

Kennewick Education Association Bylaws

Proposed Changes

Article I: Membership

All members of the recognized bargaining unit are eligible for local Association membership.

Article II: Dues, Fees and Assessments

Section 1

Association members will pay dues in the amount of .0932 of the lowest base salary amount. Part-time employees will be assessed for the percentage of the contract they work.

Section 2

Special provisions may be made for members of other locals transferring into this local during the membership year.

Section 3

Special assessments may be levied by a 2/3's vote of the Representative Assembly, provided they include a termination of the special assessment in either dollar amount or specific date.

Article III: Meetings

Section 1

Barring exceptional circumstances, There will be at least eight a minimum of 11 Executive Board meetings per year. All Executive Board meetings will be called by the President, with at least 10 days' written notice, or by a majority vote of the Executive Board, with at least 10 days' written notice.

Section 2

Barring exceptional circumstances, The President will call at least two conduct a minimum of nine (9) meetings of the membership of the Representative Assembly each year. One will be in October for the purpose of adopting a The annual budget will be adopted at the October meeting. Nominations for officers and representatives will open at the meeting in March and close at the meeting in April. and another will be in March for the purpose of nominating officers and representatives.

Section 3

Special meetings of the membership may be called by the President or Executive Board or within 14 days of the receipt of a petition to the President signed by 10% of the members.

Section 4

All meetings of the membership, except emergency ~~special~~ meetings, will be announced ~~by a written notice to each~~ members at least 14 days in advance of ~~said~~ the meeting.

Section 5

The Executive Board, by a majority vote, may call an emergency meeting of any governance body at any time.

Article IV: Duties of Officers

Section 1

The President will:

- preside at all official meetings and will perform such duties as are customarily associated with the office,
- appoint and/or discharge all committee members with the approval of the Executive Board and serve as an ex-officio member of all committees, or designate someone to do so,
- charge committees with their duties,
- notify the appropriate members of the time and place of Executive Board, Representative Assembly, and General Membership meetings within the time limits ~~set forth~~ in the Constitution and Bylaws,
- represent the Association at meetings with school district management, and,
- prepare and submit an annual report of the Association to the Executive Board at the May meeting at the closing of his or her office.

Section 2

The Vice President will assist the President and ~~will~~ act in the absence of the President.

In addition to these duties, the Vice President will

- advise the President about the makeup and duties of committees;
- assist the President in publicizing Executive Board, Representative Assembly, General Membership, and Special Committee meetings;

- communicate regularly with the president and, at the request of the president, attend district-related meetings, based on the vice president's availability;
- collect and review the minutes for and oversee paid committees; and
- be a member of the Scholarship Committee.

Section 3

The Secretary/~~Treasurer~~ of Communications will:

- with the approval of the Executive Board, ~~handle~~ manage all social media-related correspondence on behalf of the Association; ~~that are not the responsibility of the Office Administrator,~~
- keep accurate minutes of all Executive Board, Representative Assembly, and General Membership meetings;
- ~~He or she will~~ distribute minutes to Executive Board members and Representative Assembly members at the next meeting, and minutes to the general membership within 30 days following after a General Membership meetings;
- assist the Membership Organizing Program;
- organize Association volunteer opportunities in the community; and
- manage social events for Association members.
- ~~maintain the records and files of the Association, with the assistance of the Office Manager,~~
- ~~distribute copies of all proposed amendments to the Constitution and Bylaws,~~
- ~~oversee the collection, transmittal, and disbursement of dues,~~
- ~~deposit monies in the bank in the name of the Association,~~
- ~~prepare an annual financial report with the Kennewick Education Association Administrative Assistant and distribute it to the Executive Board and the Representative Assembly, and~~
- ~~report at each membership meeting.~~

Section 4

The Association will strive to recruit and maintain a percent of ethnic-minority members on the Executive Board proportional to the number of ethnic-minority members of the Association.

