

CHAPTER BYLAWS

NORTHPORT PSE



Public School Employees of Washington/SEIU Local 1948

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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 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 exert ourselves, individually and collectively, to fulfill the promise of American
15 life. Amidst unparalleled abundance, there should not be want.

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

20
21 THEREFORE, we the classified school employees of Northport School District, in meeting, adopt
22 these Bylaws this 6th day of October, 1987.

23
24 **N A M E**

25
26 The name of this chapter shall be Public School Employees of Northport and shall be an affiliate of
27 Public School Employees of Washington/SEIU Local 1948, a not for profit 501(c) labor organization
28 operating under the laws of Washington State. This chapter was chartered June 24, 1985. This chapter
29 shall continue until a majority of all members vote to dissolve the chapter.

30
31
32 **O B J E C T I V E S & P U R P O S E S**

33
34 The objectives and purposes of this organization are:

- 35 • To carry out and assist on a local basis the objectives and purposes of the Public School
36 Employees of Washington/SEIU Local 1948.
- 37
38 • To promote the organization of Public School Employees in the Northport School District.
- 39
40 • To promote the welfare of the membership and the classified employees of the Northport
41 School District, and to provide a voice in the determination of the terms and conditions of
42 employment. We are committed to the process of collective bargaining as a desirable,
43 democratic, and effective method to achieve this.
- 44
45 • To promote and provide systematic and effective employee management through collective
46 bargaining; to confer and negotiate in good faith, with respect to grievance and working
47 conditions, vacations, holidays, and other conditions of employment for the classified
48 employees of Northport School District.



- 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.
- To establish better fellowship and understanding among classified school employees and to strive for their overall betterment through training, legislation, and Association benefits.

ARTICLE I
MEMBERSHIP

Section 1.1. 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.

All persons regularly employed as a classified school employee (as defined by the Public School Employees of Washington/SEIU Local 1948) by or in Northport School District, and who are members of the Public School Employees of Washington/SEIU Local 1948, are eligible for membership in the organization.

Section 1.2. Local Dues.

Section 1.2.1.

Membership dues of this organization shall be five dollars (\$5.00) per year.

Section 1.2.2.

Membership dues shall be paid annually to the chapter treasurer every October or within thirty (30) days of hire. Any member who fails to pay dues shall be considered delinquent and shall stand suspended. (Not a member in good standing)

Section 1.2.3.

A member suspended under the above section may be reinstated to membership in the organization upon payment of all arrears or upon payment of a reinstatement fee of five dollars (\$5.00), plus current annual dues.

Section 1.2.4.

Membership dues are not refundable except where an error resulting in an overpayment exists.

Section 1.3. Rights.

Section 1.3.1.

Members in good standing 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 **Section 1.3.2.**

2 Members in good standing shall have the right to fair and democratic elections at all levels of
3 the organization. This includes due notice of nominations and elections, equal opportunities for
4 competing candidates, and proper election procedures which shall be specifically set forth.

5
6 **Section 1.3.3.**

7 Members in good standing shall have an equal right to run and hold office, except those
8 persons set forth in RCW 41.56.030 Par. 2, a, b, and c; and those employees classified either by
9 State statute or appropriate State regulatory agencies as being a "supervisory employee."

10
11 **Section 1.3.4.**

12 Members in good standing shall have the right to a full and clear accounting of all
13 organizational funds. At all levels such accounting shall include, but not be limited to,
14 periodical reports to the membership by appropriate fiscal officers or by independent auditors
15 not otherwise connected with the organization, and a financial audit at least once a year which
16 is made available to all members.

17
18 **Section 1.3.5.**

19 Members in good standing shall have the right to full participation, through discussion and
20 vote, in the decision-making process of the organization and to pertinent information needed
21 for the exercise of this right.

22
23 **Section 1.3.6.**

24 Only members in good standing shall be allowed to vote.

25
26 **ARTICLE II**

27
28 **MEETINGS**

29
30 **Section 2.1.**

31 General membership meetings of this organization shall be held at least four (4) times annually at a
32 time and place to be fixed by the membership or the Board of Trustees.

33
34 **Section 2.2.**

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

38
39 **Section 2.3.**

40 The President or Co-President(s) shall provide at least five (5) days notification to all members of any
41 meeting called. However, said five (5) days notice may be waived, provided that every reasonable
42 effort is employed to notify the membership of the meeting.

43
44 **Section 2.4.**

45 At any meeting of the membership of this organization, each member present shall be entitled to one
46 vote. Members in good standing must be present to vote - no proxy vote will be allowed. Five (5)
47 members must be present to constitute a quorum. Once a quorum is established, a simple majority of
48 those present is needed to decide matters that come before the body.



ARTICLE III
MANAGEMENT

Section 3.1.

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 in good standing at a regular or special meeting shall be decided by the Board of Trustees.

Section 3.2.

The Board of Trustees shall be composed of the President or Co-President(s), Vice President, Secretary, and Treasurer.

Section 3.3.

The term of office of the trustees of this organization shall be for a period of two (2) years from the date of election.

Section 3.4.

The Board of Trustees shall hold regular meetings every other month and such special meetings as the President or the Board shall deem necessary for the competent management of affairs of the organization.

Section 3.5.

