

CHAPTER BYLAWS

KENNEWICK

NUTRITION SERVICES



Public School Employees of Washington/SEIU Local 1948

www.pseclassified.org

P.O. Box 798

Auburn, Washington 98071-0798

1.866.820.5652

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P R E A M B L E

Employees organize primarily to secure better wages and better working conditions.

We hold that they also organize in order 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 both employees and citizens.

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

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

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

THEREFORE, we, the classified school employees of Kennewick School District, in meeting, adopt these Bylaws this 10th day of June 1980.

A R T I C L E I

Section 1.1.

The name of this organization shall be the Public School Employees of Kennewick - Nutrition Services.

A R T I C L E II

Section 2.1.

This local organization shall be affiliated with and be a chapter of the Public School Employees of Washington/SEIU Local 1948. This organization was chartered by Public School Employees of Washington on June 5, 1980.

A R T I C L E III

Section 3.1.

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

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ARTICLE IV

Section 4.1.

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/SEIU Local 1948.
- B. To promote the organization of Public School Employees in the Kennewick School District.
- C. To promote the welfare of the membership and the classified employees of the Kennewick 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 Kennewick 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 5.1. 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/SEIU Local 1948) by or in Kennewick School District, and who are members of the Public School Employees of Washington/SEIU Local 1948, are eligible for membership in the organization.

1 **Section 5.2. Dues.**

- 2 A. Application for membership shall be made on a standard application form provided by the
3 Board of Trustees. Unless such form includes a valid authorization for payroll deduction of
4 dues, the application shall be accompanied by the current month 's dues.
5
6 B. When a member is unemployed for more than twenty (20) days in any calendar month and does
7 not receive unemployment compensation or sick pay or other remuneration, they may be
8 entitled to credit for dues for the period of unemployment, not to exceed six (6) months in any
9 calendar year.
10
11 C. Membership dues are not refundable except where an error resulting in an overpayment exists.
12
13 D. A onetime annual membership dues of ten dollars (\$10.00) will be withheld from the January
14 payroll check.
15

16 **Section 5.3. Rights.**

- 17 A. Members shall suffer no impairment of freedom of speech concerning the operations of this
18 organization. Active discussions of organization affairs shall be encouraged and protected
19 within this organization.
20
21 B. Members shall have the right to fair and democratic elections at all levels of the organization.
22 This includes due notice of nominations and elections, equal opportunities for competing
23 candidates, and proper election procedures which shall be specifically set forth.
24
25 C. Members shall have an equal right to run and hold office, except those persons set forth in
26 RCW 41.56.030, Par. 2, a, b and c; and those employees classified either by State statute or
27 appropriate State regulatory agencies as being a "supervisory employee."
28
29 D. Members shall have the right to a full and clear accounting of all organizational funds. At all
30 levels such accounting shall include, but not be limited to, periodical reports to the membership
31 by appropriate fiscal officers or by independent auditors not otherwise connected with the
32 organization, and a financial audit at least once a year which is made available to all members.
33
34 E. Members shall have the right to full participation, through discussion and vote, in the decision
35 making processes of the organization and to pertinent information needed for the exercises of
36 this right.
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40 **ARTICLE VI**

41 **MEETINGS**

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44 **Section 6.1.**

45 General membership meetings of this organization shall be held at least three (3) times annually at a
46 time and place to be fixed by the membership or the Board of Trustees.
47

1 **Section 6.2.**

2 Special meetings may be called by the President, the Board of Trustees, or by petition filed with the
3 President and signed by twenty percent (20%) of the members of this organization.
4

5 **Section 6.3.**

6 The President shall provide at least five (5) days notification to all members of any meeting called.
7 However, said five (5) days notice may be waived by the Board of Trustees provided that every
8 reasonable effort is employed to notify the membership of the meeting.
9

10 **Section 6.4.**

11 At any meeting of the membership of this organization, each member present shall be entitled to one
12 (1) vote. A member must be present to vote - no proxy vote will be allowed.
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16 **ARTICLE VII**

17 **MANAGEMENT**

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20 **Section 7.1.**

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

26 **Section 7.2.**

27 The Board of Trustees shall be composed of the President, Vice President, Secretary and Treasurer
28 elected by the membership.
29

30 **Section 7.3.**

31 The term of office of the trustees of this organization shall be for a period of two (2) years from the
32 date of election, except for the initial term which will be determined by the membership.
33

34 **Section 7.4.**

35 The Board of Trustees shall meet at least three (3) times a year and at such special meeting as the
36 President or the Board shall deem necessary for the competent management of affairs of the
37 organization.
38

39 **Section 7.5.**

40 Each member of the Board of Trustees shall possess one (1) vote in matters coming before the Board.
41 All voting at meetings of the Board of Trustees shall be by each member present in person and voting
42 by proxy shall not be allowed. A majority of the members of the Board of Trustees shall constitute a
43 quorum.
44

