

CHAPTER BYLAWS

NORTH BEACH



Public School Employees of Washington / SEIU LOCAL 1948

PO Box 798

Auburn, WA 98071-0798

1.866.820.5652

Table of Contents

	<u>Page</u>
PREAMBLE	1
ARTICLE I NAME	1
ARTICLE II AFFILIATION	1
ARTICLE III CONTINUATION OF ORGANIZATION	1
ARTICLE IV OBJECTIVES AND PURPOSES	2
ARTICLE V MEMBERSHIP	2
ARTICLE VI MEETINGS	3
ARTICLE VII MANAGEMENT	4
ARTICLE VIII OFFICERS, NOMINATIONS AND ELECTIONS	5
ARTICLE IX DUTIES OF OFFICERS	6
ARTICLE X MISCELLANEOUS PROVISIONS	6
ARTICLE XI COMMITTEES AND DELEGATES	7
ARTICLE XII AMENDMENTS	8

1 **PREAMBLE**

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

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

8
9 We are both employees and citizens.

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

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

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

21
22 THEREFORE, we, the classified school employees of North Beach School District, in meeting, adopt
23 these bylaws this 27th day of February 1973.

24
25 **ARTICLE I**

26
27
28 The name of this organization shall be the Public School Employees of North Beach School District.

29
30 **ARTICLE II**

31
32
33 This local organization shall be affiliated with and be a chapter of the Public School Employees of
34 Washington. This organization was chartered by Public School Employees of Washington on
35 February 27, 1973.

36
37 **ARTICLE III**

38
39
40 This organization shall continue until a majority of all of the members vote to dissolve the
41 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

ARTICLE IV

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 North Beach School District.
- C. To promote the welfare of the membership and the classified employees of the North Beach 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 North Beach 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

35
36
37
38
39
40
41
42
43
44

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 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) by or in North Beach School District, and who are members of the Public School Employees of Washington, are eligible for membership in the organization.

Section 2. Dues.

- A. Application for membership shall be made on a standard application form provided by the Board of Trustees, such form includes a valid authorization for payroll deduction of dues.

- 1
- 2 B. Local membership dues of this organization (PSE of North Beach) shall be one tenth of one
- 3 percent (.1%) (.0010) per month, payable through a system of regular payroll deduction.
- 4
- 5 C. Membership dues are not refundable except where an error resulting in an overpayment
- 6 exists.
- 7

8 **Section 3. Rights.**

9

- 10 A. Members shall suffer no impairment of freedom of speech concerning the operations of this
- 11 organization. Active discussions of organization affairs shall be encouraged and protected
- 12 within this organization.
- 13
- 14 B. Members shall have the right to fair and democratic elections at all levels of the organization.
- 15 This includes due notice of nominations and elections, equal opportunities for competing
- 16 candidates, and proper election procedures which shall be specifically set forth.
- 17
- 18 C. Members shall have an equal right to run and hold office, except those persons set forth in
- 19 RCW 41.56.030 Par. 2, a, b and c; and those employees classified either by state statute or
- 20 appropriate state regulatory agencies as being a "supervisory employee."
- 21
- 22 D. Members shall have the right to a full and clear accounting of all organizational funds. At all
- 23 levels such accounting shall include, but not be limited to, periodical reports to the
- 24 membership by appropriate fiscal officers or by independent auditors not otherwise connected
- 25 with the organization, and a financial audit at least once a year which is made available to all
- 26 members.
- 27
- 28 E. Members shall have the right to full participation, through discussion and vote, in the
- 29 decision making processes of the organization and to pertinent information needed for the
- 30 exercises of this right.
- 31

32 **ARTICLE VI**

33

34 **MEETINGS**

35

36

37 **Section 1.**

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

39 place to be fixed by the membership or the Board of Trustees.

40

41 **Section 2.**

42 Special meetings may be called by the president, the Board of Trustees, or by petition filed with the

43 president and signed by twenty percent (20%) of the members of this organization.

44

45 **Section 3.**

46 The president shall provide at least five (5) days notification to all members of any meeting called.

47 However, said five (5) days notice may be waived by the Board of Trustees provided that every

48 reasonable effort is employed to notify the membership of the meeting.

1 **Section 4.**

2 At any meeting of the membership of this organization, each member present shall be entitled to one
3 vote. Normally a member must be present to vote - no proxy vote will be allowed. Members present
4 shall constitute a quorum.

