

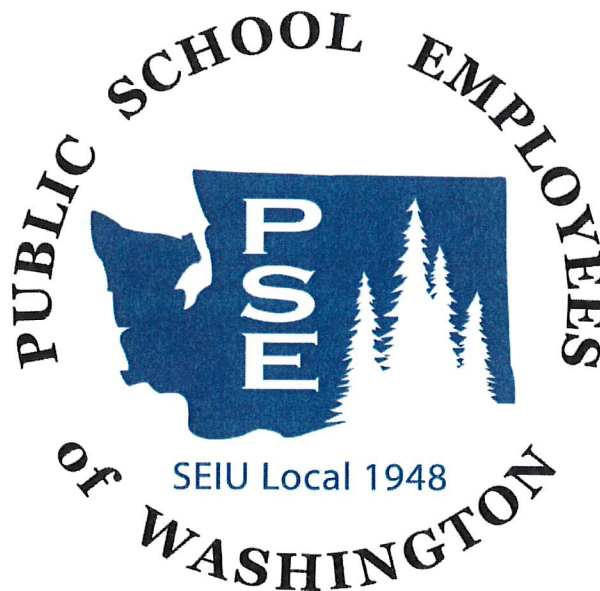
CHAPTER BYLAWS

Amended May 21, 2025

PUBLIC SCHOOL EMPLOYEES

OF

**MUKILTEO EDUCATIONAL SERVICES
PERSONNEL (MESP) #1104**



Public School Employees of Washington

P. O. Box 798

Auburn, Washington 98071-0798

1.866.820.5653

www.pseclassified.org

1 **PREAMBLE**

2
3 Employees organize primarily to secure better wages and better working conditions.

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

7
8 We are both employees and citizens.

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10 Collective bargaining is the 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 are organized to improve the terms and conditions of employment, we are
14 equally dedicated to exerting ourselves, individually and collectively, to fulfill the promise of American
15 life. Amidst unparalleled abundance, there should not be want.

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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 Mukilteo School District and to conduct internal
19 organizational affairs according to democratic standards.

20
21 THEREFORE, we, the Educational Services Personnel of Mukilteo School District, in meeting, adopt
22 these Bylaws this 26th day of May 1988.

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25 **ARTICLE I**

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27 The name of this organization shall be Mukilteo Educational Services Personnel (MESP).

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30 **ARTICLE II**

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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 Public School Employees of Washington on May 9,
34 1988.

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36 **ARTICLE III**

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

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41 **ARTICLE IV**

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43 The objectives and purposes of this organization are:

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45 A. To carry out and assist on a local basis the objectives and purposes of the Public School Employees
46 of Washington.

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48 B. To promote the organization of Public School Employees in the Mukilteo School District.

- 1 C. To promote the welfare of the membership of the Paraeducators of the Mukilteo School District, and
2 to provide a voice in the determination of the terms and conditions of employment. We are
3 committed to the process of collective bargaining as a desirable, democratic, and effective method to
4 achieve this.
5
6 D. To promote and provide systematic and effective employee management through collective
7 bargaining; to confer and negotiate in good faith, with respect to grievance procedures and collective
8 negotiations on personnel matters, including wages, hours and working conditions, vacations,
9 holidays, and other conditions of employment for the Paraeducators of Mukilteo School District.
10
11 E. Both as members and as citizens, we shall also employ available legislative and political action to
12 establish adequate financial provisions for the improvement of public school education and equitable
13 consideration for the classified school employees from the State Legislators.
14
15 F. To establish better fellowship and understanding among classified school employees and to strive for
16 their overall betterment through training, legislation, and Association benefits.
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19 ARTICLE V

20 MEMBERSHIP

21 Section 1. Eligibility.

22 Except as otherwise provided in these Bylaws, any person without regard to race, creed, color, national
23 origin, sex, or political belief, who meets the requirements hereinafter listed shall be eligible for
24 membership.
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- 28 A. All persons regularly employed as Paraeducators in Mukilteo School District, and who are members
29 of the Public School Employees of Washington, are eligible for membership in the organization.
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31 Section 2. Local Dues.

