

CHAPTER BYLAWS

EATONVILLE



Public School Employees of Washington/SEIU Local 1948

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1 **P R E A M B L E**

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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. One of
6 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 life of
11 the nation, state, local municipalities, and school district is but another aspect of that citizenship.

12
13 In the same way that we are organized to improve the terms and conditions of employment, we are equally
14 dedicated to exert ourselves individually and collectively, to fulfill the promise of American life. Amidst
15 unparalleled abundance, there should not be want.

16
17 We are under a solemn obligation to represent the members of this organization forcefully and effectively
18 in negotiations with the management of the Eatonville School District and to conduct internal
19 organizational affairs according to democratic standards.

20
21 THEREFORE, we, the classified school employees of Eatonville School District, in meeting, adopt these
22 Bylaws this 7th day of March, 1977.

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25 **A R T I C L E I**

26
27 The name of this organization shall be the Public School Employees of Eatonville School District.

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30 **A R T I C L E II**

31
32 This local organization shall be affiliated with and be a chapter of the Public School Employees of
33 Washington. This organization was chartered by Public School Employees of Washington on
34 June 26, 1969.

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37 **A R T I C L E III**

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39 This organization shall continue until a majority of all of the members vote to dissolve the organization.
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ARTICLE IV

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 Eatonville School District.
- C. To promote the welfare of the membership and the classified employees of the Eatonville 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 Eatonville 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.

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.

- A. All persons regularly employed as a classified school employee (as defined by the Public School Employees of Washington) by or in Eatonville School District, and who are members in good standing, of the Public School Employees of Washington, are eligible for membership in the organization.
- B. Members in Good Standing are those who pay state and local dues.
- C. Free riders are employees covered by the collective bargaining agreement, but who do not pay state or local union dues and are not members.

1 **Section 2. Dues.**
2

- 3 A. Local membership dues shall be twelve dollars (\$12.00) per year and shall be payable in
4 advance through automatic payroll deduction. These dues shall be deducted in one annual
5 payment in the month of October each year.
6
7 B. Said local membership dues shall be forwarded by the District to the Chapter Treasurer, by
8 November 15th each year.
9

10 **Section 3. Rights.**
11

- 12 A. Members shall suffer no impairment of freedom of speech concerning the operations of this
13 organization. Active discussions of organization affairs shall be encouraged and protected
14 within this organization.
15
16 B. Any member accused of, and after investigation by the Board of Trustees, found guilty of
17 assisting the School District in serious anti-union activities or other offense as deemed serious
18 by the Trustees, may be subject to:
19
20 1. Required to explain action before membership.
21
22 2. Subject to PSE Policy and State Bylaws.
23
24 C. Members shall have the right to fair and democratic elections at all levels of the organization.
25 This includes due notice of nominations and elections, equal opportunities for competing
26 candidates, and proper election procedures which shall be specifically set forth.
27
28 D. Members shall have an equal right to run and hold office, except those persons set forth in
29 RCW 41.56.030, Paragraph 2, a, b and c; and those employees classified either by State statute
30 or appropriate State regulatory agencies as being a "supervisory employee."
31
32 E. Members shall have the right to a full and clear accounting of all organizational funds. At all
33 levels such accounting shall include, but not be limited to, periodical reports to the membership
34 by appropriate fiscal officers or by independent auditors not otherwise connected with the
35 organization, and a financial audit at least once a year which is made available to all members.
36 F. Members shall have the right to full participation, through discussion and vote, in the decision
37 making processes of the organization and to pertinent information needed for the exercises of
38 this right.
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42 **ARTICLE VI**
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44 **MEETINGS**
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46 **Section 1.** General membership meetings of this organization shall be held at least four (4) times
47 annually at a time and place to be fixed by the membership or the Board of Trustees.
48

1 **Section 2.** Special meetings may be called by the President, the Board of Trustees, or by petition filed
2 with the President and signed by twenty percent (20%) of the members of this organization.
3

4 **Section 3.** The President shall provide at least five (5) days notification to all members of any meeting
5 called. However, said five (5) days notice may be waived by the Board of Trustees provided that every
6 reasonable effort is employed to notify the membership of the meeting.
7

