

CHAPTER BYLAWS

FERNDALE

PUBLIC SCHOOL EMPLOYEES



Public School Employees of Washington/SEIU Local 1948

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1 **PREAMBLE**

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3 Employees organize primarily to secure better wages and to participate in the decisions which affect
4 them at work to assure better working conditions.

5
6 Collective bargaining is the expression of our involvement in employment. Participation in the
7 political life of the Ferndale School District is but another aspect of that involvement.

8
9 We are under a solemn obligation to represent the members of this organization forcefully and
10 effectively in negotiations with the management of the Ferndale School District and to conduct internal
11 organizational affairs according to democratic standards.

12
13 Therefore, we, the classified school employees of Ferndale School District, in meeting, adopt these
14 bylaws on November 8, 1973.

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17 **ARTICLE I**

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19
20 The name of this organization shall be the Public School Employees of Ferndale School District.

21
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23 **ARTICLE II**

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25
26 This local organization shall be affiliated with and be a chapter of the Public School Employees of
27 Washington. This organization was chartered by Public School Employees of Washington on
28 November 8, 1973.

29
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31 **ARTICLE III**

32
33
34 The objectives and purposes of this organization are:

- 35
36 A. To carry out and assist on a local basis the objectives and purposes of the Public School Employees
37 of Washington.
- 38
39 B. To promote the organization of Public School Employees in the Ferndale School District.
- 40
41 C. To promote the welfare of the membership and the classified employees of the Ferndale School
42 District, and to provide a voice in the determination of the terms and conditions of employment.
43 We are committed to the process of collective bargaining as a desirable, democratic, and effective
44 method to achieve this.
- 45
46 D. To promote and provide systematic and effective employee management through collective
47 bargaining; to confer and negotiate in good faith, with respect to grievance procedures and
48 collective negotiations on personnel matters, including wages, hours and working conditions,

1 vacation, holidays and other conditions of employment for the classified employees of the Ferndale
2 School District.

3
4 E. Both as members and as citizens, to employ available legislative and political action to establish
5 adequate financial provisions for the improvement of public school education and equitable
6 consideration for the classified school employees from the State Legislators.

7
8 F. To establish better fellowship and understanding among classified school employees and to strive
9 for their overall betterment through training, legislation and Association benefits.

10
11
12 **ARTICLE IV**

13 **MEMBERSHIP**

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16 **Section 4.1. Eligibility.**

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

20
21
22 A. All persons regularly employed as a classified school employee (as defined by the Public School
23 Employees of Washington) by or in Ferndale School District, and who are members of the Public
24 School Employees of Washington, are eligible for membership in the organization.

25
26 **Section 4.2. Dues.**

27
28 A. Application for membership shall be made on a standard application form provided by Public
29 School Employees of Washington.

30
31 B. Public School Employees of Washington membership dues are one point seventy-five percent
32 (1.75%) of salary, paid monthly via payroll deductions.

33
34 C. Local Association dues are \$0.50, paid monthly via payroll deductions.

35
36 D. Membership dues are not refundable except where an error resulting in an overpayment exists.

37
38 **Section 4.3. Rights.**

39
40 A. Members shall have the right to freedom of speech and full participation through discussion and
41 vote in the decision-making processes of the organization and to pertinent information needed for
42 the exercise of these rights. Active discussion of organization affairs shall be encouraged and
43 protected within this organization.

44
45 B. Members shall have the right to fair and democratic elections at all levels of the organization. This
46 includes due notice of nominations and elections, equal opportunities for competing candidates and
47 proper election procedures which shall be specifically set forth.

1 C. Members shall have an equal right to run and hold office, except those persons set forth in RCW
2 41.56.030 Par. 2a, b, and c: and those employees classified either by state statute or appropriate
3 state regulatory agencies as being a “supervisory employee”.

