

CHAPTER BYLAWS

FREEMAN

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

7 We are both, employees and citizens.

8
9 Collective bargaining is the expression of citizenship in employment. Participation in the political life
10 of the nation, State, local municipalities, and school district is but another of that citizenship.
11

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

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

20 THEREFORE, we the classified school employees of Freeman School District, in meeting, adopt these
21 Bylaws this 24th day of October, 1983.
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23

24 **ARTICLE I**

25 **NAME**

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29 The name of this chapter shall be the Public School Employees of Freeman School District.
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32 **ARTICLE II**

33 **AFFILIATION**

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37 This local chapter shall be affiliated with and be a chapter of the Public School Employees of
38 Washington/SEIU Local 1948. This chapter was chartered by Public School Employees of
39 Washington/SEIU Local 1948 on October 24, 1983.
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42 **ARTICLE III**

43 **DISSOLUTION**

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

OBJECTIVES AND PURPOSES

The objectives and purposes of this chapter are:

- A. To carry out and assist on a local basis the objectives and purposes of the Public School Employees of Washington/SEIU Local 1948.
- B. To promote the organization of Public School Employees in the Freeman School District.
- C. To promote the welfare of the membership and the classified employees of the Freeman 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 Freeman School District.
- E. To employ as citizens 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 5.1. Eligibility.

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

1 **Section 5.2. Local Dues.**

- 2
- 3 A. Application for membership shall be made on a standard PSE application form provided by the
- 4 Executive Board.
- 5 B. Membership dues for the Sunshine Fund, the citizenship award and other Chapter expenses will
- 6 be deducted in the October paycheck. The amount will be ten (\$10.00) unless otherwise voted
- 7 upon during the September chapter meeting. The chapter treasurer will invoice the district in
- 8 September of each year for the employees of record.

9

10 Employees hired subsequent to the September invoicing will also pay membership dues. The

11 treasurer will invoice the new employee who will then pay the dues directly to the chapter

12 treasurer.

- 13
- 14 C. Local membership dues are not refundable except when an error results in overpayment..
- 15

16 **Section 5.3. Rights.**

- 17
- 18 A. Members shall suffer no impairment of freedom of speech concerning the operations of this
- 19 chapter. Active discussions of chapter affairs shall be encouraged and protected within this
- 20 chapter.
- 21
- 22 B. Members shall have the right to fair and democratic elections at all levels of the chapter. This
- 23 includes due notice of nominations and elections, equal opportunities for competing candidates,
- 24 and proper election procedures which shall be specifically set forth.
- 25
- 26 C. Members shall have an equal right to run and hold office, except those persons set forth in
- 27 RCW 41.56.030; and those employees classified either by State statute or appropriate State
- 28 regulatory agencies as being a “supervisory employee”.
- 29
- 30 D. Members shall have the right to a full and clear accounting of all organizational funds. At all
- 31 levels such accounting shall include, but not be limited to, periodical reports to the membership
- 32 by appropriate fiscal officers.
- 33
- 34 E. Members shall have the right to full participation, through discussion and vote, in the decision
- 35 making processes of the chapter and to pertinent information needed for the exercises of this
- 36 right.
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40 **ARTICLE VI**

41 **MEETINGS**

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44 **Section 6.1.**

45 General membership meetings of this chapter shall be held at least four (4) times annually at a time and

46 place to be fixed by the membership or the Executive Board. A five (5) workday notice will be given

47 of each meeting.

48

1 **Section 6.2.**

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

4 **Section 6.3.**

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

8
9 **Section 6.4.**

10 At any meeting of the membership of this chapter, each member shall be entitled to one vote. A
11 member must be present to vote – no proxy vote will be allowed. A majority of the members voting at
12 any meeting will constitute a quorum for that meeting to transact chapter business.