8 **Section 4.** At any meeting of the membership of this organization, each member present shall be entitled
9 to one vote. A member must be present to vote - no proxy vote will be allowed. A minimum of ten (10)
10 members must be present to constitute a quorum before any organization business may be transacted.
11

12 **Section 4.A.** In the event that a general membership meeting called in accordance with
13 Article VI, Section 3 fails to achieve a quorum, a rescheduled meeting may be called. A
14 rescheduled meeting shall have a quorum requirement consisting of those present, provided that
15 the provisions of Article VI, Section 3 are followed and that notice includes the invoking of this
16 subsection.
17

18 **Section 5.** Voting may be conducted at a regular member meeting or special meeting or at work sites as
19 designated by the Board of Trustees. The Board of Trustees shall determine the method of voting.
20
21

22 ARTICLE VII

23 MANAGEMENT

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26
27 **Section 1.** The business and property of this organization shall be managed by a Board of Trustees,
28 except when the meetings of the organization are in session. All matters affecting the purposes, aims and
29 means of accomplishing the purposes of this organization, not specifically provided for in these Bylaws or
30 by action of the members at a regular or special meeting shall be decided by the Board of Trustees.
31

32 **Section 2.** The Board of Trustees shall be composed of the President, Vice President, Secretary,
33 Treasurer and a representative elected from each of the following classifications of employees of the
34 School District if represented by the local Public School Employees organization.
35

- 36 Classifications:
- 37 1. Transportation
 - 38 2. Child Nutrition
 - 39 3. Custodial-Maintenance-Grounds
 - 40 4. Paraeducators
 - 41 5. Secretarial-Clerical
 - 42 6. Specialists
 - 43 7. Technology
 - 44 8. Pool

45 **Section 3.** The term of office of the trustees of this organization shall be from September 1 to August 31.
46

47 **Section 4.** The Board of Trustees shall hold meetings as the President or the Board shall deem necessary
48 for the competent management of affairs of the organization.

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

5
6 **Section 6.** Any trustee may be removed from office by a two-thirds (2/3) majority vote of the
7 membership at any regular or special meeting of the membership of the organization. Notice of the
8 proposed removal of the trustee must be given to the trustee five (5) days prior to the date of the meeting
9 at which the removal is to be voted upon. Such notice to the trustee must state the cause for the proposed
10 removal.

11
12 **Section 7.** Any vacancies occurring on the Board of Trustees by reason of death, resignation or removal
13 shall be filled by the remaining trustees. In the event that such vacancy is the President, the Vice-
14 President shall fill the remainder of the term. For all other officer positions, such selection shall be from
15 the membership at large. All other trustee vacancies shall be filled from the classification of which they
16 are representatives. Such appointee shall serve during the unexpired term of the trustee whose position
17 has become vacant.

18
19 **Section 8.** If an officer or member of the BOT or any committee wishes to resign they must do so in
20 writing to the president. The resignation shall be affective and binding after 48 hours from submittal.

21
22 **Section 9.** Unexcused absences from two(2) consecutive meetings of the Board of Trustees or General
23 Membership Meetings, shall be due cause for removal of the trustee by the Board of Trustees. Removal of
24 a Board member because of excessive absenteeism shall not require the 2/3 vote of the membership.

25 26 27 28 **ARTICLE VIII**

29 **OFFICERS, NOMINATIONS AND ELECTIONS**

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32 **Section 1.** The officers of this organization shall be a President, a Vice President, a Secretary and
33 Treasurer. All officers shall be elected for a term of two years. Classification Reps shall be elected by the
34 classification they rep at a Classification meeting to be held prior to the end of the student school year, and
35 to be held after election of officers, and shall be elected for a term of one year.

36
37 **Section 2.** Candidates may submit their name to the Board of Trustees up to 30 days prior to the meeting
38 to elect officers. Nominations will be accepted from the floor at the meeting held to elect officers.
39 Candidates shall be allotted up to 90 seconds to address the membership prior to voting.

40
41 **Section 3.** To be eligible for office, a member must be in good standing for one year immediately
42 preceding the election, except in the initial election held in this organization, and must qualify under the
43 provisions of Article V, Section 3-C.