4
5 D. Members shall have the right to a full and clear accounting of all organizational funds. At all
6 levels such accounting shall include, but not be limited to, periodical reports to the membership by
7 appropriate fiscal officers or by independent auditors not otherwise connected with the
8 organization, financial audit at least once a year which is made available to all members.
9

10 11 **ARTICLE V**

12 13 **MEETINGS**

14 15 **Section 5.1.**

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

19 20 **Section 5.2.**

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

24 25 **Section 5.3.**

26 The President shall provide at least five (5) school days notification to all members of any meeting
27 called. However, said five (5) school days notice may be waived by the Board of Trustees provided
28 that every reasonable effort is employed to notify the membership of the meeting.
29

30 31 **Section 5.4.**

32 At any meeting of the membership of this organization, each member present shall be entitled to one
33 vote. A member must be present to vote – no proxy vote will be allowed. A minimum of ten (10)
34 members must be present to constitute a quorum before any organization business may be transacted.
35

36 37 **ARTICLE VI**

38 39 **MANAGEMENT**

40 41 **Section 6.1.**

42 The business and property of this organization shall be managed by a Board of Trustees, except when
43 the meetings of the organization are in session. All matters affecting the purposes, aims and means of
44 accomplishing the purposes of this organization, not specifically provided for in these bylaws or by
45 action of the members at a regular or special meeting shall be decided by the Board of Trustees.
46
47
48

1 **Section 6.2.**

2 The Board of Trustees shall be composed of the President, Vice President, Secretary, and Treasurer
3 and a representative from each of the following classifications.

- 4
5 1. Food Service
6 2. Assistants/Para Educators/Signers
7

8 **Section 6.3.**

9 The term of office of the classification representatives of this organization shall be for a period of one
10 (1) year, commencing September 1, following the May election.
11

12 **Section 6.4.**

13 The Board of Trustees shall hold a minimum of two (2) meetings annually, and such special meetings
14 as the president or the Board shall deem necessary for the competent management of affairs of the
15 organization.
16

17 **Section 6.5.**

18 Each member of the Board of Trustees shall possess one (1) vote in matters coming before the Board.
19 All voting at meetings of the Board of Trustees shall be by each member present in person, and voting
20 by proxy shall not be allowed. A majority of the members of the Board of Trustees shall constitute a
21 quorum.
22

23 **Section 6.6.**

24 Any trustee may be removed from office by a two-thirds (2/3) majority vote of the membership at any
25 regular or special meeting of the membership of the organization. Notice of the proposed removal of
26 the trustee must be given to the trustee five (5) school days prior to the date of the meeting at which the
27 removal is to be voted upon. Such notice to the trustee must state the cause for the proposed removal.
28

29 **Section 6.7.**

30 Any vacancies occurring on the Board of Trustees by reason of death, resignation, or removal shall be
31 filled by the remaining trustees. In the event that such trustee is an officer, such selection shall be from
32 the membership at large. All other trustee vacancies shall be filled from the classification of which
33 they are representatives. Such appointee shall serve during the unexpired term of the trustee whose
34 position has become vacant.
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37

38 **ARTICLE VII**

39 **OFFICERS, NOMINATIONS AND ELECTIONS**

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41
42 **Section 7.1.**

43 The officers of the Association shall consist of a President, Vice President, Secretary and Treasurer.
44 All officers shall be elected in May for a term commencing September 1.
45

46 **Section 7.2.**

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

1 **Section 7.3.**

2 To be eligible for office, a member must be in good standing immediately preceding the election and
3 must qualify under the provisions of Article IV, Section 1.
4

5 **Section 7.4.**

6 Officers shall be elected by secret ballot vote and the balloting shall be so conducted as to afford all
7 members a reasonable opportunity to vote. At least ten (10) school days advance notice shall be given
8 the membership prior to the holding of the election.
9

10 **Section 7.5.**

11 Every officer and trustee shall, upon assuming office, subscribe to the obligation of an officer and
12 trustee contained in these bylaws.
13
14
15

