

CHAPTER BYLAWS

CONCRETE

Public School Employees of Washington
P O Box 798
Auburn, Washington 98071-0798
1-800-562-8448

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P R E A M B L E

Employees organize primarily to secure better wages, better working conditions, and to participate in the decisions which affect them at work. One of the fundamental tenets of Democratic government is the consent of the governed.

We are under a solemn obligation to represent the members of this Association forcefully and effectively in negotiations with the management of the Concrete School District and to conduct internal Association affairs according to democratic standards.

Therefore, we, the classified school employees of Concrete School District, in meeting, adopt these Bylaws.

A R T I C L E I

ASSOCIATION NAME

The name of this Association shall be the Public School Employees of Concrete School District. This Association shall be affiliated with and be a chapter of the Public School Employees of Washington. This Association was chartered by Public School Employees of Washington on April 23, 1969.

A R T I C L E II

OBJECTIVES AND PURPOSES

Carry out and assist on a local basis the objectives and purposes of the Public School Employees of Washington.

Promote the Association of Public School Employees in the Concrete School District.

Promote the welfare of the classified employees of the Concrete School District, and 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.

Promote and provide systematic, effective employee management through collective bargaining; confer and negotiate in good faith with respect to grievance procedures, personnel matters, wages, hours, working conditions, vacations, holidays and other conditions of employment for the classified employees of Concrete School District.

Employ available legislative and political means of establishing adequate financial provisions for the improvement of public school education and equitable consideration for classified school employees from the State Government.

1 Establish better fellowship and understanding among classified school employees and strive for their
2 overall betterment through training, legislation and Association benefits.
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6 **ARTICLE III**

7 **MEMBERSHIP**

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10 **Section 1. Eligibility.** Except as otherwise provided in these Bylaws, any person without regard to
11 race, creed, color, national origin, sex or political belief, who meets the requirements hereinafter listed,
12 shall be eligible for membership.
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14 A. All persons regularly employed as a classified school employee (as defined by the Public School
15 Employees of Washington) by or in Concrete School District, and who are members of the Public
16 School Employees of Washington, are eligible for membership in this Association.
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18 **Section 2. Dues.**

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20 A. Membership dues of this Association shall be collected as required by Public School Employees
21 of Washington.
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23 B. Members who object to the use of dues for political activity, or with the political purposes for
24 which said dues may be used, may, once a year between July 1 and July 30, demand that dues so
25 be refunded (dues for this purpose amount to .2 cents of your monthly gross income).
26

27 C. Members shall be exempt from payment of dues during the last month of employment preceding
28 retirement.
29

30 **Section 3. Rights.**

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32 A. Members shall suffer no impairment of freedom of speech concerning the operations of this
33 Association. Active discussion of Association affairs shall be encouraged and protected within
34 this Association.
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36 B. Members shall have the right to fair and democratic elections at all levels of the Association. This
37 includes due notice of nominations and elections, equal opportunities fro competing candidates,
38 and proper election procedures which shall be specifically set forth.
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40 C. Members shall have an equal right to run and hold office.
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42 D. Members shall have the right to a full and clear accounting of all Association funds. At all levels
43 such accounting shall include, but not be limited to, periodic reports to the membership by
44 appropriate fiscal officers or by independent auditors not otherwise connected with the
45 Association.
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1 E. Members shall have the right to full participation, through discussion and vote, in the decision
2 making processes of the Association and to pertinent information needed for the exercise of this
3 right.
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7 **ARTICLE IV**

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9 **MEETINGS**

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11 **Section 1.** General membership meetings of this Association shall be held twice annually and as
12 necessary at a time and place to be fixed by the President or the Board of Trustees.

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14 **Section 2.** Special meetings may be called by the President, the Board of Trustees or by petition filed
15 with the President and signed by twenty percent (20%) of the members of this Association.

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17 **Section 3.** The President shall provide at least five (5) days notification to all members of any meeting
18 called. However, said five (5) days notice may be waived by the Board of Trustees provided that every
19 reasonable effort is employed to notify the membership of the meeting.

20
21 **Section 4.** At any meeting of the membership of this Association, each member present shall be
22 entitled to one (1) vote. A member must be present to vote; no proxy vote will be allowed. A
23 minimum of ten (10) members must be present to constitute a quorum before any Association business
24 may be transacted.

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28 **ARTICLE V**

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30 **BOARD OF TRUSTEES**

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32 **Section 1.** The business and property of this Association shall be managed by a Board of Trustees,
33 except when Chapter meetings of the Association are in session. All matters affecting the purposes,
34 aims and means of accomplishing the purposes of this Association, not specifically provided for in
35 these Bylaws or by action of the members at a regular or special meeting shall be decided by the Board
36 of Trustees.

37
38 **Section 2.** The Board of Trustees shall be composed of the officers (President, Vice-President,
39 Secretary-Treasurer) and a representative elected by each of the following classifications:

- 40
41 1. Transportation
42 2. Food Service
43 3. Secretarial and Clerical
44 4. Custodial
45 5. Maintenance
46 6. Aides
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1 **Section 3.** The term of office of the trustees of this Association shall be for a period of one (1) year,
2 commencing May of each year.

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4 **Section 4.** The Board of Trustees shall hold such meetings as the President or the Board shall deem
5 necessary for the competent management of affairs of the Association.

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7 **Section 5.** Each member of the Board of Trustees shall possess one (1) vote in matters coming before
8 the Board. All voting at meetings of the Board of Trustees shall be by each member present in person,
9 and voting by proxy shall not be allowed. A majority of the members of the Board of Trustees shall
10 constitute a quorum.