44
45 **Section 4.** Elections shall be held at the last chapter meeting of a school year. Officers shall be elected
46 by secret ballot vote, and the balloting shall be so conducted as to afford all members a reasonable
47 opportunity to vote. At least ten (10) days advance notice shall be given the membership prior to the
48 holding of the election.

1 **Section 5.** Every officer and trustee shall, upon assuming office, subscribe to the obligation of an officer
2 and trustee, contained in these Bylaws.
3

4 **Section 6.** Terms of Office are as follows: Officers shall be elected by the membership and shall serve in
5 said office commencing September 1. Every odd-numbered year, the President and Treasurer shall be
6 elected for a term of two (2) years. Every even-numbered year, the Vice-President and Secretary shall be
7 elected for a term of two (2) years. Beginning for the 2019-2020 school year, elections shall be as
8 follows:
9

10 President and Treasurer: elected for a two year term.

11 Vice-President and Secretary: elected for a one year term.
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15 A R T I C L E IX

16 **DUTIES OF OFFICERS AND CLASSIFICATION REPRESENTATIVES**

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19 **Section 1. President.** The President shall preside at all meetings of the organization and of the Board of
20 Trustees. The President shall supervise all activities of the organization; execute all instruments in its
21 behalf; counter-sign all checks drawn against the funds of the organization; appoint all special committees
22 of the organization subject to the approval of the Board of Trustees; report periodically to the membership
23 regarding the progress and standing of the organization in regard to the President's official acts; perform
24 all other duties as prescribed in the Bylaws; and perform such other duties usually inherent in such office.
25 The President shall have access to the bank statements, online banking and all bank accounts.
26

27 **Section 2. Vice President.** The Vice President shall act for the President in the President's absence and
28 perform such other acts as the President or Board of Trustees may direct. The Vice President may be
29 authorized, by the Board of Trustees, to act as a co-signer of checks drawn on the funds of the
30 organization in place of or in addition to either the President or Secretary. The Vice President shall be the
31 Grievance Officer. The Vice President shall be the Membership Officer and shall present a report at all
32 membership meetings.
33

34 **Section 3. Secretary.** It shall be the duty of the Secretary to keep all records of the organization, the
35 Board of Trustees, and to perform such other acts as the President and Board of Trustees may direct.
36

37 **Section 4. Treasurer.** The Treasurer shall receive and be accountable for all funds and monies
38 belonging to the organization; pay all obligations incurred by the organization in payment as authorized
39 by the Board of Trustees; maintain bank accounts and depositories designated by the Board of Trustees;
40 and such money shall be withdrawn only by checks signed by the President and/or Vice President and the
41 Treasurer; and shall render a financial report at each chapter meeting, as requested by the Board of
42 Trustees or by the membership; and keep an accurate record of receipts and disbursements; and shall act
43 as custodian of all properties of the organization.
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1 **Section 5. Classification Representatives**

2 Classification Reps shall represent the classification of employees which elected them and express to
3 the Board of Trustees the needs, desires, and concerns of the members in their classification. They
4 shall serve as members of the grievance committee and may advise members of their contractual
5 rights.
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7
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9 **ARTICLE X**

10 **MISCELLANEOUS PROVISIONS**

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13 **Section 1.** This organization shall be at all times subject to the provisions of the Articles of Incorporation
14 and Bylaws of the Public School Employees of Washington.
15

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

22 **Section 3.** 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 this
24 organization or of the Public School Employees of Washington.
25

26 **Section 4.** In accordance with the annual budget, the Board of Trustees shall have the authority to
27 offer and award one (1) \$500.00 scholarship per year to the Dollars for Scholars scholarship fund.
28 More than one (1) yearly scholarship must be voted on and approved by the membership. This
29 scholarship must be awarded to a graduating senior of the Eatonville School District and must be a
30 chapter member dependent. The chapter member must be a member in good standing per Article V
31 Section 1.
32
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34 **ARTICLE XI**

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37 **COMMITTEES AND DELEGATES**

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39 **Section 1. Grievance Committee.** A Grievance Committee shall be composed of the Vice President
40 and one unit representative from each represented unit of the Chapter. This committee shall deliberate the
41 validity of grievances. This committee shall be appointed by the Board of Trustees.
42

43 **Section 2. Negotiating Committee.** A Negotiating Committee shall be selected by the President. The
44 members shall receive a copy of all proposed changes 5 work days prior to the vote.
45

