



STATE OF FLORIDA
PUBLIC EMPLOYEES RELATIONS COMMISSION

Kerey Carpenter
Chair

Jeff Aaron
Michael Sasso
Commissioners

October 21, 2025

Sherrie Coggin
Big Bend Central Panhandle Service Units
2655 Capital Circle NE, Suite 8
Tallahassee, FL 32308

Leonard J. Dietzen, III, Esquire
Rumberger Kirk & Caldwell
101 N. Monroe Street, Suite 1050
Tallahassee, FL 32301

RE: Leon Educational Staff Professional Association vs. School Board of Leon County, Florida,
PERC Case No. EL-2025-232 (Relates to RC-2025-209)

Dear Madam and Sir:

This letter is to confirm that a mail ballot election concerning the above-referenced case will be held **November 12, 2025, through December 11, 2025**. The ballots will be counted at the Commission's office in Tallahassee on **December 11, 2025, at 10:00 a.m.**

Parties are encouraged to review the Florida Administrative Code rules pertaining to elections online at www.flrules.org/gateway/ChapterHome.asp?Chapter=60CC-2. Specifically, Florida Administrative Code Rule 60CC-2.001(2) provides that the employer shall, at least seven days before the date set for the election, post copies of the Notice of Election in conspicuous locations where employees will be reasonably apprised of the election.

Enclosed is an electronic copy of the Notice of Election. The employer's representative must print and post the Notice of Election by **November 5, 2025**. Additionally, the employer's representative may distribute the Notice of Election electronically to employees by work email and/or post it on the employer's website.

Sincerely,

A handwritten signature in black ink, appearing to read "Eddie Johnson", with a long horizontal flourish extending to the right.

Eddie Johnson
Elections Supervisor

KO

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 **September 19, 2025**.

THE ELECTION WILL BE CONDUCTED AS FOLLOWS:

1. Ballots will be mailed to all eligible voters on **November 12, 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 **December 11, 2025**.
3. If you believe you are an eligible voter and have not received a ballot in the mail by **November 19, 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**.

**BALLOTS WILL BE COUNTED AT THE COMMISSION'S OFFICE
IN TALLAHASSEE ON DECEMBER 11, 2025, AT 10:00 A.M.**

STATE OF FLORIDA
Public Employees Relations Commission
Official Secret Ballot

**FOR CERTAIN EMPLOYEES OF
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?

☐

**Yes – Leon Educational Staff Professional
Association**

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No

APPENDIX A

Accountant	Instructional Paraprofessional
Account Clerk	Interpreter I
Accounts Payable Specialist	Interpreter II
Activities Leader	Licensed Practical Nurse
Assistant Manager, Central Kitchen	Maintenance Department Manager
Assistant Manager, Extended Day Program	Manager, Central Kitchen
Assistant Payroll Supervisor	Manager, Extended Day Programs
Budget/Management Analyst	Manager, ITV Production
Classroom Behavior Specialist	Manager, Media Center
Classroom Behavioral Assistant to Profoundly Handicapped	Manager, Vehicle Maintenance
Classroom Therapy Assistant for ESE Students	Manager, Warehouse
Clerical Assistant	Media Production Specialist
Computer Operator	Media Technician
Computer Programmer	Occupational Therapy Assistant
Computer Systems Analyst	Office Clerk
Computer Support Technician	Parent Liaison
Construction and Facilities Inspector	Payroll Analyst
Contract Administration Specialist	Physical Therapy Assistant
Coordinator, Building Management Systems	Preschool Associate
Coordinator, Construction/Maintenance Projects	Printer
Coordinator, Facilities/Construction Related Services	Production Control Specialist
Database Administrator	Program Specialist
Data Entry Operator	Purchasing Agent I
Distributed Services Analyst	Purchasing Agent II
District Services Specialist	Purchasing Specialist
District Volunteer Specialist	Receptionist
Dispatcher	Registered Nurse
Drafting/Mapping Technician	Registrar
Energy Field Technician	Routes Supervisor
Engineer	School Aide
Evaluation/Assessment/Testing Analyst	School Financial Accountant I
Evaluation Specialist	School Financial Accountant II
Executive Secretary I	School Financial Accountant III
Executive Secretary II	School Plant Safety & Sanitation Coordinator
Facilities/Constructional Analyst	Secretary
Graphics Designer	Senior Accountant
Human Resource Analyst	Senior Account Clerk
Human Resource Assistant Industrial Hygienist	Software Support Technician
Instructional Aide	Speech Language Pathology Assistant
Instructional Information Systems Specialist	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	Director, Transportation
Assistant Superintendent	Executive Assistant
Capital Outlay Program Specialist	Executive Director, Educational Media and Community Involvement
Chief, Financial Officer	Executive Director, Employee Relations and Equity
Chief, Labor and Employment Relations	Executive Director, Human Resources
Chief Vocational Services/Lively Principal	Executive Director, Maintenance, Facilities and Construction
Coordinator, Career Academics	Executive Director, Planning and Policy Development
Coordinator, Community Education Services	Executive Director, Schools
Coordinator, Data Communications	Executive Director, Special Programs and Sites
Coordinator, Early Childhood and Preschool	Executive Director, Technology and Information Systems
Coordinator of Employee Related Services	Executive Secretary II (finance)
Coordinator of Enrollment Services	Executive Secretary II (human resources)
Coordinator, Exceptional Student Education	Instructional Curriculum/Resource Developer
Coordinator, Grant Writing Services	Internal Auditor
Coordinator, Instructional Technology	Principal, General
Coordinator, Intervention Services	Principal, High School
Coordinator, Reading	Project Manager
Coordinator, Risk Management Services	Public Information Officer
Coordinator, School Health Services	School Board Member-Elected Official
Coordinator, Staff Support and Development	Student Assistant
Coordinator, Teacher Education Center	Superintendent-Elected Official
Coordinator, Testing and Student Assessment	Supervisor, Accounting
Coordinator, Title I, Dropout Prevention and Home Education	Supervisor, Budget and FTE
Director, Applications Design and Development	Supervisor, Construction
Director, Computer Operations	Supervisor, Financial Services
Director, ESE (Exceptional Student Education)	Supervisor, Internal Auditing
Director, Construction	Supervisor, Payroll
Director, Facilities System Management	Supervisor, Personnel Services
Director, FDLRS (Florida Diagnostic Learning and Resources System)	Systems Program Manager
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	