

BYLAWS

Amended April 19, 2006

GRANITE FALLS

Public School Employees Of Washington

P.O. Box 798

Auburn, Washington 98071-0798

1-866-820-5653

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ARTICLE I

The name of this organization shall be the Public School Employees of Granite Falls School District.

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ARTICLE II

This local organization shall be affiliated with and be a chapter of the Public School Employees of Washington.

ARTICLE III

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

ARTICLE IV

The objectives and purpose of this organization are:

- A. To carry out and assist on a local basis the objectives and purpose of the Public School Employees of Washington.
- B. To promote the organization of Public School Employees in the Granite Falls School District.
- C. 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 Granite Falls School District.
- D. 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.
- E. To establish better fellowship and understanding among classified school employees.

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ARTICLE V

MEMBERSHIP

Section 1. Eligibility. Except as otherwise provided in these Bylaws of this organization, 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 classified school employee (as defined by the Public School Employees of Washington) or by the Granite Falls School District, and who are members of Public School Employees of Washington are eligible for membership in the organization.
- B. A full-time staff member of this organization or of Public School Employees of Washington, who is a member of Public School Employees of Washington.

Section 2. Dues.

- A. Application for membership shall be made on a standard application form provided by the Board of Trustees. Unless such form includes a valid authorization for payroll deduction of dues, the application shall be accompanied by the current month's dues.
- B. The School District is authorized to deduct two dollars (\$2.00) monthly from all members' monthly gross earnings; such deduction shall be deposited in the Public School Employees of Granite Falls School District Scholarship fund. Each year, scholarships will be awarded to a graduating senior or a continuing education student whose parent is an active Granite Falls School District PSE member.
- C. The School District is authorized to deduct one dollar (\$1.00) monthly from all members' gross earnings; such deduction shall be deposited in the bank account of Public School Employees of Granite Falls School District. The purpose of such deduction is to support local chapter administration.

Section 3. Rights.

- A. Members shall suffer no impairment of freedom of speech concerning the operations of this organization. Active discussions of organization affairs shall be encouraged and protected within this organization.
- B. Members shall have the right to fair and democratic elections at all levels of the organization. This includes due notice of nominations and elections, equal opportunities for competing candidates and proper election procedures which shall be specifically set forth.
- C. Members shall have an equal right to run and hold office.
- D. Members shall have the right to a full and clear accounting of all organizational funds. At all levels such accounting shall include, but not be limited to, periodical reports to the membership by appropriate fiscal officers or by independent auditors not otherwise connected with the organization.

1 E. Members shall have the right to full participation, through discussion and vote, in the decision
2 making processes of the organization and to pertinent information needed for the exercise of this
3 right.

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5 **Section 4. Scholarships.**

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7 A. Each year, scholarships will be awarded to a graduating senior or a continuing education student
8 whose parent is an active Granite Falls School District PSE member.

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10 B. Annually, the membership will re-address and vote on the number of scholarships and the monetary
11 amounts.

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15 **ARTICLE VI**

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17 **MEETINGS**

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19 **Section 1.** Regular meetings of this organization shall be held at least four (4) times annually, at a time
20 or place fixed by the Board of Trustees. Meetings will be held during the months of October,
21 November, March and April. At any regular or special meeting of the organization, eight (8) members
22 shall constitute the minimum number required for a quorum.

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

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27 **Section 3. Special Meetings.** The president shall provide at least five days notification to all members
28 of any special meeting called.

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30 **Section 4.** At any meeting of the membership of this organization, each member present shall be
31 entitled to one vote. A member must be present to vote - no proxy vote will be allowed; provided,
32 however, members who are working for the Granite Falls School District during a chapter meeting at
33 which a contract change will be decided, will be allowed an absentee ballot on any contract change
34 which is not amended at the meeting. Such absentee ballot must be received by the chapter secretary
35 prior to the vote.

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39 **ARTICLE VII**

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41 **MANAGEMENT**

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43 **Section 1.** The business and property of this organization shall be managed by a Board of Trustees,
44 except when the meetings of the organization are in session. All matters affecting the purposes, aims
45 and means of accomplishing the purposes of this organization, not specifically provided for in the
46 Bylaws or by action of the members at a regular or special meeting shall be decided by the Board of
47 Trustees.

1 **Section 2.** The Board of Trustees shall be composed of the president, vice president, secretary and
2 treasurer and a representative from each building. For purposes other than the establishment of the
3 Board of Trustees, the following classifications will be represented:

- 4
- 5 1. Secretarial/Clerical
- 6 2. Paraeducator
- 7 3. Assistants
- 8 4. Food Service
- 9 5. Maintenance/Custodial
- 10 6. Technology
- 11 7. Specialists
- 12 8. Other requesting future affiliation
- 13

14 **Section 3.** The term of office of the trustees of this organization shall be for a term of two (2) years
15 from the date of election.

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17 **Section 4.** The Board of trustees shall hold at least three meetings, annually, and such special meetings
18 as the President or the Board shall deem necessary for the competent management of affairs of the
19 organization.

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21 **Section 5.** Each member of the Board of Trustees shall possess one vote in matters coming before the
22 Board. All voting at meetings of the Board of Trustees shall be by each member present in person and
23 voting by proxy shall not be allowed. A majority of the members of the Board of Trustees shall
24 constitute a quorum.

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

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32 **Section 7.** Unexcused absences from three consecutive meetings of the Board of Trustees shall be due
33 cause for removal of the trustee by the Board of Trustees.

