Expenditures must be consistent with I-PACE goals.

4. Grant Amount Per Election Cycle.

The grant amount for local and state offices shall be determined by I-PACE each election cycle. I-PACE shall develop any policies necessary to implement the CLG program.

Promoting Member Participation in Political Parties

- 1.** IPACE may use its fund to support member participation in political party activities, such as, attending party conventions. Any travel and related reimbursements for such participation shall be reasonable, receipted and consistent with ISTA policies.

Legal Obligations

1. I-PACE shall adhere to federal and state election laws.

Amendment

Amendments to this document shall be adopted only by a two-thirds vote of members of I-PACE. All changes in I-PACE Rules and Procedures will be communicated in writing to the LPACs.

Revised and Adopted April 28, 2022

Revised Adopted November 9, 2019.

Revised and Adopted to reflect 2017 I-PACE changes/additions Sept 9, 2017

Revised and Adopted to reflect 2015 Spring RA governance changes June 19, 2015

Revised and Adopted November 2013

Revision Proposed November 2013

Revision Proposed September 2013

Revised March 13, 2010

Revised October 3, 2003