- 32 A. Application for membership shall be made on a standard application form provided by the Board of
33 Trustees. Unless such form includes a valid authorization for payroll deduction of dues, the
34 application shall be accompanied by the current month's dues.
35
36 B. Membership dues of this organization shall be one dollar (\$1.00) per month.
37
38 C. Membership dues shall be payable monthly, directly withdrawn by Mukilteo School District and
39 reimbursed to MESP.
40
41 D. When a member is unemployed for more than twenty (20) days in any calendar month and does not
42 receive unemployment compensation or sick pay or other remuneration, they may be entitled to
43 credit for dues for the period of unemployment, not to exceed six (6) months in any calendar year.
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45 E. Membership dues are not refundable except where an error resulting in an overpayment exists.
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1 **Section 3. Rights.**

- 2 A. Members shall suffer no impairment of freedom of speech concerning the operations of this
3 organization. Active discussions of organizational affairs shall be encouraged and protected within
4 this organization.
- 5
- 6 B. Members shall have the right to fair and democratic elections at all levels of the organization. This
7 includes due notice of nominations and elections, equal opportunities for competing candidates, and
8 proper election procedures which shall be specifically set forth.
- 9
- 10 C. Members shall have an equal right to run and hold office, except those persons set forth in
11 RCW 41.56.030 Paragraph 12, a, b and c, and those employees classified either by State statute or
12 appropriate State regulatory agencies as being a "supervisory employee."
- 13
- 14 D. Members shall have the right to a full and clear accounting of all organizational funds. Such
15 accounting shall include, but not be limited to, periodical reports to the membership by appropriate
16 fiscal officers or by independent auditors not otherwise connected with the organization, and a
17 financial audit at least once every two (2) years which is made available to all members. A financial
18 audit may be completed every year at the request of the membership.
- 19
- 20 E. Members shall have the right to full participation through discussion and voting, in the decision-
21 making processes of the organization and to pertinent information needed for the exercise of this
22 right.
- 23
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25 **ARTICLE VI**

26 **MEETINGS**

27 **Section 1.**

28 General membership meetings of this organization shall be held at least four (4) times annually at a time
29 and place to be fixed by the Executive Board. Meetings may be held online when deemed appropriate
30 by the Executive Board.

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34 **Section 2.**

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

37

38 **Section 3.**

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

42

43 **Section 4.**

44 At any meeting of the membership of this organization, each member present shall be entitled to one (1)
45 vote. A member must be present in person or online (with camera on) to vote - no proxy vote will be
46 allowed. A minimum of fifteen (15) members must be present in person or online (with camera on) to
47 constitute a quorum before any organization business may be transacted. If a meeting fails to attain a
48 quorum, the subsequent scheduled meeting shall have a quorum consisting of members present provided
49 that official notification of that meeting is provided.

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ARTICLE VII

CHAPTER ORGANIZATION

Section 1.

The business and property of this organization shall be managed by a 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 Executive Board shall be composed of the President and/or Co-President, Vice President and/or Co-Vice President, Secretary and Treasurer.

Section 3.

The Board of Trustees shall be composed of the Executive Board and one (1) representative each from elementary school, middle school, high school, and specialized programs comprised of Early Childhood and Assistance Program (ECEAP), Community Based Transition Center (CBTC) and Sno-Isle TECH Skills Center (Sno-Isle).

Section 4.

The four (4) level representatives shall be as follows: one (1) representative for all elementary schools, one (1) representative for all middle schools, one (1) representative for all high schools, and one (1) representative for all specialized programs (comprised of ECEAP, CBTC and Sno-Isle). The representatives would be on a volunteer basis. Should there be more than one (1) volunteer for a position, an election will be held to determine who would be the level representative. Each level representative shall serve a term of two (2) years, at which time a new volunteer representative will be sought from the level being vacated.

