

CHAPTER BYLAWS

MERIDIAN CLASSIFIED EMPLOYEES ASSOCIATION - MCEA

Public School Employees Of Washington

P. O. Box 798

Auburn, Washington 98071-0798

1.866.820.5652

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

2
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
6 of 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 an expression of citizenship in employment. Participation in the political life
11 of the nation, State, local municipalities, and school district is but another aspect of that citizenship.

12
13 In the same way that we organize 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.
15 Amidst unparalleled abundance, there should not be want.

16
17 We are under a solemn obligation to represent the members of this organization forcefully and
18 effectively in negotiations with the management of the Meridian School District and to conduct internal
19 organizational affairs according to democratic standards.
20
21
22

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

24
25 The name of this organization shall be Meridian Classified Employees Association (MCEA), an
26 affiliate of Public School Employees of Washington.
27
28
29

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 the Public School Employees of Washington on
34 September 30, 1999.
35
36
37
38
39
40
41
42
43
44
45
46
47

ARTICLE III

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

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 list shall be eligible for membership.

All persons regularly employed as classified employees (as defined by the Public Employees of Washington) by or in Meridian School District, and who are members of the Public School Employees of Washington, are eligible for membership in the organization.

Section 2. 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.

- 1 B. Members shall have the right to fair and democratic elections at all levels of the organization. This
2 includes due notice of nominations and elections, equal opportunities for competing candidates,
3 and proper election procedures which shall be specifically set forth.
4
- 5 C. Members shall have an equal right to run and hold office, except those persons set forth in RCW
6 41.56.030 Par. 2, a, b and c; and those employees classified either by State statute or appropriate
7 State regulatory agencies as being a "supervisory employee."
8
- 9 D. Members shall have the right to a full and clear accounting of all organizational funds. At all levels
10 such accounting shall include, but not be limited to, periodical reports to the membership by the
11 appropriate fiscal officers or by independent auditors not otherwise connected with the
12 organization, and a financial audit at least once a year which is made available to all members.
13
- 14 E. Members shall have the right to full participation, through discussion and vote, in the decision
15 making processes of the organization and to pertinent information needed for the exercises of this
16 right.
17

18 **Section 3. Dues.**

19

- 20 A. Dues Authorization Card. Dues shall be authorized by each employee by signing the three-part
21 dues authorization card supplied by PSE.
22
- 23 B. Public School Employees of Washington (State) Dues. The current State dues are one point five
24 percent (1.5%) of gross monthly income.
25
- 26 C. Meridian Classified Employee Association (Local) Dues. Annual local dues of twelve dollars
27 (\$12) per year, to be collected in June of each year.
28
29
30

31 **ARTICLE V**

32

33 **MEETINGS**

34

35 **Section 1.** General membership meetings of this organization shall be held at least two (2) times
36 annually at a time and place to be fixed by the membership of the Board of Trustees.
37

38 **Section 2.** Special meetings may be called by the President, the Board of Trustees, or by petition filed
39 with the President and signed by twenty percent (20%) of the members of this organization.
40

41 **Section 3.** The President shall provide at least five (5) working days notification to all members of any
42 meetings called. However, said five (5) working days notice may be waived by the Board of Trustees
43 provided that every reasonable effect is employed to notify the membership of the meeting.
44

45 **Section 4.** At any meeting of the membership of this organization, each member present shall be
46 entitled to one (1) vote. A member must be present to vote - no proxy vote will be allowed. All
47 organization business transactions and decisions will be decided by a majority vote of the members
48 present.

ARTICLE VI

MANAGEMENT

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

Section 2. The Board of Trustees shall be composed of the President, Vice President, Secretary/Treasurer and a unit representative (shop steward) elected by the following classification:

Classifications:

1. Secretaries
2. Paraeducators
3. Professional-Technical
4. Monitors

Section 3. The term of office of the trustees of this organization shall be for a period of one (1) year from the date of election, except as modified by Article VII, Section 1.