Article V: Duties of Representative Assembly

Section 1

The duties of the Representative Assembly ~~are to: will consist of the following:~~

- establish Association policies and objectives,
- establish guidelines and hear continuing reports on bargaining,
- adopt the annual budget,
- approve or ratify the establishment of paid positions in the Association,
- approve or ratify the establishment of committees ~~not established by the Bylaws,~~
- adopt rules and agendas for its meetings, and
- enact other measures as may be necessary to achieve the goals and objectives of the Association ~~which that~~ are not covered ~~with this~~ in the Constitution and Bylaws.

Section 2

The duties of the Representative Assembly members at each work site, or with their special constituencies, will ~~be to: consist of the following:~~

- call meetings of the Association members to discuss Association business in their buildings,
- appoint ~~such~~ committees ~~as~~ required by the Association ~~may require,~~
- organize and oversee the ~~subsequent~~ elections of Representative Assembly members and the enrollment of new members, and
- maintain two-way Association communication ~~about Association issues~~ within the building or among ~~their~~ special constituencies.

Article VI: Duties of the Executive Board

Section 1

Between membership meetings, the Executive Board will conduct and manage the affairs and business of the Association, including interpretation of ~~the~~ Constitution and Bylaws.

Section 2

The Executive Board will see that the budget is prepared and submitted for approval at the October meeting of the Representative Assembly. ~~The budget approved by the Representative Assembly at the October meeting will remain intact for the remainder of the school year.~~

Section 3

The Executive Board will supervise the expenditure of funds, ~~as specified in the budget.~~

Section 4

The Executive Board will implement motions and resolutions approved by the Representative Assembly or membership and put into operation other measures consistent with the Constitution and Bylaws. It will fix the time and place and will make all ~~necessary~~ arrangements for annual and special meetings.

Section 5

The Executive Board will approve the appointment and discharge of all standing and special committee members every two years, ~~with the exception of~~ **for** the bargaining team and extracurricular bargaining team; approve the creation of and changes to all committees and special committees; and review the activities of all committees.

Section 6

The Executive Board will employ **paid** staff ~~to be engaged for compensation~~ in the service of the Association.

Article VII: At-Large Representatives on the Executive Board

Section 1

Four at-large representative positions on the Executive Board will be nominated and elected by the entire membership.

Two positions will be voted on annually. Balloting for these positions will take place after elections for the other Executive Board positions are complete.

Section 2

The pool of candidates for At-Large positions will ~~consist of~~ **be** candidates who chose to run for the position(s) and candidates who did not win in that year's elections for other Executive Board positions.

~~A vacancy in the position of at large representative will be filled by a special election within 30 working days.~~

Section 3

A vacancy in the position of At-Large representative will be filled by a special election of the entire membership within 30 working days of the vacancy.

Article VIII: Nominations and Elections of Executive Board, Officers, and WEA and NEA Delegates

Section 1

Nominations for officers and representatives to Executive Board for open positions ~~that are open~~ will be announced ~~and opened~~ in the March Representative Assembly Meeting. ~~Nominations will be~~ and closed at the April Representative Assembly meeting. ~~Each~~ ~~a~~ Nominees must be a member~~s~~ in good standing and give ~~his or her~~ consent to appear on the ballot.

Section 2

All elections for open Executive Board positions will be voted on by the entire membership via electronic ballot through a secure third-party balloting service.

Section 3

~~Unless they run unopposed,~~ Officers will be elected by the entire membership via electronic ballot through a secure third-party balloting service ~~unless they are unopposed.~~

The Representative Assembly may ~~choose to~~ elect an unopposed candidate by acclamation.

Section 4

~~Members can be nominated for one job-specific or level-specific Executive Board position if they work all, or part, of their day in that job or at that level.~~

Section 45

To win, a candidate must receive a majority (50% +1) of votes cast.

Section 56

~~The~~ Elections of WEA and NEA Representative Assembly delegates will follow ~~the election~~ procedures outlined by WEA and NEA. ~~These delegates will~~ and be elected at-large by the membership.

Section 67

Delegates to ~~the~~ Washington Education Association Southeast (WEA-SE) Council will be elected in the September Representative Assembly. ~~The WEA will determine the~~ number of delegates, ~~who is set by WEA and~~ must be ~~Association~~ members in good standing ~~of the Association~~.

