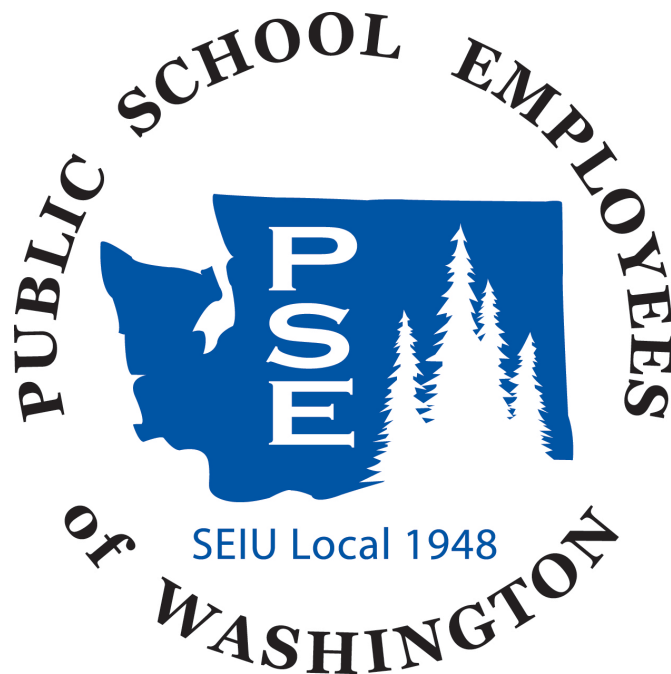


CHAPTER BYLAWS

Amended November 12, 2024

PUBLIC SCHOOL EMPLOYEES OF CENTRALIA



Public School Employees of Washington/SEIU Local 1948

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1 **PREAMBLE**

2
3 Employees organize primarily to secure better wages and better working conditions.

4
5 We hold that they also organize in order to participate in the decisions which affect them at work.
6 One of the fundamental tenets of Democratic government is the consent of the governed.

7
8 We are both employees and citizens.

9
10 Collective bargaining is the expression of citizenship in employment. Participation in the political
11 life of the nation, state, local municipalities, and school district is but another aspect of that
12 citizenship.

13
14 In the same way that we are organized to improve the terms and conditions of employment, we are
15 equally dedicated to exert ourselves, individually and collectively, to fulfill the promise of
16 American life. Amidst unparalleled abundance, there should not be want.

17
18 We are under a solemn obligation to represent the members of this organization forcefully and
19 effectively in negotiations with the management of the Centralia School District and to conduct
20 internal organizational affairs according to democratic standards.

21
22 THEREFORE, we, the classified school employees of Centralia School District, in meeting, adopt
23 these bylaws this 18th day of June 1975.

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27 **ARTICLE I**
28 **NAME**

29
30 The name of this organization shall be the Public School Employees of Centralia School District.

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34 **ARTICLE II**
35 **AFFILIATION**

36
37 This local organization shall be affiliated with and be a chapter of the Public School Employees of
38 Washington / SEIU Local 1948, a not-for-profit 501 (c) 5 labor organization operating under the
39 laws of the State of Washington. Public School Employees of Washington / SEIU Local 1948
40 chartered this organization on June 18, 1975.

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44 **ARTICLE III**
45 **CONTINUATION OF ORGANIZATION**

46
47 This organization shall continue until a majority of all of the members vote to dissolve the
48 organization.



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**ARTICLE IV
OBJECTIVES AND PURPOSES**

The objectives and purposes of this organization are:

- A. To carry out and assist on a local basis the objectives and purposes of the Public School Employees of Washington.
- B. To promote the organization of Public School Employees in the Centralia School District.
- C. To promote the welfare of the membership and the classified employees of the Centralia School District, and to provide a voice in the determination of the terms and conditions of employment. We are committed to the process of collective bargaining as a desirable, democratic and effective method to achieve this.
- D. To promote and provide systematic and effective employee management through collective bargaining; to confer and negotiate in good faith, with respect to grievance procedures and collective negotiations on personnel matters, including wages, hours and working conditions, vacations, holidays and other conditions of employment for the classified employees of Centralia School District.
- E. Both as members and as citizens, we shall also employ available legislative and political action to establish adequate financial provisions for the improvement of public school education and equitable consideration for the classified school employees from the state legislators.
- F. To establish better fellowship and understanding among classified school employees and to strive for their overall betterment through training, legislation and association benefits.