5
6 The executive board may make arrangements to allow members to vote on specific items who are
7 unable to attend due to district employment needs or personal family issues.
8

9
10 **ARTICLE VII**

11 **MANAGEMENT**

12
13
14 **Section 1.**

15 The business and property of this organization shall be managed by a Board of Trustees, except when
16 the meetings of the organization are in session. All matters affecting the purposes, aims and means of
17 accomplishing the purposes of this organization, not specifically provided for in these bylaws or by
18 action of the members at a regular or special meeting shall be decided by the Board of Trustees.
19

20 **Section 2.**

21 The Board of Trustees shall be composed of the president, vice president, secretary, treasurer and a
22 unit representative elected by the unit from each of the following classifications of employees of the
23 school district.

- 24
25 ➤ Custodial/maintenance/grounds
26 ➤ Paraeducator
27 ➤ Secretarial/clerical
28 ➤ Food Service
29 ➤ Transportation

30
31 In the event the Board of Trustees is not representative of a school building in the North Beach School
32 District an additional trustee shall be created to provide such representation.

- 33
34 Building Reps: 1. Ocean Shores Elementary
35 2. North Beach Junior High and Senior High
36 3. Pacific Beach Elementary
37 4. Bus Garage

38 **Section 3.**

39 The term of office of the trustees of this organization shall be for a period of one (1) year from the date
40 of election.
41

42 **Section 4.**

43 The Board of Trustees shall hold regular meetings as needed, and such special meetings as the
44 president or the board shall deem necessary for the competent management of affairs of the
45 organization.
46
47

1 **Section 5.**

2 Each member of the Board of Trustees shall possess one (1) vote in matters coming before the board.
3 All voting at meetings of the Board of Trustees shall be by each member present in person and voting
4 by proxy shall not be allowed. Members present of the Board of Trustees shall constitute a quorum.
5

6 **Section 6.**

7 Any trustee may be removed from office by a two-thirds (2/3) majority vote of the membership present
8 at any regular or special meeting of the membership of the organization. Notice of the proposed
9 removal of the trustee must be given to the trustee five (5) days prior to the date of the meeting at
10 which the removal is to be voted upon. Such notice to the trustee must state the cause for the proposed
11 removal.
12

13 **Section 7.**

14 Any vacancies occurring on the Board of Trustees by reason of death, resignation or removal shall be
15 filled by the remaining trustees. In the event that such trustee is an officer, such selection shall be from
16 the membership at large. All other trustees' vacancies shall be filled from the classification of which
17 they are representatives. Such appointee shall serve during the unexpired term of the trustee whose
18 position has become vacant.
19
20

21 **ARTICLE VIII**

22 **OFFICERS, NOMINATIONS AND ELECTIONS**

23 **Section 1.**

24 The officers of this organization shall be a president, a vice president, a secretary and treasurer. The
25 term of office shall be for a period of two (2) years, with the exception that, for the 2005 election, the
26 president and the secretary will be elected for a term of two (2) years, and the vice president, and the
27 treasurer, will be elected for a term of one (1) year. Thereafter, the president and the secretary will be
28 elected in even numbered years, and the vice president, and the treasurer will be elected in odd
29 numbered years.
30
31

32 **Section 2.**

33 Nominations may be made by the nominating committee, but whether or not such nominating
34 committee is used, nominations shall be permitted from the floor at the meeting held to elect officers.
35
36

37 **Section 3.**

38 To be eligible for office, a member must be in good standing immediately preceding the election and
39 must qualify under the provisions of Article V, Section 3-C.
40

41 **Section 4.**

42 Officers shall be elected at the April meeting by secret ballot vote and the balloting shall be so
43 conducted as to afford all members a reasonable opportunity to vote. At least ten (10) days advance
44 notice shall be given the membership prior to the holding of the election. These officers shall assume
45 office on election. If there is only one nominee for a position, they will be considered to be elected and
46 there will be no balloting.
47

1 **Section 5.**

2 Every officer and trustee shall, upon assuming office, subscribe to the obligation of an officer and
3 trustee, contained in these bylaws.
4
5
6

7 **ARTICLE IX**

8
9 **DUTIES OF OFFICERS**
10

11 **Section 1. President.**

12 The president shall preside at all meetings of the organization and of the Board of Trustees. He/she
13 shall supervise all activities of the organization; execute all instruments in its behalf; counter-sign all
14 checks drawn against the fund of the organization; appoint all special committees of the organization
15 subject to the approval of the Board of Trustees; report periodically to the membership regarding the
16 progress and standing of the organization in regard to the president's official acts; perform all other
17 duties as prescribed in the bylaws and perform such other duties usually inherent in such office.
18