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16 **ARTICLE VII**

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18 **MANAGEMENT**

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20 **Section 7.1.**

21 The Executive Board shall be composed of the President, Vice President, Secretary, and Treasurer.

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23 **Section 7.2.**

24 The business and property of this chapter shall be managed by the Executive Board, except when the
25 meetings of the chapter are in session. All matters affecting the purposes, aims and means of
26 accomplishing the purposes of this chapter, not specifically provided for in these Bylaws or by action
27 of the members at a regular or special meeting, shall be decided by the Executive Board.

28
29 **Section 7.3.**

30 The term of office of an Executive Board member of this chapter shall be for a period of two (2) years.

31
32 **Section 7.4.**

33 The Executive Board shall meet a minimum of two (2) times per year for the competent management
34 of affairs of the chapter.

35
36 **Section 7.5.**

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

41
42 **Section 7.6.**

43 Any Board Member may be removed from office by a two-thirds (2/3) majority vote of the
44 membership at any regular or special meeting of the membership of the chapter. Notice of the
45 proposed removal of the Board Member must be given to the Board Member five (5) workdays prior to
46 the date of the meeting at which the removal is to be voted upon. Such notice to the Board Member
47 must state the cause for the proposed removal.

1 **Section 7.7.**

2 Unexcused absences from meetings of the Executive Board shall be due cause for removal of the
3 Board Member by the Executive Board. Removal of a Board Member because of excessive
4 absenteeism shall not require a vote of the membership.
5

6 **Section 7.8.**

7 Any vacancy occurring in the offices of Vice President, Secretary or Treasurer, shall be appointed
8 from the membership at large by the Executive Board. A vacancy in the office of President shall be
9 filled by the Vice President, and that position shall be appointed from the membership at large by the
10 Executive Board.
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14 **ARTICLE VIII**

15 **OFFICERS, NOMINATIONS AND ELECTIONS**

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18 **Section 8.1.**

19 The officers of this chapter shall be President, Vice President, Secretary, Treasurer and a representative
20 from each classification of the bargaining unit.
21

22 **Section 8.2.**

23 Nominations shall be permitted from the floor at the meeting held to elect officers.
24

25 **Section 8.3.**

26 To be eligible for office, including Classification Representative, a member must be in good standing
27 for one year immediately preceding the installations of officers.
28

29 **Section 8.4.**

30 Executive Board Officers shall be elected at the May meeting by secret ballot vote., Balloting shall be
31 conducted to afford all members a reasonable opportunity to vote. At least five (5) workdays notice
32 shall be given to the membership prior to holding the election.
33

34 The President and Treasurer will be elected to two (2) year terms of office in odd years. The Vice
35 President and Secretary will be elected to two (2) year terms of office in even years. New officers will
36 take office August 1, following the May election.
37

38 **Section 8.5. Classification Representatives.**

39 Classification representatives shall be elected by the members of each classification. The President of
40 the Chapter shall meet separately with each classification to conduct elections by secret ballot within
41 each unit on or before June 1 of each year. Classification representatives will take office August 1,
42 following the election.
43

44 **Section 8.6.**

45 Every officer and classification representative shall, upon assuming office, subscribe to the obligations
46 of an officer and unit representative contained in these Bylaws.
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ARTICLE IX

DUTIES OF OFFICERS

Section 9.1. President.

The President shall preside at all meetings of the chapter and of the Executive Board. The President shall supervise all activities of the chapter; execute all instruments in its behalf; counter-sign all checks drawn against the fund of the chapter; appoint the members of all special committees of the chapter subject to the approval of the Executive Board; report periodically to the membership regarding the progress and standing of the chapter 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 9.2. 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. The Vice President may be authorized, by the Executive Board, to act as a co-signer of checks drawn on the funds of the chapter in place of or in addition to either the President or Treasurer. The Vice President shall also serve as the Grievance Officer for the chapter.

Section 9.3. Secretary.

