

CONSTITUTION AND BYLAWS

of the

MOUNT PLEASANT EDUCATION ASSOCIATION

with all revisions as of

September 2005

CONSTITUTION
of the
MOUNT PLEASANT EDUCATION ASSOCIATION
with all revisions as of
September, 2005

ARTICLE I: NAME

The name of this organization shall be the Mount Pleasant Education Association/MEA/NEA, a local affiliated unit of the Michigan and National Education Associations.

ARTICLE II: PURPOSES

Section 1 - The Association shall work for the improvement of education, for the advancement of the interests of education and of educators, and for the promotion of the professional growth of its members.

Section 2 - The Association shall work to unify and strengthen the teaching profession, and to secure and maintain the professional and economical interests and other conditions necessary to support teaching as a profession.

Section 3 - The Association shall speak with a common voice in matters of school policy pertaining to the teaching profession, and aid in interpreting to the public, including the Board of Education, the functions, problems and progress of public schools.

Section 4 - The Association shall encourage teachers to exercise their rights and privileges as citizens, and to accept willingly, leadership in civic affairs.

ARTICLE III: MEMBERSHIP

Section 1 - Active Members. All professional persons employed in the schools of Mount Pleasant and engaged in instruction and related instructional services who meet the active membership requirements of the MEA and NEA may, upon payment of dues as herein provided, become active members of the Association. Eligibility for active members shall continue while a person is on layoff status, not to exceed three (3) years.

Section 2 - Associate Members. Persons employed in the schools of Mount Pleasant and engaged in instruction and related instructional services who are not eligible to become active members but who meet the associate membership requirements of MEA and NEA may, upon payment of local, state, and national dues as required, enroll as associate members with all the rights and responsibilities of active members except the right to vote, to hold office, or to represent the Association.

III. MEMBERSHIP (continued)

Section 3 - Only active members shall hold office or serve on committees. Officers shall be tenured teachers or shall have been recommended for tenure for the ensuing year.

Section 4 - Association members shall give support to the purposes and programs of the Association, exemplify the professional ethics as set forth in the Code of Ethics for the Education Profession adopted by the Association, conform to the Constitution, Bylaws, and statements of policy of the Association, and pay membership fees.

Section 5 - The membership year shall be September 1 through August 31.

ARTICLE IV. OFFICERS AND BOARD

Section 1 - Officers. The officers of the organization shall consist of the following:

- President/First MEA Representative Assembly (RA) Delegate/First NEA RA Delegate/First Coordinating Council Delegate
- First Vice-President,
- Second Vice-President,
- Immediate Past President,
- Recording Secretary,
- Treasurer,
- Delegate(s) to Coordinating Council,
- Delegate(s) to the MEA Representative Assembly and
- Delegate(s) to the NEA Convention.

Terms of office shall be for two (2) years.

Elected in odd-numbered years:

President/MEA/NEA RA Delegate/
Coordinating Council Delegate
Second Vice-President
Secretary

Elected in even-numbered years:

First Vice-President
Treasurer
One Coordinating Council Delegate
One MEA RA Delegate
One NEA RA Delegate

Section 2 - Governing Body. There shall be a governing body known as the Executive Board which shall consist of officers, standing committee chairpersons, other officially recognized appointments, Association representatives or their alternates, and all members who hold offices on a regional, state or national level. The Immediate Past President and all elected members of the Executive Board shall be voting members. No member by virtue of holding two or more positions, shall have more than one (1) vote. All MPEA committees, sub-committees, MPEA members of Joint Committees, Special Committees, Teams, Task Forces, and Officers are responsible to the MPEA Executive Board and must report to the Executive Board.

ARTICLE IV. OFFICERS AND BOARD (continued)

Section 3 - Replacement. The position of any member of the Executive Board who is absent for three (3) consecutive regularly scheduled meetings of the Board, may be declared vacant by a majority vote of the Executive Board. Vacancies in office shall be filled according to procedures established in Bylaws IX-A and B.