Section 5.

The Executive Board shall meet at least one (1) time during the school year, and other times as the President or the Board shall deem necessary.

Section 6.

Each member of the Board of Trustees shall possess one (1) vote on matters coming before the Board. All voting at meetings of the Board of Trustees shall be by each member present in person or online (with camera on), and voting by proxy shall not be allowed, except that a designated alternate from the same building may act in a level representative's absence. Honoring the confidentiality of information shared in meetings of the Board of Trustees shall be upheld by all members. A majority of the members of the Board of Trustees shall constitute a quorum.

Section 7.

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. Conditions of removal may include, but are not limited to, breach of confidentiality of information shared in Board of Trustees meetings. Notice of the proposed removal of the 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.

1
2 **Section 8.**

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

7 **Section 9.**

8 Any vacancies occurring on the Board of Trustees by reason of death, resignation or removal shall be
9 filled by the remaining Trustees. In the event that such trustee is an officer, such selection shall be from
10 the membership at large. All other Trustee vacancies shall be filled from the level of which they are
11 representative. Such appointee shall serve during the unexpired term of the Trustee whose position has
12 become vacant.
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15 **ARTICLE VIII**

16 **OFFICERS, NOMINATIONS AND ELECTIONS**
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19 **Section 1.**

20 The Officers of this organization shall be a President and/or Co-Presidents, a Vice President and/or Co-
21 Vice Presidents, a Secretary, and a Treasurer. Each officer shall be elected for a term of two (2) years.
22

23 **Section 2.**

24 Nominations may be made by the Nominating Committee, but whether or not such a Nominating
25 Committee is used, nominations shall be permitted from the floor at the meeting held to elect officers. If
26 nominated from the floor, a member must be present in person or online (with camera on) to accept or
27 decline the nomination. All candidates must accept the nomination but need not be present at the
28 election.
29

30 **Section 3.**

31 To be eligible for office, a member must be in good standing for one (1) year immediately preceding the
32 election, and must qualify under the provisions of Article V, Section 3C.
33

34 **Section 4.**

35 Officers shall be elected by secret ballot vote, and the balloting shall be conducted to afford all members
36 present a reasonable opportunity to vote. At least ten (10) days advance notice shall be given to the
37 membership prior to the holding of the election.
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39 **Section 5.**

40 Every Officer and Trustee shall, upon assuming office, subscribe to the obligation of an Officer and
41 Trustee contained in these Bylaws.
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ARTICLE IX

DUTIES OF OFFICERS

Section 1. President and/or Co-President.

The President and/or Co-President shall preside at all meetings of the organization and of the Board of Trustees. The President and/or Co-President shall supervise all activities of the organization; execute all instruments in its behalf; countersign 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 and Co-President's official acts; perform all other duties as prescribed in the Bylaws and perform such other duties usually inherent in such office.

The President shall receive an honorarium stipend in the amount of one hundred dollars (\$100) per month. In the event of Co-Presidents, the honorarium shall be equally shared. The honorarium will be reviewed annually by the Board of Trustees.

Section 2. Vice President and/or Co-Vice President.

The Vice President and/or Co-Vice President shall act for the President and/or Co-President in the President's and Co-President's absence and perform such other acts as the President or Co-Presidents or Board of Trustees may direct. The Vice President and/or Co-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 and/or Co-President or Secretary.

The Vice President shall receive an honorarium stipend in the amount of fifty dollars (\$50) per month. In the event of Co-Vice Presidents, the honorarium shall be equally shared. The honorarium will be reviewed annually by the Board of Trustees.

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/or Co-President and Board of Trustees may direct.

The Secretary shall receive an honorarium stipend in the amount of fifty dollars (\$50) per month. The honorarium will be reviewed annually by the Board of Trustees.