46 **Section 3. Audit Committee.** An Audit Committee shall be selected by the Board of Trustees.
47
48

1 **Section 4. Other Or Special Committees.** The Board of Trustees shall designate such special
2 committees as they determine necessary in the carrying out of the objectives and purposes of this
3 organization.
4

5 **Section 5. Building Communication Committee.** A Committee appointed by the Board of Trustees
6 to ensure that each worksite (building) has an individual designated to disseminate/post chapter
7 communications, notices, etc.
8

9 **Section 6. Convention Delegates.** Delegates shall be selected by the members.
10 The number of delegates who will attend the Annual Convention shall be determined by the Board of
11 Trustees. Every effort will be made to have equal classification representation. Nominations from the
12 floor shall be taken at the meeting. Delegates shall be elected by secret ballot by the membership at the
13 March or April general membership meeting of the standard school year.
14

15 Members shall represent the best interests of the membership and are required to attend all business
16 sessions and zone meetings. After the Convention they shall make a summary report written or oral at the
17 next Chapter Meeting. Delegates failing to fulfill convention attendance expectations will result in
18 chapter expense money they were given being repaid to the chapter treasury.
19

20 Convention expenses shall be reimbursed as follows:
21

- 22 A. Travel & Meal Compensation - Approved travel and meal costs will be determined by the Board
23 of Trustees for union events on an annual basis. If approved, the Chapter will only reimburse for
24 Convention parking and gas if Delegates carpool. Receipts for actual gas purchased and parking
25 must be submitted to the Treasurer within fourteen (14) calendar days of the end of Convention.
26
- 27 B. Rooms - The Board of Trustees shall select the appropriate occupancy per room for the delegates
28 and they shall be paid for by the Chapter. Modified room occupancy requests will be
29 accommodated when possible. The difference in cost shall be paid for by the delegate(s)
30 requesting the modified accommodations.
31
- 32 C. Registration - The Chapter will pay the Delegate registration fee.
33
- 34 D. Chapter Gift - The Board of Trustees will determine through the annual budgeting process the
35 amount to pay for a Chapter gift.
36

37 **Section 7. Legislative Conference.**

38 Any member may attend the conference, when pre-registered through the Association. Members shall
39 represent the best interests of the membership and are required to attend all business sessions and zone
40 meetings. After the Conference, they shall make a summary report written or oral at the next Chapter
41 Meeting. Delegates failing to fulfill Conference attendance expectations will result in chapter expense
42 money they were given being repaid to the chapter treasury.
43

44 Conference expenses will be reimbursed only for the number of members determined through the annual
45 budgeting process.
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- 1 A. **Travel Reimbursement** – Actual gas purchased, by receipt, if carpooling is available.
- 2
- 3 B. **Registration** – The number of registration fees for the members attending the conference will
- 4 be paid by the Association as determined by the annual budgeting process. In the event a
- 5 delegate is unable to attend the conference, notice must be given to the chapter president
- 6 seventy-two (72) hours prior to the start of the conference.
- 7
- 8 B. **Reimbursements** – All reimbursement receipts must be submitted to the Treasurer within
- 9 fourteen (14) calendar days of the end of the conference in order to be reimbursed.
- 10
- 11 D. **Chapter Gift for Auction** – This Association will determine through the annual budgeting
- 12 process the amount to pay per chapter gift to Auction.
- 13
- 14

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16 **ARTICLE XII**

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18 **AMENDMENTS**

19

20 **Section 1.** The Bylaws may be amended by a majority vote of the members present at any regular or

21 special meeting thereof; providing, that notice of the intent to amend any specific provision be given to the

22 membership at least ten (10) working days prior to the meeting at which said vote is to be taken. The

23 members shall receive a copy of all proposed changes 5 work days prior to the vote. An

24 explanation/purpose statement must be provided with proposed changes. The Amendments shall become

25 effective immediately following adoption.

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30 Signed By: 

31 Katey Critel, Chapter President

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34 Date: October 12, 2019

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41 Adopted by the membership April 22, 1985

42 Amended by the membership March 5, 1998

43 Amended by the membership May 14, 2008

44 Amended by the membership September 1, 2019

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