The Secretary shall ensure that the minutes of general membership meetings and Executive Board meetings are duly recorded and distributed to the membership. It shall be the duty of the Secretary to keep all records of the chapter, and the Executive Board, and to perform such other acts as the President and Executive Board may direct. The Secretary shall also have the duty of the membership officer to maintain a current and accurate list of members of the chapter in coordination with the membership information section at PSE state headquarters to ensure that all members are paying dues, and will render periodical membership reports as required by Public School Employees of Washington, and to perform such other official functions as the President and Board of Trustees may direct.

Section 9.4. Treasurer.

The Treasurer shall receive and be accountable for all funds and monies belonging to the chapter; pay all obligations incurred by the chapter 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 or Vice President and the Treasurer; and at each general membership meeting shall render a financial report as required by the Executive Board; and keep an accurate record of receipts and disbursements; and shall act as custodian of all properties of the chapter. Each September the Treasurer will invoice the district for chapter dues for those members of record. Thereafter, the treasurer will invoice members hired after the district invoicing, the amount of local chapter membership dues as defined in Article V, Section 5.2 (B).

Section 9.5. Classification Representative.

The Classification Representative shall be responsible for presenting the views of his/her particular group to the Executive Board. The Classification Representative will arrange meetings to discuss items for negotiation; or any other specific issue that should be presented to his/her classification. When needed the Classification Representative will give input on grievances that affect his/her classification.

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ARTICLE X

MISCELLANEOUS PROVISIONS

Section 10.1.

At all times, this chapter shall be subject to the provisions of the Articles of Incorporation and Bylaws of the Public School Employees of Washington/SEIU Local 1948.

Section 10.2.

Except to the extent specified in the Bylaws, no officer of this chapter shall have the power to act as agent for, or otherwise bind this chapter in any way whatsoever. No member or group of members or any other person or persons shall have the power to act on behalf of or otherwise bind the chapter except to the extent specifically authorized in writing by the President or Executive Board of the chapter.

Section 10.3.

The latest edition of Robert's Rules of Order shall be the guide in all cases in which they are applicable, and in which they are not inconsistent with the Constitution, Bylaws and special rules of this chapter or of the Public School Employees of Washington/SEIU Local 1948.

ARTICLE XI

COMMITTEES AND DELEGATES

Section 11.1. Grievance Committee.

A Grievance Committee shall be composed of the President and Vice President; the Classification Representative of the member bringing the grievance forward, and two (2) other members.

Section 11.2. Negotiating Committee.

The Negotiating Committee shall be composed of a member of each classification represented in the bargaining unit and the President. The classification member who will serve on the negotiation committee will be elected by each classification in September prior to the expiration of the collective bargaining agreement.

Section 11.3. Other or Special Committee.

The Executive Board shall designate such special committees if they determine necessary in the carrying out of the objectives and purposes of this chapter.

Section 11.4. Convention and Legislative Conference Delegates.

Convention Delegates shall be elected by majority vote of membership present at the May chapter meeting. Legislative Conference Delegates shall be elected by majority vote of membership present at the December chapter meeting. Voting shall be by secret ballot.

Section 11.7. Legislative Representative.

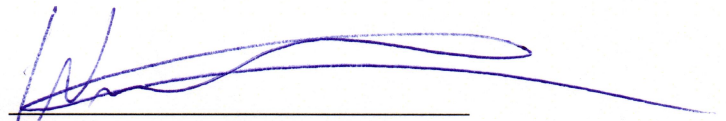
A Legislative Representative shall be selected by the Executive Board.

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3 **ARTICLE XII**

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5 **AMENDMENTS**

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7 **Section 12.1.**

8 These Bylaws may be amended by a two thirds (2/3) majority vote of the members in attendance at any
9 general meeting; providing, that a notice of the intent to amend any specific provision be given to the
10 membership at least five (5) workdays prior to the meeting at which said vote is to be taken.
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Will Bickler, Chapter President

9/1/2017
Date

Adopted by the membership October 24, 1983
Amended by the membership October 10, 1999
Amended by the membership June 8, 2004
Amended by the membership June 11, 2007
Amended by the membership August 27, 2008
Amended by the membership August 17, 2017