Section 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 by checks signed by the President and/or Co-President and/or Vice President and/or Co-Vice President and the Treasurer or by electronic bank transaction (debit) card as needed by the President and/or Co-President or Treasurer for the Union's Annual Convention and Legislative Conference registration fees and hotel expenses; 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.

The Treasurer shall receive an honorarium stipend in the amount of fifty dollars (\$50) per month. The honorarium will be reviewed annually by the Board of Trustees.

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ARTICLE X

MISCELLANEOUS PROVISIONS

Section 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.

Section 2.

Except to the extent specified in the Bylaws, no Officer of this organization shall have the power to act as an 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 organization except to the extent specifically authorized in writing by the President or Board of Trustees of the organization.

Section 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 organization or of the Public School Employees of Washington.

ARTICLE XI

COMMITTEES AND DELEGATES

Section 1. Grievance Committee.

A Grievance Committee shall be composed of the Executive Board and the Building Representative involved.

Section 2. Negotiating Committee.

For completion of the initial Collective Bargaining Agreement, the Board of Trustees shall serve as the Negotiating Committee. After that, the following procedures shall apply: The Negotiating Committee shall consist of five (5) elected members and the Chapter President or Co-Presidents. If possible, elected members shall preferably represent the following five (5) areas: one (1) representative for all elementary schools, one (1) representative for all middle schools, one (1) representative for all high schools, one (1) representative for all specialized programs (comprised of ECEAP, CBTC, and Sno-Isle), and one (1) representative for all special education programs. Negotiating Committee members shall be elected in or before January of each contract expiration year. Committee meetings shall be established through collaboration by all committee members. Honoring the confidentiality of information shared in meetings of the Negotiating Committee shall be upheld by all members. Elected Negotiating Committee members may be removed for non-attendance of two (2) meetings without communication or for three (3) missed meetings. Conditions of removal may also include breach of confidentiality of information shared in meetings of the Negotiating Committee. In the event a vacancy occurs, the vacancy may be filled by the Board of Trustees until the next election. Available training shall be provided.

Section 3. Member Engagement Committee.

A Member Engagement Committee shall be selected by the Executive Board from available volunteers. The Committee will elect a Chairperson. The Member Engagement Committee shall be responsible for attending New Employee Orientations (NEO's) to represent Mukilteo MESP and recruit new hires,

1 contact new hires not attending NEO's, communicate with Building Reps, reconcile the membership
2 roster from the District's HR with the list from PSE, help organize membership events, and manage the
3 Mukilteo MESP Chapter member list for correspondence purposes. Available training shall be provided.
4

5 **Section 4. Audit Committee.**

6 An Audit Committee shall be selected by the Board of Trustees.
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8 **Section 5. Other or Special Committees.**

9 The Board of Trustees shall designate such special committees as they determine necessary in the
10 carrying out of the objectives and purposes of this organization.
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12 **Section 6. Convention Delegates.**

13 Delegates shall be elected by the membership.
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16 **ARTICLE XII**

17 **AMENDMENTS**
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20 **Section 1.**

21 These Bylaws may be amended by a majority vote of the Board of Trustees at any regular or special
22 meeting thereof; providing that notice of the intent to amend any specific provision be given to the
23 members of the Board of Trustees at least five (5) days prior to the meeting at which said vote is to be
24 taken. All amendments must be approved by a majority vote of the general membership at a chapter
25 meeting prior to taking effect.
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27

28 BY: Kathy Rounds
29 Kathy Rounds (Jun 24, 2025 16:59 PDT)
30 Kathy Rounds, Chapter Secretary
31

32 DATE: 06/24/2025
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36 Adopted by the membership this 26th day of May 1988

37 Amended by the membership May 16, 1989

38 Amended by the membership June 5, 1998

39 Amended by the membership March 17, 2011

40 Amended by the membership December 15, 2022

41 Amended by the membership February 6, 2023

42 Amended by the membership February 6, 2024

43 Amended by the membership May 21, 2025
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