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

Section 5. Each member of the Board of Trustees shall process one (1) vote in matters coming before the Board. All voting at meetings of the Board of Trustees shall be by each member present in person, and voting by proxy shall not be allowed. Decisions on matters coming before the Board will be made by a majority vote of the members of the Board of Trustees present.

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

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

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

ARTICLE VII

OFFICERS, NOMINATIONS AND ELECTIONS

Section 1. The officers of this organization shall be a President, a Vice President, and a Secretary/Treasurer. All officers shall be elected for a term of one year, provided, that in the event of other units affiliating, there shall be a special election called within sixty (60) days of such affiliation. Elections shall be held during the month of May. Terms of office shall be from September 1 through August 31.

Section 2. Nominations may be made by the nominating committee, but whether or not such nominating committee is used, such nominations shall be permitted from the floor at the meeting held to elect officers.

Section 3. To be eligible for office, a member must be in good standing for one (1) year immediately preceding the election, except in the initial election held in this organization, and must qualify under the provisions of Article IV, Section 3-C.

Section 4. Officers shall be elected by secret ballot vote, and balloting shall be so conducted as to afford all members a reasonable opportunity to vote. At least ten (10) working days advance notice shall be given the membership prior to the holding of the election.

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

ARTICLE VIII

DUTIES OF OFFICERS

Section 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 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 Secretary. The Vice President shall also act as the membership officer for the Chapter.

1 **Section 3. Secretary/ Treasurer.** It shall be the duty of the Secretary/Treasurer to keep all records of
2 the organization, the Board of Trustees, and perform such other acts as the President and Board of
3 Trustees may direct. The Secretary/Treasurer shall receive and be accountable for all funds and monies
4 belonging to the organization; pay all obligations incurred by the organization in as authorized by the
5 Board of Trustees; maintain bank accounts and depositories designated by the Board of Trustees; and
6 such money shall be withdrawn only by checks signed by the President and/or Vice President and the
7 Secretary/Treasurer; and shall render periodical financial reports as required by the Board of Trustees
8 or by the membership; and keep an accurate record of receipts and disbursements; and shall act as
9 custodian of all properties of the organization.

10
11 **Section 4. Classification Representatives.** It shall be the responsibility of the Classification
12 Representatives to express to the Board of Trustees the needs, desires, and concerns of the members of
13 the classification. She/he will be responsible, along with the Grievance Committee, in advising an
14 employee about their contractual rights.

15 16 17 18 **ARTICLE IX**

19 20 **MISCELLANEOUS PROVISIONS**

21
22 **Section 1.** This organization shall be at all times subject to the provision of the Articles of
23 Incorporation and Bylaws of the Public School Employees of Washington.

24
25 **Section 2.** Except to the extent specified in the Bylaws, no officer of this organization shall have the
26 power to act as an agent for, or otherwise bind this organization in any way whatsoever. No member or
27 group of members or any other person or persons shall have the power to act on behalf or otherwise
28 bind the organization except to the extent specifically authorized in writing by the President or Board
29 of Trustees of the organization.

30
31 **Section 3.** The latest edition of **Robert's Rules of Order** shall be the guide in all cases in which they
32 are applicable, and in which they are not inconsistent with the Bylaws and special rules of this
33 organization or the Public School Employees of Washington.

34
35 **Section 4.** This organization shall continue until a majority of all members vote to dissolve the
36 organization.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47

ARTICLE X

COMMITTEES

Section 1. Grievance Committee. A Grievance Committee shall be composed of the President or Vice President and the three unit representatives.

Section 2. Negotiating Committee. A Negotiating Committee shall be composed of members of the Board of Trustees and two (2) members at large elected by the membership.

Section 3. Other Or Special Committees. The Board of Trustees shall designated such special committees as they determine necessary in the carrying out the objections and purposes of this organization.

ARTICLE XI

AMENDMENTS

Section 1. These Bylaws may be amended by a majority vote of the Board of Trustees 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 Board of Trustees at least five working (5) days prior to the meeting at which said vote is to be taken.

Adopted by the membership November 10, 1999.

Amended June 10, 2008.

Signed

Laney Brannen, Chapter President