Section 4 - Executive Committee. The Executive Committee shall be comprised of the officers: President, First and Second Vice-Presidents, Secretary and Treasurer. The Executive Committee may make recommendations to the Executive Board and perform other duties as directed by the Executive Board and/or stated in the Bylaws.

Section 5 - Third World Representation. The ethnic representation shall be in compliance with the constitutions and bylaws of the National Education Association and the Michigan Education Association. In the event that the ethnic representation is less than required by the constitutions and bylaws of the MEA and NEA, rules and procedures shall be established for an at-large election to ensure proportionate ethnic minority representation.

ARTICLE V: PROFESSIONAL NEGOTIATIONS

All negotiations with the Board of Education on matters of salary and conditions of professional practice shall be in compliance with Michigan Public Acts 282 and 379; 1965, any subsequent acts, Labor Mediation Board rulings, and court decisions.

ARTICLE VI: DIRECT LEGISLATION

Section 1 - Initiative, Referendum, and Recall. The rights of popular initiative, referendum, and recall shall rest with the active membership of the Association. Upon receipt of a petition signed by fifteen (15%) percent of the active membership of the Association, the Secretary shall announce a General Membership meeting within fifteen (15) calendar days for the purposes presented in the petition. A majority of the total active membership shall be required for its adoption, which shall take effect thirty (30) days later. Following the General Membership meeting, the vote shall be taken by ballot by building.

Section 2 – Petitions shall be filed with the secretary. However, if the secretary is the subject of the petition, the petition shall be filed with the most senior member of the governing body not subject to the petition.

Section 3 - No member of the Association may be censured, suspended, or expelled, without a due process hearing before the MPEA Executive Board or its designated committee. An appeal may be made to the MEA Board of Reference.

ARTICLE VII: AMENDMENTS

Amendments to the Constitution may be introduced by the membership by petition signed by fifteen percent (15%) of the total active membership and submitted to the secretary. Amendments to the Constitution may be introduced at any regular meeting of the Executive Board, and shall be acted upon at a General Membership meeting, but not later than two (2) subsequent General Meeting(s). A copy of the proposed amendment, together with the recommendations of the Executive Board, shall be sent to each member of the Association at least five calendar days prior to the General Membership meeting at which it shall be presented for action, after which it shall be submitted to a vote of the Association. A two-thirds (2/3) affirmative vote is required to adopt the proposed amendment, which shall become effective immediately upon adoption unless otherwise provided. Following the General Membership meeting, the vote shall be taken by ballot by building.

ARTICLE VIII: AUTHORITY

Any part of this local Constitution and/or Bylaws which is in conflict with the State and National Constitution and/or Bylaws will be declared null and void.

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BYLAWS
of the
MOUNT PLEASANT EDUCATION ASSOCIATION
with all revisions as of September, 2005

1. RULES- Roberts' Rules of Order (latest edition) shall be the authority on all questions of procedure not specifically stated in this Constitution and Bylaws.

II. MEETINGS

- A. General Membership Meetings shall be held on the third Thursday of September, November, February, and April. If school is not in session on that date due to vacation, weather, etc., the meeting will be canceled or rescheduled.
- B. Executive Board Meetings shall be held on the first Thursday of each month. If school is not in session on that date due to vacation, weather, etc., the meeting will be canceled or rescheduled. The Executive Board may designate annually, up to three of its meeting dates for Association committee meetings.
- C. Special Meetings of the Executive Board and/or the General Membership may be called following notification of members, by the President, or by at least three (3) members of the Executive Board petitioning the President.
- D. Meetings shall be open to all members and members shall be permitted to address meetings.
- E. Ratification Meeting - When the Association is considering entering into any legal binding agreement (e.g., Master Agreement, Letters of Understanding, Addenda, Appendices) with the employing Board of Education, the MPEA President, the MPEA Recording Secretary, and members of the Professional Negotiations Team are authorized to sign an agreement on behalf of the membership upon completion of the following:
 - 1. A report and recommendation of the Professional Negotiations Team shall be made to the Executive Board.
 - 2. A report and recommendation of the Executive Board shall be made to the membership. Only a proposed contract tentatively agreed to by an officially impaneled bargaining team may be submitted to the membership for ratification vote.
 - 3. A written digest of proposed changes shall be presented to the membership.
 - 4. A discussion of proposed changes shall be held at a General Membership Meeting.
 - 5. A majority vote by secret ballot shall be taken of the total MPEA membership. Only members in good standing may vote on ratification.