11
12 **Section 6.** Any trustee or officer may be removed from office by a two-thirds (2/3) majority vote of
13 the members present at any regular or special meeting of the membership of the Association. Notice of
14 the proposed removal of the trustee or officer must be given to the trustee five (5) days prior to the date
15 of the meeting at which the removal is to be voted upon. Such notice to the trustee or officer must
16 state the cause for the proposed removal.

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18 **Section 7.** Unexcused absence from three (3) consecutive meetings of the Board of Trustees shall be
19 due cause for removal of the trustee by the Board of Trustees. Removal of a Board member because of
20 excessive absenteeism shall not require the two-thirds (2/3) vote of membership.

21
22 **Section 8.** Any vacancies occurring on the Board of Trustees by reason of death, resignation or
23 removal shall be filled as follows: in the event that such trustee is an officer, such selection shall be by
24 the membership; all other trustees' vacancies shall be filled by the classification of which they are
25 representatives. Such replacement trustee or officer shall serve during the unexpired term of the
26 trustee or officer whose position has become vacant.

27 28 29 30 **ARTICLE VI**

31 32 **OFFICERS, NOMINATIONS AND ELECTIONS**

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34 **Section 1.** The officers of this Association shall be a President, Vice-President, and Secretary-
35 Treasurer. All officers shall be elected in May for a one (1) year term which shall commence at the
36 beginning of the next student school year.

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38 **Section 2.** To be eligible for office, a member must be in good standing for one year immediately
39 preceding the election.

40
41 **Section 3.** Officers shall be elected by secret ballot vote, and the balloting shall be so conducted as to
42 afford all members a reasonable opportunity to vote. At least ten (10) days advance notice shall be
43 given the membership prior to the holding of the election.

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45 **Section 4.** Every officer and trustee shall, upon assuming office, subscribe to the obligation of an
46 officer and trustee, contained in these Bylaws.

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ARTICLE VII

DUTIES OF OFFICERS

Section 1. President. The President shall preside at all General Membership and Board of Trustees meetings. The President shall have the right to participate or observe at all other meetings of this Association. The President shall supervise all activities of the Association; execute all instruments in its behalf; counter-sign checks drawn against the fund of the Association; appoint all special committees of the Association subject to the approval of the Board of Trustees; report periodically to the membership regarding the progress and standing of the Association in regard to the President's official acts; perform all other duties as prescribed in the Bylaws and perform such other duties usually 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 Board of Trustees may direct. The Vice-President may act as a co-signer of checks drawn on funds of the Association in place of or in addition to either the President or Secretary-Treasurer.

Section 3. Secretary-Treasurer. The Secretary-Treasurer shall keep all records of the Association and Board of Trustees; receive and be accountable for all funds belonging to the Association; pay all obligations incurred by the Association in payment as authorized by the Board of Trustees; render periodic financial reports at Board of Trustees and membership meetings.

ARTICLE VIII

COMMITTEES

Section 1. Grievance Committee. It shall be the duty of the Grievance Committee to determine if PSE should support a grievance filed by a member of the bargaining unit. In determining whether PSE should support a grievance, the grievance must be a violation of a specific section of the Collective Bargaining Agreement.

A. The Grievance Committee shall consist of four members with two alternates elected yearly by the membership. Term will be May to May.

B. The Committee shall elect its own chairman.

Section 2. Negotiating Committee. It shall be the duty of the Negotiating Committee to effectively and forcefully represent the interests of the respective units and at the same time, the best interests of the entire Association.

A. Negotiating Committee shall consist of four members with two alternates elected by the membership. Term of office to last the length (term) of the contract.

1 B. The Committee shall elect its own Chairman.

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3 C. Negotiating Committee shall be elected in January, or as needed, of the new contract year to
4 negotiate new contract.

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6 **Section 3. Other or Special Committees.** The President shall designate (subject to Board of Trustees
7 approval) special committees that the president determines are necessary to carry out the objectives
8 and purposes of this Association.

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12 **ARTICLE IX**

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14 **MISCELLANEOUS PROVISIONS**

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16 **Section 1.** This Association shall be at all times subject to the provisions of the Articles of
17 Incorporation and Bylaws of the Public School Employees of Washington.

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19 **Section 2.** Except to the extent specified in the Bylaws, no officer of this Association shall have the
20 power to act as agent for, or otherwise bind this Association in any way whatever. No member or
21 group of members or any other person or persons shall have the power to act on behalf of or otherwise
22 bind the Association except to the extent specifically authorized in writing by the President or Board of
23 Trustees of the Association.

24
25 **Section 3.** The latest edition of Robert's Rules of Order shall be the guide in all cases in which they
26 are applicable, and in which they are not inconsistent with the Constitution, Bylaws and special rules
27 of this Association or of the Public School Employees of Washington.

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29 **Section 4.** This Association shall continue until a majority of all of the embers vote to dissolve the
30 Association.

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34 **ARTICLE X**

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36 **AMENDMENTS**

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38 **Section 1.** These Bylaws may be amended by a majority vote of the members at any regular or special
39 meeting thereof; provided that a written notice of the intent to amend any specific provision be given
40 to the membership at least five (5) days prior to the meeting at which said vote is to be taken.

41
42 Adopted April 23, 1969.

43 Bylaws revised March 28, 1988.

44 Bylaws revised May 29, 2003

45 Bylaws revised May 25, 2004