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**ARTICLE V
MEMBERSHIP**

Section 1. Eligibility.

Except as otherwise provided in these bylaws, any person without regard to race, creed, color, national origin, sex, or political belief, who meets the requirements hereinafter listed shall be eligible for membership.

Section 2. Active Member.

All persons regularly employed as a classified school employee (as defined by the Public School Employees of Washington / SEIU Local 1948) by or in Centralia School District, and who are members of the Public School Employees of Washington / SEIU Local 1948, are eligible for membership in the organization.

Section 3. Member in Good Standing.

To be eligible to participate in any chapter business, a member must be in good standing and not a “free-rider”. Any member who opts out of payment of regular dues shall be characterized as a

1 “free-rider” and shall be entitled only to those rights and privileges as set forth in PSE policy and
2
3 state and/or local bylaws. A “free-rider” shall not be entitled to hold any local or state office, serve
4 on any chapter or state committee, attend local or state meetings, vote for local and state leaders, or
5 vote for ratification of collective bargaining agreements. In addition, a “free-rider” may not attend
6 any PSE sponsored function. To be in good standing, the member shall be employed and current in
7 payment of dues as required by these bylaws. Any member who is on authorized leave of absence
8 pursuant to the collective bargaining agreement shall retain the right to vote and hold office. Any
9 member who is terminated from employment shall not be eligible to vote or hold office.

10 11 **Section 4. Dues.**

- 12 A. Application for membership shall be made on a standard application form provided by the
13 Executive Board.
- 14
- 15 B. Chapter dues of this organization shall be one dollar (\$1.00) per month.
- 16
- 17 C. Chapter dues shall be payable monthly to the Secretary-Treasurer of the chapter.
- 18
- 19 D. When a member is unemployed for more than twenty (20) days in any calendar month and
20 does not receive unemployment compensation or sick pay or other remuneration, they may
21 be entitled to credit for dues for the period of unemployment, not to exceed six (6) months
22 in any calendar year.
- 23
- 24 E. Membership dues are not refundable except where an error resulting in an overpayment
25 exists.
- 26
- 27 F. State dues shall be as outlined in state bylaws.
- 28
- 29 G. The organization in accordance with the provisions of the state bylaws shall receive dues
30 rebates from the state organization in the amount of six percent (6%) for the purpose of
31 sending delegates to the state convention and/or legislative conference.
- 32

33 **Section 5. Rights.**

- 34 A. PSE shall be governed by a representative form of government.
- 35
- 36 B. Members in good standing shall suffer no impairment of freedom of speech concerning the
37 operations of this organization. Active discussions of organization affairs shall be
38 encouraged and protected within this organization.
- 39
- 40 C. Members in good standing shall have the right to fair and democratic elections at all levels
41 of the organization. This includes due notice of nominations and elections, equal
42 opportunities for competing candidates, and proper election procedures which shall be
43 specifically set forth
- 44
- 45 D. Members in good standing shall have an equal right to run and hold office, except those
46 persons set forth in RCW 41.56.030; and those employees classified either by state statute
47 or appropriate state regulatory agencies as being a "supervisory employee".
- 48

1 E. Members in good standing shall have the right to a full and clear accounting of all
2 organizational funds. At all levels such accounting shall include, but not be limited to,
3
4 periodic reports to the membership by appropriate fiscal officers connected with the
5 organization, and a financial audit at least once a year which is made available to all
6 members.

7
8 F. Members in good standing shall have the right to full participation, through discussion and
9 vote, in the decision-making processes of the organization and to pertinent information
10 needed for the exercises of this right.
11

12 13 **ARTICLE VI** 14 **MEETINGS**

15 16 **Section 1.**

17 General membership meetings of this organization shall be held at least three (3) times annually at
18 a time and place to be fixed by the membership or the Executive Board.
19

20 **Section 2.**

21 Special meetings may be called by the President, the Executive Board, or by the petition filed with
22 the President and signed by twenty percent (20%) of the members of this organization.
23

24 **Section 3.**

25 The President shall provide at least five (5) days notification to all members in good standing of
26 any meeting called. However, the Executive Board may waive said five (5) days' notice provided
27 that every reasonable effort is employed to notify the membership of the meeting.
28

29 **Section 4.**

30 At any meeting of the membership of this organization, each member in good standing present shall
31 be entitled to one (1) vote. A member in good standing must be present to vote - no proxy vote will
32 be allowed. A minimum of seven (7) members in good standing must be present to constitute a
33 quorum before any organization business may be transacted.
34