II. MEETINGS (E. Ratification Meeting, continued)

In the event that a request is made of MPEA to enter into any legal binding agreement while a current Master Agreement is in effect, the request shall be taken directly to the MPEA Executive Board. If the MPEA Executive Board wishes to pursue such an agreement, then ratification procedures shall be followed.

F. Order of Business for Meetings.

The order of business for meetings will be determined by the presiding officer with approval of the body.

III. QUORUM

- A. For the transaction of business at a General Membership meeting and at Standing Committee Meetings, a quorum shall consist of those members present.
- B. For the transaction of business at an Executive Board Meeting, a quorum shall consist of a simple majority of its elected members.

IV. DUTIES OF OFFICERS

- A. President – The President shall serve as first MEA RA Delegate, first NEA RA Delegate and first Coordinating Council Delegate; in addition, the President shall be responsible for the following:
 - Preside over meetings,
 - Appoint chairpersons of standing committees subject to approval of the Executive Board;
 - Serve as ex-officio member (or designate an alternate) of all committees except the Elections Committee and the Professional Negotiations Team;
 - Serve as delegate to the Region Council;
 - Represent the Association before the public;
 - Uphold and defend all legally binding agreements between MPEA and the Mt. Pleasant Board of Education;
 - Submit an annual budget for consideration; and
 - Perform all other functions attributed to this office.

The President shall annually receive reimbursement of an amount equivalent to Local/MEA/NEA dues after performing the aforementioned duties. In the event that only a part of the year is served, the person will receive a prorated portion of the dues reimbursement.

IV. DUTIES OF OFFICERS (continued)

- B. Vice-Presidents - The Vice-Presidents shall be responsible for the following:
- Serve in the President's absence;
 - Work with one (1) or more standing committees as delegated by the President;
 - Arrange for refreshments, seating, microphone(s) and greetings for all meetings;
 - Plan recognition for retirees and honored MPEA members;
 - Provide MPEA remembrances for deceased MPEA members and/or immediate family; and
 - Plan other such activities as may be assigned them by the Executive Board.

Each Vice-President shall annually receive reimbursement of an amount equivalent to the Local and NEA dues after performing the aforementioned duties. In the event that only a part of the year is served, the person will receive a prorated portion of the dues reimbursement.

- C. Immediate Past-President - Advise Executive Board and assist President as requested.
- D. Recording Secretary – The Recording Secretary shall be responsible for the following:
- Keep accurate minutes of all meetings of the Association and of the Executive Board;
 - Keep a permanent record of all the results of balloting by buildings; and
 - Maintain official files.

The Secretary shall annually receive reimbursement of an amount equivalent to the Local and NEA dues after performing the aforementioned duties. In the event that only a part of the year is served, the person will receive a prorated portion of the dues reimbursement.

- E. Treasurer – The treasurer shall be responsible for the following:
- Hold funds of the Association and disburse them according to decisions of the Executive Board;
 - keep accurate accounts of receipts and expenditures;
 - report to each meeting of the Association and Executive Board;
 - prepare annual financial statement for the membership;
 - keep the President and Executive Board informed of the financial conditions of the Association;
 - assist in the drafting of the annual budget for the ensuing year;
 - arrange for an annual audit of the books; and
 - submit all paperwork to comply with IRS regulations.

IV. DUTIES OF OFFICERS (E. Treasurer, continued)

This budget shall be presented to the Executive Board no later than the first Executive Board meeting of the budget year and to the General Membership five (5) calendar days prior to the first General Membership meeting of the budget year at which time it shall be voted upon for adoption. The Treasurer shall be bonded and the Association shall provide for annual audit of the books. The Treasurer shall annually receive reimbursement of an amount equivalent to the Local and NEA dues after performing the aforementioned duties. In the event that only a part of the year is served, the person will receive a prorated portion of the dues reimbursement.