19 **Section 2. Vice President.**

20 The vice president shall act for the president in his/her absence and perform such other acts as the
21 president or Board of Trustees may direct. The vice president may be authorized, by the Board of
22 Trustees, to act as a co-signer of checks drawn on the funds of the organization in place of or in
23 addition to either the president or secretary.
24

25 **Section 3. Secretary.**

26 It shall be the duty of the secretary to keep all records of the organization, the Board of Trustees, and to
27 perform such other acts as the president and Board of Trustees may direct.
28

29 **Section 4. Treasurer.**

30 The treasurer shall receive and be accountable for all funds and monies belonging to the organization;
31 pay all obligations incurred by the organization in payment as authorized by the Board of Trustees;
32 maintain bank accounts and depositories designated by the Board of Trustees; and such money shall be
33 withdrawn only by checks signed by the president and/or vice president and the treasurer or secretary;
34 and shall render periodical financial reports as required by the Board of Trustees or by the
35 membership; and keep an accurate record of receipts and disbursements; and shall act as custodian of
36 all properties of the organization.
37

38 **ARTICLE X**

39
40 **MISCELLANEOUS PROVISIONS**
41

42
43 **Section 1.**

44 This organization shall be at all times subject to the provisions of the Articles of Incorporation and
45 Bylaws of the Public School Employees of Washington. State bylaws shall always supersede local
46 bylaws where conflict exists.
47

1 **Section 2.**

2 Except to the extent specified in the bylaws, no officer of this organization shall have the power to act
3 as agent for, or otherwise bind this organization in any way whatsoever. No member or group of
4 members or any other person or persons shall have the power to act on behalf of or otherwise bind the
5 organization except to the extent specifically authorized in writing by the president or Board of
6 Trustees of the organization.

7 **Section 3.**

8 This chapter shall send to the PSE state office a list of names and addresses of its Board of Trustees
9 and members, together with other information required by PSE and shall notify PSE of all changes in
10 board members, members, and addresses.

11
12 **Section 3.1.**

13 Original signed copies of all documents pertaining to issues outlined in Section 7.3 shall be
14 submitted to the regional service center, who will then forward the original to state
15 headquarters after appropriate copies have been made.

16
17 **Section 4.**

18 Robert's Rules of Order, Revised, shall be the guide in all cases in which they are applicable, and in
19 which they are not inconsistent with the constitution, bylaws and special rules of this organization or of
20 the Public School Employees of Washington.

21
22 **Section 5.**

23 Delegates to the state convention will be elected as provided in the PSE State bylaws. The Executive
24 Board and the membership will determine the number of delegates to be sent. The chapter will also
25 send representatives to other PSE events and trainings. The chapter will pay the reasonable costs of
26 rooms meals and travel expenses when the event/travel has been pre-authorized by the Chapter
27 Executive Board. The Executive Board will from time to time adopt guidelines for meal and expense
28 reimbursement.

29
30
31 **ARTICLE XI**

32
33 **COMMITTEES AND DELEGATES**

34
35 **Section 1. Grievance Committee.**

36 A Grievance Committee shall be composed of the president or vice president and at least one unit
37 representative from each represented unit of the chapter.

38
39 **Section 2. Negotiating Committee.**

40 A Negotiating Committee shall be selected by the Board of Trustees.

41
42 **Section 3. Audit Committee.**

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

44
45 **Section 4. Other Or Special Committees.**

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

1 **Section 5. Convention Delegates.**

2 Delegates shall be elected by a secret ballot vote of the membership.

3
4 **Section 6. Nominating Committee.**

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

6
7
8
9 **ARTICLE XII**

10
11 **AMENDMENTS**

12
13 **Section 1.**

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

18
19
20
21
22 BY: /signature document on file/
23 Sabrina Carmichael, Chapter President

24
25
26 DATE: September 8, 2017

- 27
28
29
30 Adopted February 27, 1973.
31 Amended April 15, 1985.
32 Standing Rules adopted April 15, 1985, attached.
33 Standing Rules deleted February 9, 1993.
34 Amended February 9, 1993.
35 Amended November 18, 1998.
36 Amended May 7, 2003.
37 Amended March 9, 2005.
38 Amended June 11, 2007.
39 Amended May 21, 2013.
40 Amended January 23, 2014
41 Amended April 12, 2016