16 **ARTICLE VIII**

17 **DUTIES OF OFFICERS**

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19
20 **Section 8.1. President.**

21 Shall serve for two years. The President shall preside at all meetings of the organization and of the
22 Board of Trustees. The President shall supervise all activities of the organization; execute all
23 instruments in its behalf; counter-sign all checks drawn against the fund of the organization; appoint all
24 special committees of the organization subject to the approval of the Board of Trustees; report
25 periodically to the membership regarding the progress and standing of the organization in regard to the
26 President's official acts; perform all other duties as prescribed in the bylaws and perform such other
27 duties usually inherent in such office. The President's term of office shall begin and end on odd
28 numbered years.
29

30 **Section 8.2. Vice President.**

31 Shall serve for two years. The Vice President shall succeed to the office of President in case of a
32 vacancy in that office, and then shall serve the regular term as President. The Vice President shall
33 perform such other acts as the President or Board of Trustees may direct. The Vice President shall
34 serve as committee chairman. The Vice President may be authorized, by the Board of Trustees, to act
35 as co-signer of checks drawn on the fund of the organization in place of or in addition to either the
36 President or Treasurer. The Vice President's term of office shall begin and end on even numbered
37 years except for the 2003-2004 term which shall be one year.
38

39 **Section 8.3. Secretary.**

40 Shall serve for two years. The Secretary shall keep a correct record of the minutes of all regular and
41 special meetings of the Association and conduct correspondence at the request of the President. The
42 Secretary's term of office shall begin and end on odd numbered years.
43

44 **Section 8.4. Treasurer.**

45 Shall serve for two years. The Treasurer shall receive and have custody of all funds and securities of
46 the Association; pay all obligations incurred by the organization in payment as authorized by the Board
47 of Trustees; maintain bank accounts and depositories designated by the Board of Trustees; and such
48 money shall be withdrawn only by checks signed by the President and/or Vice President, and the

1 Treasurer. Keep a full and accurate account of all receipts and disbursements of the Association and
2 render a report at each meeting of the members. The Treasurer's term of office shall begin and end on
3 even numbered years.
4

5 6 7 **ARTICLE IX**

8 9 **MISCELLANEOUS PROVISIONS**

10 11 **Section 9.1.**

12 This organization shall be at all times subject to the provisions of the Articles of Incorporation and
13 bylaws of the Public School Employees of Washington.
14

15 **Section 9.2.**

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

22 **Section 9.3.**

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

27 **Section 9.4.**

28 This Association shall continue until 51% of entire membership of organization vote to dissolve said
29 organization.
30
31

32 33 **ARTICLE X**

34 35 **COMMITTEES**

36 37 **Section 10.1. Grievance Committee.**

38 A Grievance Committee shall be composed of the President or Vice President, and one unit
39 representative from each represented unit of the Chapter.
40

41 **Section 10.2. Negotiating Committee.**

42 A Negotiating Committee shall be selected by the Board of Trustees. This committee shall present the
43 full proposal of contract to entire membership in writing ten (10) school days before ratification
44 meeting.
45

46 **Section 10.3. Special Committees.**

47 The Board of Trustees shall designate such special committees as they determine necessary in the
48 carrying out of the objectives and purposes of this organization.

ARTICLE XI
AMENDMENTS

Section 11.1.

These bylaws may be revised and/or amended by a majority vote of the Board of Trustees at any regular or special meeting thereof, and presented to the membership for final approval. Copies of bylaw changes will be made available to all members ten (10) school days prior to approval.

- Bylaws revised January 6, 1981
- Bylaws revised December 11, 1985
- Bylaws revised April 18, 1994
- Bylaws revised November 12, 1998
- Bylaws revised January 26, 1999
- Bylaws revised May 29, 2003
- Bylaws revised December 17, 2019

BY: Michele Barmore
Michele Barmore, Chapter President

DATE: 12/17/2019