- F. Region Council Delegates – (The Region Delegates consist of the President and the elected MEA and NEA RA delegates.) Region Delegates attend Region Council meetings; present to the Association oral and/or written reports of Region Council activities; and attend MPEA Executive Board meetings.
- G. MEA Representative Assembly Delegates - Attend MEA Representative Assemblies; present to the Association oral and written reports of significant actions by the State Association and the issues to be presented to the Representative Assembly; attend Region meetings; and attend MPEA Executive Board meetings.
- H. Coordinating Council Delegates - Attend Coordinating Council meetings; present to the Association oral and/or written reports of Coordinating Council activities; attend MPEA Executive Board meetings.
- I. Delegates to the NEA Convention - Present to the Association oral and written reports of the actions of the National Convention when the delegate(s) is funded to attend; attend Region meetings; attend MPEA Executive Board meetings.
- J. Professional Rights and Responsibilities Chairperson - Preside over PR&R meetings and direct the committee in its administration and resolution of grievances. The Chairperson shall regularly report to the MPEA Executive Board and the MPEA Membership. The PR&R Chairperson shall receive reimbursement of an amount equivalent to the Local and NEA dues after performing the aforementioned duties. In the event that only a part of a year is served, the person will receive a prorated portion of the dues reimbursement.
- K. The Professional Negotiations Team - Made up of two (2) elementary and two (2) secondary members of the Association to be elected in accordance with Article VIII, B. The current President shall serve as a team member. The newly elected President shall serve as an ex-officio team member. The team shall be responsible to the Executive Board and to the membership.

IV. DUTIES OF OFFICERS (K. Professional Negotiations Team, continued)

The Professional Negotiations Team Members shall be elected one year prior to the expiration of the Master Agreement. The Negotiations Team Members who bargained the current Master Agreement shall continue in office carrying out their team responsibilities for the duration of the Master Agreement or until a successor agreement is ratified. The responsibilities of the successor team shall include preparation for bargaining the successor contract such as, but not limited to, participating in negotiations training, conducting negotiations hearings and developing member surveys.

The team shall select a chairperson from its own members. For the negotiation sessions, the team shall select a team secretary who is not an elected member of the team. The duties of the team in conjunction with the Negotiations Support Committee shall be the following:

1. To identify problems that the membership deems to be of greatest concern through membership surveys, committee reports and building hearings;
2. To negotiate the contract with the Board;
3. To make periodic reports to the Negotiations Support Committee and to the membership concerning progress in negotiations;
4. To give each member of the Association a written report of tentative agreements reached during negotiations;
5. To work for the clarification of the terms of the Master Agreement and to aid in the most effective implementation of the Master Agreement.

An honorarium of \$1000 per year for each year of the contract he/she negotiates shall be given to the MPEA member(s) who serves as Chief Negotiator. All other Team Members and the Team Secretary shall receive reimbursement of an amount equivalent to Local/MEA/NEA dues each year of the contract they negotiate. In the event that only a part of the year is served, the person will receive a prorated portion of the dues reimbursement.

The Team shall call upon the Negotiations Support Committee to establish ad hoc support committees as needed.

V. POWERS OF THE EXECUTIVE BOARD

- A. All duties, responsibilities and final authority for conduct for the Association in all matters except as provided in the Constitution and Bylaws shall rest with the Executive Board. The Board may, at any time, refer matters to the General Membership for consideration.

V. POWERS OF THE EXECUTIVE BOARD (continued)

- B. Any expenditures of non-budgeted monies exceeding \$1500 recommended by the Executive Board, must be approved by a majority vote of the total membership. The vote shall be taken by ballot by building following the Executive Board meeting.
- C. All MPEA committees, sub-committees, MPEA members of joint committees, special committees, teams, task forces, and officers are responsible to the MPEA Executive Board and must report to the Executive Board.

