

NEW LOTHROP EDUCATION ASSOCIATION

CONSTITUTION

PREAMBLE

We, the professional educators of the New Lothrop Area Schools, believing that the professional staff must institute its own self-government, secure proper recognition and responsibility for the professional well-being of our members adopt this Constitution and Governing Set of Laws.

I. NAME

The name of this organization shall be the NEW LOTHROP EDUCATION ASSOCIATION an affiliated unit of the Michigan Education Association and the National Education Association. The association shall be a nonprofit corporation organized in accordance with the laws of Michigan.

II. PURPOSE

The objectives of this association shall be the improvement of education, the advancement of the interests of educators and of educational support personnel, and the promotion of professional growth of its members.

III. MEMBERSHIP

- A. All persons who meet the active membership requirements of the Michigan Education Association may, upon payment of dues as herein provided, become active members of this association with full rights and privileges of membership.
- B. Active members of this organization shall also be members of the Shiawassee County Education, Michigan Education Association, and the National Education Association.
- C. No member shall be censured, suspended or expelled without a hearing. The hearing shall be conducted by the local trial body or by the local governing body if no trial body exists. An appeal may be made to the regional board of reference or MEA Board of Reference if no regional board exists.
- D. Affiliate groups may be chartered by the governing body.

IV. OFFICERS AND GOVERNING BODIES

- A. *Officers.* The officers of the organization shall consist of a president, a vice president, a secretary, and a treasurer. Terms of officers shall be for one year from June 1 through May 31. All officers shall have Tenure. President must have served 1 year in an elected office to qualify.
- B. The term of office for MEA Representative Assembly delegates and alternates shall be 2 years commencing on September 1.
- C. *Governing body.*
1. There shall be a governing body known as the Board of Directors, which shall consist of officers, building representatives, and AD HOC Committees.
 2. Replacement—Any member of the Board of Directors who is absent from three (3) consecutive regularly scheduled meetings of the Board shall no longer be considered a member of the Board of Directors. The position shall be filled by executive appointment.
 3. Ex Officio—Those who are members by virtue of office held and are entitled to all privileges of membership except the right to vote.
 4. *Third World representation.* The ethnic representation shall be in compliance with the constitutions and bylaws of the National Education 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.

V. DIRECT LEGISLATION

- A. *Initiative.* The rights of popular initiative shall rest with the active membership of the association. Upon receipt of a petition signed by fifteen (15%) of the active membership of the association, the secretary shall announce a general meeting or ballot as indicated on the petition within (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.
- B. *Referendum.* The rights of referendum shall rest with the active membership of the association. Upon receipt of a petition signed by fifteen percent (15%) of the active membership of the association the secretary shall announce a general meeting or ballot as indicated on the petition 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.

- C. *Recall.* The right of recall shall rest with the electing body. Upon receipt of a petition signed by fifteen (15%) of the membership of the electing body, the secretary shall announce a general meeting or ballot by the electing body as indicated on the petition 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.

VI. MEMBERSHIP AND FISCAL YEAR

The membership and fiscal years shall be September 1 through August 31.

VII. AUTHORITY

Any part of this Constitution and/or Bylaws that is in conflict with the MEA and/or NEA constitutions and/or bylaws will be declared null and void.

VIII. AMMENDMENTS

Amendments to this 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 also be introduced by the governing body. These proposed amendments shall be acted upon at a subsequent meeting of the membership or by ballot within at least sixty (60) days of submission. A copy of the proposed amendment, together with the recommendations of the governing body, shall be sent to each member of the association at least fifteen (15) days prior to voting. A two-thirds (2/3) affirmative vote of the active membership voting is required to adopt the proposed amendment, which shall become effective immediately upon adoption unless otherwise provided.

NEW LOTHROP EDUCATION ASSOCIATION BYLAWS

I. RULES

Robert's Rules of Order, latest edition, shall be the authority on all questions of procedure not specifically stated in the Constitution and Bylaws.

I. MEETINGS

- A. *General membership meetings* shall be called by the president or governing body as needed. At least eighteen (18) hours notice is required, specifying date, time place and purpose of such meetings.
- B. *Special/Emergency meetings*: The president may call Special/Emergency meetings of the general membership or board of directors when necessary.
- C. *Board of Directors meetings* shall be called by the President or any member of the Board of Directors. Forty-eight (48) hours advance notice (starting time and place) shall be given to each member of the Board of Directors when possible.

II. QUORUM

- A. The quorum for the general membership shall be the total number of voting members in attendance at the start of the meeting.
- B. A simple majority vote shall govern action for all Board of Directors and Special/Emergency meetings.