35 36 37 **ARTICLE VII** 38 **MANAGEMENT**

39 40 **Section 1.**

41 The business and property of this organization shall be managed by the Executive Board, except
42 when the meetings of the organization are in session. All matters affecting the purposes, aims and
43 means of accomplishing the purposes of this organization, not specifically provided for in these
44 bylaws or by action of the members in good standing at a regular or special meeting shall be
45 decided by the Executive Board.
46

47 **Section 2.**

48 The Executive Board shall be composed of the President or Co-Presidents, Vice President,

1 Secretary, Treasurer, Membership Officer, Sergeant-at-Arms, and a Unit Representative (herein
2
3 known as a Trustee) elected by the unit from each of the following classifications of employees of
4 the school district if represented by the local Public School Employees organization.
5

- 6 Classifications: 1. Transportation (Drivers & Dispatcher)
7 2. Shop (Mechanics & Parts)
8 3. Bus Monitor
9 4. Food Service
10 5. Other units requesting further affiliation
11

12 **Section 3.**

13 The term of office of the Executive Board and trustees of this organization shall be for a period of
14 two (2) years.
15

16 **Section 4.**

17 The Executive Board shall hold regular meetings prior to each chapter meeting, and such special
18 meetings as the President(s) or the Board shall deem necessary for the competent management of
19 affairs of the organization.
20

21 **Section 5.**

22 Each member of the Executive Board shall possess one (1) vote in matters coming before the
23 Board. All voting at meetings of the Executive Board shall be by each member present in person,
24 and voting by proxy shall not be allowed. A majority of the members of the Executive Board shall
25 constitute a quorum.
26

27 **Section 6.**

28 Any member of the Executive Board may be removed from office by a two-thirds (2/3) majority
29 vote of the membership at any regular or special meeting of the membership of the organization.
30 Notice of the proposed removal of the board member must be given to the board member five (5)
31 days prior to the date of the meeting at which the removal is to be voted upon. Such notice to the
32 board member must state the cause for the proposed removal.
33

34 **Section 7.**

35 Unexcused absences from three (3) consecutive Executive Board meetings shall be due cause for
36 removal of the board member by the Executive Board. Removal of a board member because of
37 excessive absenteeism shall not require the two-thirds (2/3) vote of membership.
38

39 **Section 8.**

40 Any vacancies occurring on the Executive Board (except President) by reason of death, resignation
41 or removal, the remaining board members may appoint a temporary replacement from the
42 membership at large who will serve during the unexpired term of the board member whose position
43 has become vacant.
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45 Trustee vacancies shall be filled by a member in good standing from their classification.
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ARTICLE VIII
OFFICERS, NOMINATIONS AND ELECTIONS

Section 1.

The Officers of this organization shall be President or Co-Presidents, Vice President, Secretary, Treasurer, Membership Officer, Sergeant-at-Arms and Trustees. Every even-numbered year, the President, Secretary, Membership Officer, Transportation Trustee and Bus Monitor Trustee shall be elected for a term of two (2) years. Every odd-numbered year, the Vice President, Treasurer, Sergeant-at-Arms, Food Service Trustee and Shop Trustee shall be elected for a term of two (2) years. Election of officers shall be held in the spring each year with new officers beginning their term September 1 of that year. Co-Presidents may be elected at the discretion of the Executive Board. If the Executive Board decides to have Co-Presidents, one (1) will be elected from food service every odd-numbered year and one (1) from transportation every even-numbered year.

Section 2.

Nominations may be made by the Nominating Committee, but whether or not such Nominating Committee is used, nominations shall be permitted from the floor at the meeting held to elect officers.

Section 3.

To be eligible for office, except Trustee, a member must be in good standing for one (1) year immediately preceding the election. To be eligible for election to Trustee, a member must be in good standing for ninety (90) calendar days immediately preceding the election.

Section 4.

Officers shall be elected by secret ballot vote, and the balloting shall be so conducted as to afford all members in good standing a reasonable opportunity to vote. Voting may take place at a designated area/areas and times as determined by the Executive Board prior to the elections. All designated voting areas will deliver to the presiding president(s), at the time, all ballots and list of the members in good standing who voted, in a sealed envelope that will be provided by the chapter. Voting will take place within five (5) days of the meeting held for nominations.

Section 5.

Every Officer and Trustee shall, upon assuming office, subscribe to the obligation of an Officer and Trustee, contained in these bylaws.