VI. ASSOCIATION REPRESENTATIVES AND ALTERNATES

- A. Association Representatives shall be elected on the basis of one (1) Association Representative and one (1) alternate for each twenty (20) members or major fraction thereof, allowing each building at least one (1) representative.
- B. Election shall occur by May 15. Length of term shall be two (2) years beginning on the first day of the next school year. Reps shall be elected in the following manner:

Elected in even-numbered years

Two (2) Mt. Pleasant High School representatives,
One (1) Oasis High School representative,
One (1) West Intermediate representative and
One (1) elementary representative each from Fancher, Ganiard and Vowles;

Elected in odd-numbered years

Two (2) Mt. Pleasant High School representatives,
One (1) West Intermediate representative and
One (1) elementary representative each from McGuire, Pullen, and Rosebush.

- C. Duties – Association Representatives shall advise and be responsible to the Executive Board. They shall be responsible for the following:
- Attend regular meetings of the Executive Board;
 - Attend Association training sessions;
 - Conduct enrollment of members;
 - Call meetings of building membership to discuss Association business;
 - Provide communication between members and the Executive Board;
 - Serve as a liaison between teachers and administrators for Association business; and
 - Immediately inform the MPEA President of any meeting with the administration on behalf of members.
- D. Qualification - shall be on tenure status for the ensuing year, and have Association membership for at least six (6) months prior to election.

VII. COMMITTEES

Chairpersons of MPEA Standing Committees shall be elected for one (1)-year terms by the General Membership and report to the Executive Board and the Membership. The Chairperson of the Elections Committee shall be appointed by the President and approved by and responsible to the Executive Board. Other members of these committees shall be appointed or elected by building for one (1)-year terms in accordance with Bylaws VIII-B. Every effort shall be made to balance committee membership to be broadly representative. Business at MPEA Standing Committee meetings shall be conducted after due notification of the meeting to each committee member.

The leadership of the Negotiations Support Committee may consist of co-chairpersons, each of whom are to be voting members of the Executive Board.

MPEA Members of joint MPEA-Board of Education Committees shall be appointed by the President with the approval of the Executive Board for two (2)-year terms, except the Chairperson and members of the Professional Study Committee who shall serve three (3)-year terms.

Reappointment to a committee for subsequent terms may be made with approval of the Executive Board.

If, while serving a term, a chairperson or other appointed member wishes to resign, the resignation must be submitted in writing to the Executive Board. Upon approval of the resignation, the Executive Board shall appoint another member of the Association to complete the unexpired term.

A. Standing Committees

The following are Standing Committees of the Association:

1. Negotiations Support Committee
2. Elections Committee
3. Professional Rights and Responsibilities Committee
4. Political Action (Legislative) Committee
5. Communications

1. Negotiations Support Committee - Made up of members selected by the President and approved by the Executive Board. The Committee will work in conjunction with the Professional Negotiations Team. The Professional Negotiations Team shall call upon the Negotiations Support Committee to establish ad hoc support committees as needed.

2. Elections Committee - Made up of members elected one (1) from each building, and responsible to the Executive Board. The Committee shall prepare a slate of nominees for all Association offices after the consent of

VII. COMMITTEES (A. Standing Committees, continued)

each nominee has been obtained; and shall organize and conduct all elections and building voting in accordance with procedures described in Bylaws VIII-Nominations, Elections and Voting Procedures.

3. Professional Rights and Responsibilities Committee - Made up of members appointed by the President and approved by and responsible to the Executive Board. There shall be four (4) representatives from Mt. Pleasant High School, two (2) from West Intermediate, one (1) from each elementary school, and one (1) from Special Education serving two-year terms.

Appointed in odd-numbered years:

Two (2) Mt. Pleasant High School representatives,
One (1) West Intermediate representative,
One (1) Oasis High School representative and
One (1) elementary representative each from Fancher, Ganiard, and Vowles;

Appointed in even-numbered years:

Two (2) Mt. Pleasant High School representatives,
One (1) West Intermediate representative and
One (1) elementary representative each from McGuire, Pullen, and Rosebush.

The Committee shall provide information and recommendations, shall review complaints regarding tenure, ethics and related personnel policies, and shall be responsible for the administration and for the resolution of the professional grievance procedures.