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35 **Section 8.** Any vacancies occurring on the Board of Trustees by reason of death, resignation or
36 removal shall be filled by the remaining trustees. In the event that such trustee is an officer, such
37 selection shall be from the membership at large. All other trustees' vacancies shall be filled from the
38 building of which they are representatives. Such appointees shall serve during the unexpired term of
39 the trustee whose position has become vacant.

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ARTICLE VIII

OFFICERS, NOMINATIONS AND ELECTIONS

Section 1. The officers of this organization shall be a president, a vice president, a secretary, a treasurer and such trustees as provided in Article 7, Section 2, which members shall constitute the Board of Trustees of this organization as provided in these Bylaws. All officers and trustees shall be elected for a term of two (2) years.

Section 2. Nominations shall be made at a regular or special meeting of the organization. At least fifteen (15) days advance notice shall be given the membership prior to the nomination meeting. A nominating committee may be appointed or elected to make nominations. But whether or not such nominating committee is used, nominations shall be permitted from the floor at the nomination meeting.

Section 3. To be eligible for office, a member must be in good standing for one year immediately preceding the election, except in the initial election held in this organization, and must qualify under the provisions of Article 5, Section 3-C.

Section 4. Nominations for Vice President and Secretary will be held in October and elections in November. Nominations for President and Treasurer will be held in March and elections in April.

Section 5. Officers and trustees shall be elected by secret ballot vote and the balloting shall be so conducted as to afford all members a reasonable opportunity to vote. At least fifteen (15) days advance notice shall be given the membership prior to the holding of the election.

ARTICLE IX

DUTIES OF OFFICERS

Section 1. President. The president shall preside at all meetings of the organization and of the Board of Trustees. She/he shall supervise all activities of the organization; execute all instruments in its behalf; counter-sign all checks drawn against the fund of the organization; appoint all standing committees and all special committees of the organization subject to the approval of the Board of Trustees; report periodically to the membership regarding the progress and standing of the organization in regard to her/his 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 her/his absence and perform such other acts as the president or the Board of Trustees may direct. She/he may be authorized, by the Board of Trustees, to act as a co-signer of checks drawn on the funds of the organization in place of or in addition to either the president or secretary-treasurer.

Section 3. Secretary. It shall be the duty of the secretary to keep all records of the organization, the Board of Trustees, and to perform such other acts as the president and the Board of Trustees may direct.

1 **Section 4. Treasurer.** She/he shall receive and be accountable for all funds and monies belonging to
2 the organization; pay all other obligations incurred by the organization in payment as authorized by the
3 Board of Trustees; maintain bank accounts and depositories designated by the Board of Trustees; and
4 such money shall be withdrawn only by checks signed by the president and/or vice-president and the
5 treasurer and she/he shall render periodical financial reports as required by the Board of Trustees or by
6 the membership; and keep an accurate record of receipts and disbursements; and shall act as custodian
7 of all properties of the organization.
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11 **ARTICLE X**

12 **COMMITTEES**

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15 **Section 1. Negotiating Committee.** It shall be the duty of the Negotiating Committee to effectively
16 and forcefully represent the interests of the respective units and at the same time, the best interest of the
17 entire Association.
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19 The committee shall be composed of the four (4) officers and one (1) member from each classification
20 to serve one (1) term. A term is defined as being from implementation of a contract to implementation
21 of the next contract. The classification representatives will be selected by a vote of the membership at
22 a regularly scheduled chapter meeting.
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24 In the event elections are held during a negotiating year, the negotiating committee will remain intact.
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26 **Section 2. Grievance Committee.** It shall be the duty of the Grievance Committee to determine
27 whether a grievance filed by a member of the bargaining unit is valid. If the grievance is valid, it must
28 be a violation of a specific section of the Collective Bargaining Agreement.
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30 The committee shall be composed of one (1) representative of each classification, elected each
31 November, by a vote of the membership at a regularly scheduled chapter meeting to serve a term of
32 two (2) years.
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34 **Section 3. Scholarship Committee.** It shall be the duty of the Scholarship Committee to administer
35 the chapter scholarship. This committee shall receive applications (the identity of the applicant will be
36 deleted to ensure impartial selection) and shall select the recipient(s). PSE members who have children
37 that qualify for this scholarship are excluded from membership on this committee.
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39 This committee shall be composed of four (4) members (no more than two (2) from one classification)
40 of the general membership, elected in November, by a vote of the membership at a regularly scheduled
41 chapter meeting, to serve a term of two (2) years.
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43 **Section 4. Sunshine Committee.** This committee shall be composed of two (2) members of the
44 general membership, elected to serve a term of two (2) years.
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46 It shall be the duty of the committee to send flowers and a card to any member that may be hospitalized
47 or out with an extended illness. In the event of the death of a member's spouse or child, flowers will
48 be sent **The maximum dollar amount will be set by the Board of Trustees.**

1 This committee shall be composed of two (2) members of the general membership, elected in April, by
2 a vote of the membership at a regularly scheduled chapter meeting, to serve a term of two (2) years.

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4 **Section 5. Ad Hoc Committees.** The president shall designate such ad hoc committees, subject to
5 Board of Trustees approval, as necessary to carry out the objective of this organization.

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9 **ARTICLE XI**

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11 **AMENDMENTS**

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13 **Section 1.** These Bylaws may be amended by a majority vote of the membership of this organization at
14 any regular or special meeting thereof; providing that a notice of intent to amend any specific provision
15 be given to the membership at least five (5) days prior to the meeting at which said vote is to be taken.

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20 Adopted by the membership on March 15, 2000.
21 Amended April 19, 2006.