Section 6.

At the end of each year in office, the President shall receive one hundred fifty dollars (\$150) from the local treasury. In the event of Co-Presidents, the one hundred fifty dollars (\$150) shall be split at seventy-five dollars (\$75) each, and the Vice President, Secretary, Membership Officer and the Treasurer shall receive thirty-seven dollars and fifty cents (\$37.50) each.

**ARTICLE IX
DUTIES OF OFFICERS**

Section 1. President / Co-Presidents.

The President shall preside at all meetings of the organization and of the Executive Board. The President shall supervise all activities of the organization; execute all instruments in its behalf; counter-sign all checks drawn or charges made by debit card against the funds of the organization; appoint all special committees of the organization subject to the approval of the Executive Board; report periodically to the membership regarding the progress and standing of the organization in regard to the president's official acts; perform all other duties as prescribed in the bylaws and perform such other duties inherent in such office.

Section 2. Vice President.

The Vice President shall act for the President in the President's absence and perform such other acts as the president or Executive Board may direct. In the case of permanent disability or resignation of the President, the Vice President, shall succeed to that office for the unexpired portion of the current term of office. The Executive Board may authorize the Vice President, to act as a co-signer of checks drawn or charges made by debit card on the funds of the organization in place of or in addition to either the President or Treasurer.

Section 3. Secretary.

It shall be the duty of the Secretary to keep all records of the organization, the Executive Board, and to perform such other acts as the president and Executive Board may direct.

Section 4. Treasurer.

The Treasurer shall receive and be accountable for all funds and moneys belonging to the organization; pay all obligations incurred by the organization in payment as authorized by the Executive Board; maintain bank accounts and depositories designated by the Executive Board; and such money shall be withdrawn only by checks signed by the President and/or Vice President and the Treasurer or debit card when pre-approved by the Executive Board; and shall render periodic financial reports as required by the Executive Board or by the membership; and keep an accurate record of receipts and disbursements; and shall act as custodian of all properties of the organization.

Section 5. Membership Officer.

The Membership Officer shall maintain a current and accurate list of members of the chapter in coordination with the membership information section at PSE headquarters; ensure that all members are paying dues; render periodic reports as required by Public School Employees of Washington / SEIU Local 1948.

Section 6. Sergeant-at-Arms.

The Sergeant-at-Arms is responsible for preserving peace and decorum during meetings held and ensure business is conducted appropriately.

Section 7. Trustee.

The Trustee shall represent the classification of employees, which elected them and express to the Executive Board the needs, desires, and concerns of the members in their classification. They will be responsible, along with the Grievance Committee, in advising an employee about their contractual rights.

1
2 **Section 8. Co-Positions.**

3 Positions elected with a “co” is defined as two (2) members in good standing who are elected to the
4 same position and agree to share the responsibilities under the office they were elected to.
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6

7
8 **ARTICLE X**
9 **MISCELLANEOUS PROVISIONS**

10 **Section 1.**

11 This organization shall be at all times subject to the provisions of the Articles of Incorporation and
12 Bylaws of the Public School Employees of Washington / SEIU Local 1948.
13

14 **Section 2.**

15 Except to the extent specified in the bylaws, no Officer of this organization shall have the power to
16 act as agent for, or otherwise bind this organization in any way whatsoever. No member or group of
17 members or any other person or persons shall have the power to act on behalf of or otherwise bind
18 the organization except to the extent specifically authorized in writing by the President or
19 Executive Board of the organization.
20

21 **Section 3.**

22 The latest edition of Robert's Rules of Order shall be the guide in all cases in which they are
23 applicable, and in which they are not inconsistent with the constitution, bylaws and special rules of
24 this organization or of the Public School Employees of Washington / SEIU Local 1948.
25

26 **Section 4.**

27 In order to provide the chapter with the highest quality direction and management possible, the
28 following operating principles shall guide the Executive Board.
29

- 30 A. Board/Membership Relationships. A positive, constructive, cooperative relationship
31 between the board and the membership is essential to achieving the mission and vision of
32 the organization. Therefore, the Board and membership will conduct themselves in a way
33 that promotes mutual trust, demonstrates respect for individual dignity, and displays
34 professionalism. The board shall utilize positive conflict resolution methods and maintain
35 open, honest lines of communication that respect an appropriate chain of command within
36 the chapter.
37
- 38 B. Media. The president, or his / her designee, is the primary spokesperson for the chapter.
39 Media inquiries to individual board members about matters of organization concerns
40 should be referred to the chapter president. Inquiries about the position of PSE on any
41 matter of statewide concern or specific legislation should be referred to the Executive
42 Director at state headquarters.
43