4. Political Action Committee (Legislative) - Made up of members elected, one from each building, and approved by and responsible to the Executive Board. Eligibility for membership on this committee shall be determined by MEA guidelines. The Committee shall be responsible for the following:

- study and inform Association members of state and federal legislation;
- maintain close relationships with Legislators and Congressman;
- screen and recommend candidates for School Board positions and work for their election; and
- submit recommendations to the Executive Board and to the General Membership.

VII. COMMITTEES (A. Standing Committees, continued)

The Committee shall select one of its members to serve as Coordinating Council Political Action Committee (PAC) liaison. The Committee chairperson shall work with the MPEA Public Relations Chairperson to provide informational press releases. The MPEA Public Relations Chairperson shall make and distribute the final press release(s).

5. Communications Committee - Made up of an elected Internal Communications Chairperson, an elected External Communications Chairperson, the newsletter editor (appointed by the President and approved by the Executive Board), and Project or Strategy Chairpersons appointed by the Committee Cochairpersons and approved by the Executive Board. The elected Internal and External Chairpersons shall serve as Cochairpersons of the Communications Committee with each being a voting member of the Executive Board.

The Committee shall include a minimum of one representative from each level, K-4, 5-6, 7-8, 9-12

It will be responsible for keeping members informed about local and state association activities; building unity among members; informing and educating the community about the schools, their staff, their programs and their benefits to children; to communicate the schools' need for parent and community involvement and support; building positive images of our public schools and the Association in the community.

- B. Joint Standing Committees - Made up of representatives from Administration and from the Association as provided for in the Master Agreement.

1. Personnel Committee - Made up of representatives from the Administration and the Association, the latter shall consist of two (2) elementary at-large representatives, two (2) secondary at-large representatives and one representative from the Professional Negotiations Team; appointed by the President and approved by and responsible to the Executive Board. The MPEA Chairperson shall be appointed by the President and approved by and responsible to the Executive Board.

The Committee shall review and evaluate and make reports on applications for leaves of absence, professional growth, extra-pay for extra-duty, and any other matters assigned by joint action of the Board of Education and the Association. The chairperson shall report to the MPEA Executive Board.

2. Professional Study Committee - Made up of four (4) members of the Administration appointed by the Board of Education, and four (4)

B. Joint Standing Committees (continued)

3. members of the Association appointed by the President and approved by and responsible to the Executive Board. The Committee shall cooperate in an on-going study and shall provide effective consultation with, and assistance to, the Board of Education in bringing about the needed improvements, desirable changes and innovations in teaching methods and techniques, curriculum, and other phases of the instructional program. It shall submit a written report and recommendations to the Board of Education on or before the regular January meeting of the Board and as soon as possible thereafter, copies of said report shall be made available to the professional staff. These recommendations shall be considered to be joint recommendations of the Administration and the Association.
 3. Sick Leave Appeal Board - Made up of two (2) members from the Association appointed by the President and approved by and responsible to the Executive Board; and two (2) members designated by the Board of Education. The Appeal Board shall administer the Sick Leave Bank. The same Appeal Board shall administer donation of sick days.
- C. The President shall appoint such other committees as the Executive Board or the General Membership shall deem advisable.
- D. Special Appointments
1. Membership Chairperson - Appointed by the President and approved by and responsible to the Executive Board. This person shall maintain roll of members; prepare the dues schedule, assessments, and other MEA/NEA deductions for payroll deduction; verify deductions on a monthly basis; maintain accurate records and signed forms for new, continuing, and life memberships; and remit monies and records to the MEA state office monthly.
 2. Parliamentarian - The President shall appoint a member of the Association to serve as parliamentarian for Executive Board and General Membership Meetings.

VIII. NOMINATIONS, ELECTIONS, AND VOTING PROCEDURES

- A. The Elections Committee shall prepare and distribute to the membership, prior to the General Membership meeting, and after the consent of each nominee has been obtained a written slate of nominees for Association offices. An opportunity shall be provided for open nominations from the floor of the General Membership

VIII. NOMINATIONS, ELECTIONS, AND VOTING PROCEDURES (A. continued)

meeting. In the event there is only one candidate for an office after open nominations the candidate shall be declared elected by acclamation.

