

CHAPTER BYLAWS

OCOSTA PUBLIC SCHOOL EMPLOYEES



Public School Employees of Washington / SEIU LOCAL 1948

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1 **PREAMBLE**

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

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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.

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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 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 forcefully and
18 effectively in negotiations with the management of the Ocosta School District and to conduct internal
19 organizational affairs according to democratic standards.

20
21 THEREFORE, we, the classified school employees of Ocosta School District, in meeting, adopt these
22 Bylaws, March 24, 2010.

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25 **ARTICLE I**

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28 The name of this organization shall be Public School Employees of Ocosta School District.

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31 **ARTICLE II**

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34 This local organization shall be affiliated with and be a chapter of the Public School Employees of
35 Washington (PSE) / Service Employees International Union (SEIU) Local 1948. This organization was
36 chartered by PSE on September 14, 1989.

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39 **ARTICLE III**

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41
42 This organization shall continue until a majority of all of the members vote to dissolve the
43 organization.

ARTICLE IV

The objectives and purposes of this organization are:

To carry out and assist on a local basis the objectives and purposes of PSE / SEIU LOCAL 1948.

To promote the organization of PSE / SEIU LOCAL 1948 in the Ocosta School District.

To promote the welfare of the membership and the classified employees of the Ocosta 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.

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 Ocosta 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 V

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 listed below, shall be eligible for membership.

All persons regularly employed as classified school employees (as defined by PSE / SEIU LOCAL 1948) by or in the Ocosta School District, and who are members of PSE / SEIU LOCAL 1948, are eligible for membership in the organization.

Section 2. Dues.

Dues for the State organization shall be deducted from wages.

Section 2.1. Local Dues.

Local membership dues shall be one dollar (\$1.00) per month for all members on active payroll with the school district. Local dues shall be paid monthly to the chapter treasurer by the school district.

Section 2.2. President's Dues.

Dues paid by the chapter president will be reimbursed by the chapter from the chapter treasury, to a maximum of \$30. Reimbursement will be for the actual amount of dues paid. On a monthly basis, the president will submit a copy of his/her dues deduction to the chapter treasurer for payment. The amount of the reimbursement will be reviewed by the Executive Board on an annual basis.

Section 3. Rights.

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 the organization.

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

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

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

Members shall have the right to full participation, through discussion and vote, in the decision making processes of the organization and to pertinent information needed for the exercise of this right.

ARTICLE VI

MEETINGS

Section 1.

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

Section 2.

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

Section 3.

The President shall provide at least five (5) days notification to all members of any special meeting called. However, said five (5) days notice may be waived by the Board of Trustees provided that every 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. A member must be present to vote - no proxy vote will be allowed. A majority of those present
4 shall constitute a quorum.
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8 **ARTICLE VII**

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10 **MANAGEMENT**
11

12 **Section 1.**

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

18 **Section 2.**

19 The Board of Trustees shall be composed of the President, Vice President/Membership Officer,
20 Secretary-Treasurer, and a unit representative elected by the unit from each of the following
21 classifications of employees of the School District if represented by the local PSE / SEIU LOCAL
22 1948 Organization.
23

- 24 Classifications: 1. Transportation
25 2. Food Service
26 3. Custodial/Maintenance
27 4. Aides
28 5. Other units requesting affiliation.
29

30 **Section 3.**

31 The term of office of the trustees of this organization shall be for a period of one (1) year from the date
32 of election.
33

34 **Section 4.**

35 The Board of Trustees shall hold regular meetings each month, and such special meetings as the
36 President or the Board shall deem necessary for the competent management of affairs of the
37 organization.
38

39 **Section 5.**

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

45 **Section 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

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 7.

Unexcused absences from three (3) consecutive meetings of the Board of Trustees shall be 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 the membership.

Section 8.

Any vacancies occurring on the Board of Trustees by reason of death, resignation or removal from office 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 trustee vacancies shall be filled from the classification of which they are representatives. Such appointee shall serve during the unexpired term of the trustee whose position has become vacant.

ARTICLE VIII

OFFICERS, NOMINATIONS AND ELECTIONS

Section 1.

The officers of this organization shall be a President, a Vice President/Membership Officer, a Secretary-Treasurer, or Secretary and Treasurer. All officers shall be elected for a term of one year. Elections shall be held at the spring meeting in either April or May.

Section 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 3.

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

Section 4.

Officers shall be elected by secret ballot unless there is only one nominee, then the nominee will be elected automatically, and the balloting shall be so conducted as to afford members a reasonable opportunity to vote. At least ten (10) 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.

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ARTICLE IX

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; appoint all special committees of the organization subject to 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; countersign all checks drawn against the funds of the organization; perform all other duties as prescribed in the Bylaws and perform such other duties usually inherent in such office.

Section 2. Vice President/Membership Officer.

The Vice President/Membership Officer 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/Membership Officer 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-Treasurer. It shall be the duty of the Vice President/Membership Officer to maintain a current and accurate list of members of the chapter in coordination with the membership information section of PSE / SEIU LOCAL 1948 state headquarters; ensure that all members are paying dues; render periodic membership reports as required by PSE / SEIU LOCAL 1948; and perform such other official functions as the President and Board of Trustees may direct.

Section 3. Secretary-Treasurer.

It shall be the duty of the Secretary-Treasurer 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. The Secretary-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; and such money shall be withdrawn only by checks signed by the President and/or Vice President and the Secretary-Treasurer; and the Secretary-Treasurer shall render periodic 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 1.

This organization shall be at all times subject to the provisions of the Articles of Incorporation and Bylaws of PSE / SEIU LOCAL 1948.

Section 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 this organization.



1 **Section 3.**

2 Robert's Rules Of Order, Revised, shall be the guide in all cases in which they are applicable, and in
3 which they are not inconsistent with the Constitution, Bylaws and special rules of this organization of
4 PSE / SEIU LOCAL 1948.

8 **ARTICLE XI**

10 **COMMITTEES AND DELEGATES**

12 **Section 1. Grievance Committee.**

13 A Grievance Committee shall be composed of the President or Vice President and at least one unit
14 representative elected from each represented unit of the Chapter.

16 **Section 2. Negotiating Committee.**

17 A Negotiating Committee shall be comprised of the Board of Trustees (Article VII, Section 2). In the
18 event a decrease in numbers is desirable, the President and two members selected by the Board shall be
19 designated as the Negotiating Committee. The remaining Board members shall be included in all
20 Union caucuses.

22 **Section 3. Audit Committee.**

23 An Audit Committee shall be selected by the Board of Trustees to audit the financial records of the
24 chapter.

26 **Section 4. Other Or Special Committees.**

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

30 **Section 5. Convention Delegates.**

31 Delegates shall be selected by the membership by secret written ballot. Approved expenses incurred by
32 elected delegates attending the annual convention shall be paid by the chapter or in accordance with
33 appropriate provisions of PSE / SEIU LOCAL 1948 state bylaws.

35 **Section 6. Nominating Committee.**

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

40 **ARTICLE XII**

42 **AMENDMENTS**

44 **Section 1.**

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

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Sonya Miller
BY: Sonya Miller (Jan 6, 2022 10:54 PST)
Sonya Miller, Chapter President

DATE: Jan 6, 2022

Adopted September 14, 1989.
Amended March 24, 2010.
Amended April 30, 2013.
Amended September 15, 2017.
Amended October 19, 2021.