

**THE EMPLOYER SHALL PROMPTLY POST THIS NOTICE IN THE MANNER AND AT THE LOCATIONS CUSTOMARILY USED FOR POSTING. THIS NOTICE SHALL REMAIN POSTED UNTIL WEDNESDAY, SEPTEMBER 18, 2019.**

**IF THE EMPLOYER CUSTOMARILY DISTRIBUTES INFORMATION TO EMPLOYEES BY ADDITIONAL MEANS, SUCH AS BY E-MAIL OR HARD COPY, THE EMPLOYER SHALL PROMPTLY DISTRIBUTE THIS NOTICE TO THE AFFECTED EMPLOYEES THROUGH THOSE MEANS AS WELL.**

**NOTICE TO EMPLOYEES  
FROM THE  
PUBLIC EMPLOYMENT RELATIONS BOARD**

Pursuant to the Public Employment Relations Act, Iowa Code chapter 20, the Public Employment Relations Board (PERB) certified Ballard Education Association as the exclusive bargaining representative for the bargaining unit of Ballard Community School District employees described at the end of this document.

Iowa Code section 20.15(2) requires PERB to conduct a retention and recertification election. In this election PERB will ask the employees in the bargaining unit whether you wish to retain and recertify Ballard Education Association as your exclusive bargaining representative for purposes of collective bargaining.

Iowa Code section 20.6(7) and PERB subrules 621—15.1(1) and 15.5(5) require that Ballard Education Association pay an election fee. This fee must be paid by Monday, September 16, 2019.

If Ballard Education Association fails to pay the required election fee, PERB will revoke its certification. If PERB revokes the certification of Ballard Education Association your collective bargaining agreement may become void and the terms of the agreement may become unenforceable.

IF AN ELECTION IS HELD, your employer shall post and distribute, in mid-September, a Notice of Election giving details on how and when to vote. The election period will be from 8:00 a.m. on Tuesday, October 15, 2019 to 9:00 a.m. on Tuesday, October 29, 2019. The election will be conducted by the Public Employment Relations Board and your right to a secret ballot and a free choice will be protected.

**THE PUBLIC EMPLOYMENT RELATIONS BOARD DOES NOT ENDORSE ANY  
CHOICE IN ANY ELECTION CONDUCTED.**

Any questions should be directed to:

**Public Employment Relations Board**  
510 East 12th Street • Suite 1B  
Des Moines IA 50319-0203  
515/281-4414  
<https://iowaperb.iowa.gov>  
[iaperb@iowa.gov](mailto:iaperb@iowa.gov)

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**[BU-0061]**

**Bargaining Unit of Employees of Ballard Community School District**

**\*\*The unit description below is subject to the mutual agreement between the parties concerning who is eligible to vote in the upcoming recertification election.**

**INCLUDED:** Regular full-time certificated teachers and regular part-time certificated teachers, including guidance counselors, librarians, and nurses.

**EXCLUDED:** Superintendent, assistant superintendent, principals, associate principals, assistant principals, teacher aides, teacher associates, library interns, substitute teachers and all non-certificated (non-professional) employees and all others excluded by Section 4 of the Act.