44 **Section 5.**

45 In the event of a prolonged natural disaster, pandemic, or other “Act of God” which prevents the
46 membership from meeting in person for the purposes of voting for union officers through secret ballot
47
48 for an extended period of time, the following process for appointment of interim local union officers to
49 fill positions shall be utilized:

- 1
2 1. If it is an election year and an election cannot be held at the beginning of the current school
3 year, all officers who are currently in office and wish to continue to serve shall be
4 considered “interim” officers until such time as an election can be safely held, which time
5 shall not exceed six (6) months.
6
- 7 2. In the event that the President wishes to step down from the presidency, and or is no longer
8 eligible to serve as President, the Vice President shall serve as the interim President until
9 such time as a secret ballot election can occur, which time shall not exceed six (6) months.
10
- 11 3. In the event that any officer or Executive Board Member (other than the President) no longer
12 wishes to serve or is no longer eligible to serve, the Executive Board shall appoint a willing
13 member to serve as the interim officer until such a time as a secret ballot election can occur,
14 which time shall not exceed six (6) months.
15
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18 **ARTICLE XI** 19 **COMMITTEES AND DELEGATES**

20 **Section 1. Grievance Committee.**

21 A Grievance Committee shall be composed of the President and Vice President and at least one (1)
22 Trustee from each represented unit of the chapter. No “free-rider” shall be eligible to appeal a
23 grievance which is not validated by the local chapter to the State Grievance Panel.
24

25 **Section 2. Negotiating Committee.**

26 A Negotiating Committee shall be selected by the vote of the chapter. Said Negotiating Committee
27 shall continue to serve for the duration of the contract.
28

29 **Section 3. Audit Committee.**

30 An Audit Committee shall be selected by the Executive Board to audit the financial records of the
31 chapter. The audit shall be completed prior to the end of each fiscal year and prior to turning the
32 books over to a new treasurer. The fiscal year is September 1 to August 31 of the following year.
33
34

35 **Section 4. Other Or Special Committees.**

36 The Executive Board shall designate such special committees as they determine necessary in the
37 carrying out of the objectives and purposes of this organization.
38

39 **Section 5. Nominating Committee.**

40 A Nominating Committee may be appointed by the Executive Board or elected to make
41 nominations.
42

43 **Section 6. Liaison Committee.**

44 The Liaison Committee shall consist of the President or Co-Presidents, Vice President, Secretary,
45 and a representative of any unit not represented by the Officers.
46

47 **Section 7. Delegates.**

48 Delegates shall be elected by secret ballot by the membership. The chapter, upon

1 receiving the receipts, shall reimburse approved expenses for such. Approved expenses shall consist
2 of registration fees, gas and up to seventy-five dollars (\$75) for each night of accommodations for
3 each delegate (maximum one hundred fifty dollars (\$150) per night based on double occupancy)
4 EXCEPT when only one (1) elected representative attends for the chapter then he/she will be
5 eligible for up to one hundred-fifty dollars (\$150) per night. Gas shall be reimbursed for one (1)
6 vehicle for the receipt amount. In addition, reimbursement shall be made for meals not included in
7 the registration at the standard per diem meal rates used by the State of Washington.
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11 **ARTICLE XII**
12 **AMENDMENTS**
13

14 **Section 1.**

15 These bylaws may be amended by a majority vote of the Executive Board at any regular or special
16 meeting thereof; providing, that a notice of the intent to amend any specific provisions be given to
17 the members of the Executive Board at least five (5) days prior to the meeting at which said vote is
18 to be taken.
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SIGNATURE PAGE

BY: *Cheryl Blum*
Cheryl Blum (Mar 31, 2025 04:56 PDT)
Cheryl Blum, Chapter Co-President
DATE: 03/31/25

BY: *Leslie Taggart*
Leslie DeBoer Taggart (Jan 31, 2025 14:03 PST)
Leslie Taggart, Chapter Co-President
DATE: 01/31/25

- Adopted June 18, 1975
- Amended January 19, 1988
- Amended May 14, 1996
- Amended October 22, 1997
- Amended May 15, 2002
- Amended September 20, 2005
- Amended October 2, 2014
- Amended January 7, 2016
- Amended April 26, 2016
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- Amended November 12, 2024