45 **Section 7.6.**

46 Any trustee may be removed from office by a two-thirds (2/3) majority vote of the membership at any
47 regular or special meeting of the membership of the organization. Notice of the proposed removal of

1 the trustee must be given to the trustee five (5) days prior to the date of the meeting at which the
2 removal is to be voted upon. Such notice to the trustee must state the cause for the proposed removal.
3

4 **Section 7.7.**

5 Unexcused absences from three (3) consecutive meetings of the Board of Trustees shall be due cause
6 for removal of the trustee by the Board of Trustees. Removal of a Board member because of excessive
7 absenteeism shall not require the 2/3 vote of the membership.
8

9 **Section 7.8.**

10 Any vacancies occurring on the Board of Trustees by reason of death, resignation or removal shall be
11 filled by the remaining trustees. In the event that such trustee is an officer, such selection shall be from
12 the membership at large. All other trustee vacancies shall be filled from the classification of which
13 they are representatives. Such appointee shall serve during the unexpired term of the trustee 's whose
14 position has become vacant.
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18 **ARTICLE VIII**

19 **OFFICERS, NOMINATIONS AND ELECTIONS**
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22 **Section 8.1.**

23 The officers of this organization shall be a President, a Vice President, a Secretary and Treasurer. All
24 officers shall be elected for a term of two (2) years. The President and Secretary shall be elected in
25 even numbered years; the Vice President and Treasurer to be elected in odd numbered years.
26

27 **Section 8.2.**

28 Nominations may be made by the nominating committee, but whether or not such nominating
29 committee is used, nominations shall be permitted from the floor at the meeting held to elect officers.
30

31 **Section 8.3.**

32 To be eligible for office, a member must be in good standing for one year immediately preceding the
33 election, except in the initial election held in this organization, and must qualify under the provisions
34 of Article V, Section 3-C.
35

36 **Section 8.4.**

37 Officers shall be elected by secret ballot vote, and the balloting shall be so conducted as to afford all
38 members a reasonable opportunity to vote. At least five (5) days advance notice shall be given the
39 membership prior to the holding of the election.
40

41 **Section 8.5.**

42 Every officer and trustee shall, upon assuming office, subscribe to the obligation of an officer and
43 trustee, 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 organization and of the Board of Trustees. The President 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 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 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 Board of Trustees may direct. The Vice President 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 Treasurer.

Section 9.3. 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 Board of Trustees may direct.

Section 9.4. Treasurer.

The Treasurer shall receive and be accountable for all funds and monies belonging to the organization; pay all obligations incurred by the organization in payment as authorized by the Board of Trustees; maintain bank accounts and depositories designated by the Board of Trustees; and such money shall be withdrawn only by checks signed by the President and/or Vice President and the Treasurer; and shall render periodical financial reports as required by the Board of Trustees or by the membership; and keep an accurate record of receipts and disbursements; and shall act as custodian of all properties of the organization.

ARTICLE X

MISCELLANEOUS PROVISIONS

Section 10.1.

This organization shall be at all times 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 organization shall have the power to act as agent for, or otherwise bind this organization 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

1 organization except to the extent specifically authorized in writing by the President or Board of
2 Trustees of the organization.

3
4 **Section 10.3.**

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

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11 **ARTICLE XI**

12 **COMMITTEES AND DELEGATES**

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15 **Section 11.1. Grievance Committee.**

16 A Grievance Committee shall be composed of the President or Vice President and at least one (1)
17 representative from the following types of schools:

- 18
19 A. Senior
20 B. Middle
21 C. Elementary/Satellite
22

23 **Section 11.2. Negotiating Committee.**

24 A Negotiating Committee shall be comprised of the President and one (1) representative from the
25 following types of schools:

- 26
27 A. Senior
28 B. Middle
29 C. Elementary/Satellite
30

31 **Section 11.3. Audit Committee.**

32 An Audit Committee shall be selected by the Board of Trustees.

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34 **Section 11.4. Other or Special Committees.**

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

37
38 **Section 11.5. Convention Delegates.**

39 Delegates shall be selected by the Board of Trustees.

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41 **Section 11.6. Nominating Committee.**

42 A Nominating Committee may be appointed by the Board of Trustees or elected to make nominations.

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44 Note: The Executive Board will stand in for positions left unfilled.
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ARTICLE XII

AMENDMENTS

Section 11.1.

These Bylaws may be amended by a two-thirds (2/3) majority vote of the membership at any regular or special meeting thereof; providing, that a notice of the intent to amend any specific provision be given to the members of the Board of Trustees at least five (5) days prior to the meeting at which said vote is to be taken.

BY: Stephanie Wright
Stephanie Wright, Chapter President

DATE: 12/5/18

Adopted by the membership this 10th day of June 1980.
Amended December 1989
Amended February 1996
Amended September 1, 2010
Amended November 1, 2018