III. DUTIES OF OFFICERS AND DELEGATES

- A. *President*: Preside over meetings, appoint members of committees subject to approval of the board of directors, serve as ex officio member of all committees, represent the association before the public, be executive officer of the association, submit annual budget for consideration and perform all other functions attributed to this office.
- B. *Vice President*: Preside in president's absence and perform duties as assigned by the president.
- C. *Secretary*: Keep accurate minutes of all meetings of association governing body, make minutes available for membership inspection, maintain official files and assist president with association correspondence. Maintain official files and prepare and distribute summer vacancy all lists to all members by June 1.
- D. *Treasurer*: Hold funds of the Association and disburse them according to decisions of governing body, maintain roll of members, keep accurate accounts of receipts and expenditures, report to each meeting of association and board of directors, prepare annual financial statement for membership, and assist in drafting of annual budget.

- E. *MEA Representative Assembly delegates*: Keep association informed of actions by the MEA and issues to be presented to the Representative Assembly, attend the MEA Representative Assembly and other appropriate meetings and report back to the association.
- F. *NEA Representative Assembly delegates*: Keep association informed of actions by the NEA and issues to be presented to the Representative Assembly, attend the NEA Representative Assembly and other appropriate meetings and report back to the association.
- G. *Region council delegates*: Keep association informed of actions by the region council and issues to be presented to the region council, attend the region council and other appropriate meetings and report back to the association.

IV. POWERS OF THE BOARD OF DIRECTORS

Upon the Board of Directors shall rest the duties, responsibilities and authority for conduct of the association in all matters except as provided in the Constitution and Bylaws; the Board of Directors may at any time refer matters to the general membership for consideration.

V. ASSOCIATION REPRESENTATIVES

- A. Association representatives are elected on the basis of one (1) AR per building.
- B. Duties shall be to attend regular meetings of the governing body, call meetings of building membership to discuss association business, conduct enrollment of members and provide communication between members and governing body.
- C. AR's may simultaneously hold other elected office.
- D. Term of office shall be for one (1) year and commence on September 1.
- E. Vacancy in the position of association representative shall be filled by special election of the association.

VI. NOMINATIONS AND ELECTIONS

- A. The president shall appoint an elections committee, which shall establish election procedures that guarantee that all elections shall provide for open nominations, secret ballot, voting procedures and preservation of ballots for at least one (1) year.
 1. No later than the first Friday in May of each school year, the President will circulate a nominations form to the general membership. The President will prepare the ballot from returned nomination forms upon confirmation of the persons nominated. Elections will be by secret ballot or consensus vote.
 2. Winners will be determined by the majority of ballots cast. New officers will assume their duties on June 1.
- B. The governing body shall certify the elections committee report and publish results of the election. Official reports of elections must be filed with MEA within thirty (30) days after the election.

- C. A vacancy in any of the positions shall be filled by the governing body until the next general election, except a vacancy in the position of Representative Assembly delegate(s). A Representative Assembly delegate(s) shall be replaced by the duly elected alternate(s).
- D. Every member shall have the opportunity to vote.

VIII. NEGOTIATING TEAM

- A. The negotiating team shall consist of three (3) members, at least one from each buildings (elementary, junior/senior high school). These members will be elected by the association's membership.
- B. Vacancies shall be filled by appointment of the executive board.
- C. Term of office shall be from election date to ratification of the new contract except when the contract is a multi-year agreement with a reopener clause. As such the negotiating team shall be responsible for bargaining the reopener during the length of the contract.
- D. If an agreement is not reached under the terms of the reopener, which necessitates opening the entire contract, a new negotiating team will be elected by the membership.
- E. Amount of payment for negotiators shall be at the discretion of the membership.

IX. CONTRACT RATIFICATION

- A. Only a proposed contract tentatively agreed to by an officially impaneled bargaining team may be submitted to a membership for ratification vote.
- B. A Contract Ratification meeting may be called at any time. Membership will be notified in advance.
- C. A report and recommendation will be given by the Board of Directors.
- D. A report and recommendation will be given by the Negotiating team.
- E. A written digest of the proposed changes to the contract will be received by the general membership.
- F. A discussion of the proposed changes will be held by the general membership.
- G. A majority vote of those members voting shall be required for ratification.
- H. Only members in good standing may vote on ratification.

X.DUES

- A. Dues of the association shall consist of the total amount of local, state and national dues.
- B. Local dues shall be established by a vote of the membership.
- C. Special assessments can only be voted by the membership.
 1. Officers and association representatives shall not be subject to local dues, unless the office is vacated, in which case they will forfeit the remaining prorated amount.
 2. The President shall receive a rebate of the total amount of local, state, and national dues.

XI. AMENDMENTS

Amendments to these Bylaws 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 Bylaws may also be introduced by the governing body. These proposed amendments shall be acted upon at a subsequent meeting of the membership or by ballot within at least sixty (60) days of submission. A copy of the proposed amendment together with the recommendations of the governing body, shall be sent to each member of the association at least fifteen (15) calendar days prior to voting. A majority vote of the active membership voting is required to adopt the proposed amendment, which shall become effective immediately upon adoption unless otherwise provided.