Article IX: Committees

Section 1

Committees are authorized ~~by~~ ~~in~~ the Bylaws. Special committees ~~may be~~ ~~are~~ established by the Executive Board. Committee members ~~will be~~ ~~are~~ appointed by the President, with the approval of the Executive Board. Terms will be established by the committee members, ~~the~~ President, or ~~the~~ Executive Board.

Section 2

Committees ~~will~~ ~~can~~ include, but are not limited to:

- Bargaining Team – funded, as determined by the Executive Board
- Extracurricular Bargaining Team – funded, as determined by the Executive Board
- Bargaining Support Team – funded, as determined by the Executive Board
- Equity Team – funded, as determined by the Executive Board
- Membership Organizing Program – funded, as determined by Executive Board
- Calendar Committee – unfunded
- Scholarship Committee – unfunded

Section 3

Minutes of ~~the proceedings of each~~ committee ~~meetings~~ will be filed with the ~~Association's~~ Secretary/~~Treasurer of Communications~~ ~~of the Association~~, who will keep ~~a~~ records on file for each committee. All committees ~~will~~ report to the Representative Assembly regularly.

All committees will report to the Executive Board and Representative Assembly regularly ~~upon the~~ ~~by~~ request of either the committee or the Executive Board.

Section 4

Unless otherwise determined by the Executive Board, compensation for individual members of Association Committees will be \$30 per meeting, up to a total of 10 meetings per school year.

Article X: Membership and Fiscal Year

The membership and fiscal year will be September~~=~~ 1 through August~~=~~ 31.

Article XI : Ratification of Agreement and Authorization for Strikes

Section 1

The President and the chairperson of the Bargaining Team will be authorized to sign a legal, binding, yearly or multi-year agreement with the employing board only after ~~completion of~~ **completing** the following procedure at a general membership meeting:

- a report and recommendation by the Bargaining Team,
- a report and recommendation by the Executive Board,
- a written digest of the proposed agreement or changes provided to all members in attendance of the ratification meeting,
- discussion by the membership, and
- a majority affirmative vote by secret ballot of the total active membership present and voting, **to include those who join the Association at the ratification meeting.**

Section 2

Amendments to the collective bargaining agreement (**CBA**) must be developed as a Memorandum Of Understanding (MOU) and presented at a General Membership Meeting.

All Memoranda of Understanding must be approved by secret ballot or via the Association's official secure voting service, as determined by the Executive Board.

The Executive Board will manage and vote on all Letters Of Agreement (LOA), which are negotiated agreements that do not affect the entire membership. After Letters Of Agreement are approved by the Executive Board, they will be presented to and voted on by the membership group they affect.

Section 3

Except in a work stoppage situation, at least 24 hour's written notice of the ratification meeting is required. ~~The notice will specify~~ing the date, time, place, and purpose of the meeting.

Section 4

A ~~Strike~~ authorization ~~must be authorized by~~ requires a ~~51%~~ 50% +1 majority vote of ~~those~~ members present and voting in a ~~special meeting~~ General Membership Meeting.

Article XII: Quorum

Section 1

~~The membership in attendance at~~ Members attending any duly-authorized meeting of the Association ~~membership~~ will constitute a quorum.

Section 2

The ~~Q~~quorum at any duly-authorized meeting of the Executive Board, ~~or~~ the Representative Assembly, or any committee will be a simple majority of ~~its~~ the attending members.

Article XIII: Amendments

Proposals to amend these Bylaws may be made by the Executive Board, or by a petition of 20% of the membership. These Bylaws will be amended by a 50% +1 secret ballot vote of the members voting. Notice ~~of this election and the proposed amendments will have been~~ must be delivered to each member at least 20 days in advance.

Voting, at the discretion of the Executive Board, may be part of an annual or special meeting or through other established election procedures. Unless otherwise provided, Amendments will become effective immediately, ~~unless otherwise provided.~~