Each member of the Board of Trustees shall possess 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. A majority of the members of the Board of Trustees shall constitute a quorum.

Section 3.6.

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

Section 3.7.

Unexcused absences from three (3) consecutive meetings of the Board of Trustees shall be due cause for removal of the trustee. Removal of a Board member because of excessive absenteeism shall require two-thirds (2/3) vote of membership.

Section 3.8.

Any vacancies occurring on the Board of Trustees by reason of death, resignation or removal shall be filled by selection from the membership at large by election. Such trustee shall serve during the unexpired term of the trustee whose position has become vacant.



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ARTICLE IV

OFFICERS, NOMINATIONS AND ELECTIONS

Section 4.1.

The officers of this organization shall be a President or Co-President(s), a Vice President, a Secretary, and Treasurer. All officers shall be elected for a term of two (2) years. Elections shall be held in October. Elections for President or Co-President(s) and Treasurer shall be in even numbered years. Elections for Vice President, Secretary and Membership Officer shall be in odd numbered years.

Section 4.2.

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

Section 4.3.

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 the organization, and must qualify under the provisions of Article V, Section 3-C.

Section 4.4.

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

Section 4.5.

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

ARTICLE V

DUTIES OF OFFICERS

Section 5.1. President.

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

Section 5.2. 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.



1 **Section 5.3. Secretary.**

2 It shall be the duty of the Secretary to keep all records of the organization, the Board of Trustees, and
3 to perform such other acts as the President or Co-President(s) and Board of Trustees may direct.
4

5 **Section 5.4. Treasurer.**

6 The Treasurer shall receive and be accountable for all funds and monies belonging to the organization;
7 pay all obligations incurred by the organization in payment as authorized by the Board of Trustees;
8 maintain bank accounts and depositories designated by the Board of Trustees; and such money shall be
9 withdrawn only by checks signed by the President or Co-President(s) and/or Vice President and the
10 Treasurer; and shall render periodical financial reports as required by the Board of Trustees or by the
11 membership; and keep an accurate record of receipts and disbursements; and shall act as custodian of
12 all properties of the organization.
13

14 **Section 5.5. Membership Officer.**

15 The Membership Officer shall maintain a current and accurate list of members of the chapter. The
16 Membership Officer will meet and greet all new PSE employees and shall inform them of the benefits
17 and rights they now have as a member and as a Member in Good Standing of this chapter. He/she will
18 also perform other such official functions as the President and Executive Board may direct.
19
20

21 **ARTICLE VI**

22 **MISCELLANEOUS PROVISIONS**

23 **Section 6.1.**

24 This organization shall be at all times subject to the provisions of the Articles of Incorporation and
25 Bylaws of the Public School Employees of Washington/SEIU Local 1948.
26
27

28 **Section 6.2.**

29 Except to the extent specified in the Bylaws, no officer of this organization shall have the power to act
30 as an agent for, or otherwise bind this organization in any way whatsoever. No member or group of
31 members or any other person or persons shall have the power to act on behalf of or otherwise bind the
32 organization except to the extent specifically authorized in writing by the President or Co-President(s)
33 or Board of Trustees of the organization.
34
35

36 **Section 6.3.**

37 The latest edition of Robert's Rules of Order may be the guide in all cases in which they are applicable,
38 and in which they are not inconsistent with the Constitution, Bylaws and special rules of this
39 organization or of the Public School Employees of Washington/SEIU Local 1948.
40
41

42 **ARTICLE VII**

43 **COMMITTEES AND DELEGATES**

44 **Section 7.1. Grievance Committee.**

45 A Grievance Committee shall be composed of the Vice President and at least one (1) member of the
46 chapter appointed by the President or Co-President(s).
47
48



1 **Section 7.2. Negotiating Committee.**

2 A Negotiating Committee shall consist of the President or Co-President(s) and at least one (1) member
3 of the chapter.

4
5 **Section 7.3. Audit Committee.**

6 An Audit Committee shall be selected by the Board of Trustees. An audit of the chapter treasury shall
7 be done once a year by October 15.

8
9 **Section 7.4. Other or Special Committees.**

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

12
13 **Section 7.5. Convention Delegates.**

14 Delegates shall be selected by a majority vote at a regular or special meeting of the organization.
15 Election shall be by secret ballot.

16
17 **Section 7.6. Nominating Committee.**

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

19
20 **Section 7.7. School Calendar Committee.**

21 The school district requires two (2) chapter members to sit on the School Calendar Committee to
22 represent the classified staff.

23
24
25 **ARTICLE VIII**

26
27 **AMENDMENTS**

28
29 **Section 8.1.**

30 These Bylaws may be amended by a majority vote of the membership at any regular or special meeting
31 thereof; providing, that a notice of the intent to amend any specific provision be given to the members
32 at least five (5) days prior to the meeting at which said vote is to be taken.

33
34
35 Teresa Wilson

36 Teresa Wilson, Chapter Secretary

37
38 1-17-2024

39 Date

40
41 Z. M. Halte

42 Nahani Halbert, Chapter President

43
44 17 Jan 24

45 Date

46 Adopted October 7, 1987
47 Amended February 18, 2009
48 Amended January 17, 2019
Amended January 9, 2024