Election shall be by secret ballot by building, with results filed with the Recording Secretary and the President who will notify the candidates of the results. A majority vote is needed for election to an office. The MPEA Executive Board shall certify the Elections Committee report and publish results of the election to the membership. Ballots and other voting records shall be sealed and preserved for one year. Official reports of elections for Representative Assembly delegates must be filed with MEA within ten (10) days after the election and for elections of local officers within thirty (30) days after the election.

Any challenges to the election shall be submitted in writing to the Chairperson of the Professional Rights and Responsibilities Committee within thirty (30) days of the election. All nominations, elections, and challenge procedures shall be in accordance with the requirements and timelines of the Landrum-Griffin Law.

The slate presented at the February General Membership meeting shall be for the Office of President. The slate presented at the April General Membership meeting shall be for candidates for offices of First Vice-President, Second Vice-President, Treasurer, Chairpersons of MPEA Standing Committees, Secretary, NEA Delegate(s) and two (2) alternate(s); Coordinating Council Delegate(s) and alternate(s); MEA Representative Assembly (RA) Delegate(s) and alternate(s); and Professional Negotiations Team members.

- B. The newly elected officers shall take office on the first day of the new school year. The members of the Professional Negotiations team shall serve for the duration of the Master Agreement. The newly elected President shall serve as an ex-officio member of the Professional Negotiations team. The outgoing President shall continue to serve as a member of the Professional Negotiations team until its term is completed. Terms of office for the Coordinating Council delegate(s), Representative Assembly Delegate(s) and for NEA Convention Delegate(s) begin on September 1.
- C. The President may be a candidate for subsequent terms as President; the First Vice-President and Second Vice-President (with each person's consent) are automatically candidates for the office of President.
- D. All voting, except for that involving Initiative, Referendum and Recall, Amendments to the Constitution, Expenditures in excess of \$1500, Elections for contested offices, Special Assessment, and Amendments to Bylaws, shall be held at General Membership meetings. The Executive Board and/or those in

attendance at a General Membership meeting may vote to refer a matter under consideration to the total membership.

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IX. VACANCIES IN OFFICE

- A. Vacancies in office shall be filled by appointment by the President with the approval of the Executive Board for the remainder of the unexpired term or until the next general election, whichever comes first.
- B. In the case of vacancies in the offices of the President or Vice-President, the candidate(s) shall be selected by the Elections Committee with the advice of the Executive Board. In the case of a vacancy in the position of Representative Assembly delegate(s), the delegate shall be replaced by the duly elected alternate(s). The voting shall be by ballot by building.

X. DUES

- A. Local dues for active and associate members shall be .004 of the current BA base salary. Dues shall consist of the total amount of local, state and national dues.
- B. Dues for active members working less than full time or more than full time shall be prorated on the basis of teaching time.
- C. Dues and special assessments for active members on partially paid leave shall be at a rate of 25% of the rate they would be paying if they were not on leave. Payments shall be made to the Treasurer on a regular basis. Members on unpaid leave or lay-off status may voluntarily maintain active membership by paying 25% of the rate they would be paying if they were not on leave or lay-off.
- D. Dues for substitute teachers shall be 1/180 of the active membership fee per day worked.
- E. Special assessments may be made when deemed necessary by a majority vote. The vote shall be taken by ballot by building following the General Membership meeting at which the assessment was proposed. When a special assessment is required by the Master Agreement, it shall not require a separate membership vote under this section of the Bylaws. (e.g.: released time for the MPEA President)
- F. All dues and special assessments shall be paid through payroll deduction.

XI. AMENDMENTS

Bylaws may be amended by a majority vote provided notice in writing of the proposed amendment is filed with the Recording Secretary and presented at a General Membership meeting. The vote shall be taken by ballot by building following the General

Membership meeting. Amendments to Bylaws shall become effective immediately upon adoption unless otherwise provided.

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