

CHAPTER BYLAWS

ROYAL

Public School Employees Of Washington/SEIU Local 1948
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1 **P R E A M B L E**

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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.
6 One of the fundamental tenets of Democratic government is the consent of the governed.

7
8 We are both employees and citizens/permanent resident aliens (hereinafter included as citizen.)

9
10 Collective bargaining is the expression of citizenship in employment. Participation in the political
11 life of the nation, state, local municipalities, and school district is but another aspect of that
12 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 be no want.

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

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

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26 The name of this chapter shall be the Royal Chapter of Public School Employees of
27 Washington/SEIU Local 1948.

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31 **A R T I C L E II**

32
33 This chapter shall be affiliated with the Public School Employees of Washington/SEIU 1948. This
34 chapter was chartered by Public School Employees of Washington on March 4, 1969.

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38 **A R T I C L E III**

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40 This organization shall continue until majority of all of the members vote to dissolve the
41 organization.



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ARTICLE IV

Section 4.1. 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 Royal School District.
- C. To promote the welfare of the membership and the classified employees of the Royal 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 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 Royal City 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.



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ARTICLE V

MEMBERSHIP

Section 5.1. 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 Royal School District, and who are members of the Public School Employees of Washington, are eligible for membership in the organization.

Section 5.2. Dues.

- A. Local Membership dues of this chapter shall be three (\$3.00) dollars per month, to be deducted from each member's paycheck by Royal School District. These deductions are to be made only for nine (9) months – September through May. Each month the school district will issue a check to Royal Chapter of PSE for the total amount of local dues deducted from members paychecks.

- B. **Refunds.** Membership dues are not refundable except where an error resulting in an overpayment exists.

Section 5.3. 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.
- B. 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.
- C. Members shall have an equal right to run and hold office, except those persons set forth in RCW 41.56.030 Par. 2, a, b, and c; and those employees classified either by state statute or appropriate state regulatory agencies as being a "supervisory employee".
- D. Members shall have an equal right to a full and clear accounting of all organizational funds. At all levels such accounting shall include, but not be limited to, periodical 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 a year which is made available to all members.
- E. 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 exercises of this right.

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ARTICLE VI

MEETINGS

Section 6.1. General membership meetings of this organization shall be held at least four (4) times annually at a time and place to be fixed by the membership, the Board of Trustees, or the President.

Section 6.2. Special meetings may be called by the President, The Board of Trustees, or by petition filed with the President and signed by twenty percent (20%) of the members of this organization.

Section 6.3. The President shall attempt to provide at least five (5) days notification to all members of any 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.

Section 6.4. At any meeting of the membership of this organization, each member present shall be entitled to one vote. A member must be present to vote - no proxy vote will be allowed. The board of Trustees, or designated alternates, the alternate to be determined by the absent Board member, shall constitute a quorum.

ARTICLE VII

MANAGEMENT

Section 7.1. 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 7.2. The Board of Trustees shall be composed of the President, Vice President, (or Co-Presidents), Secretary, Treasurer, and a unit representative elected by the unit from each of the following classification of employees of the school district if represented by the local Public School Employees Organization.

- Classification:
1. Transportation (includes Mechanic)
 2. Food Service
 3. Instructional Assistants – Elementary (includes regular and Special Ed, and Sign Language Interpreter)
 4. Instructional Assistants - Middle & High School (includes regular and Special Ed, and Computer Technician)
 5. Grounds/Maintenance
 6. Custodial

1 **Section 7.3.** The term of office of the trustees of this organization shall be for a period of two (2)
2 years from the date of election. Elections shall be held in October in even numbered years.

3
4 **Section 7.4.** The Board of Trustees shall hold regular meetings every two (2) months, and such
5 special meetings as the President or the Board shall deem necessary for the competent management of
6 affairs of the organization. At the beginning of each school year, the meeting schedule will be set for
7 the entire year for the Board of Trustees.

8
9 **Section 7.5.** Each member of the Board of Trustees shall possess one (1) vote in matters coming
10 before the Board. All voting at meeting of the Board of Trustees shall be by each member present in
11 person, and voting by proxy shall not be allowed. A majority of the members of the Board of
12 Trustees, in attendance, shall constitute a quorum.

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14 **Section 7.6.** Any trustee may be removed from office by a two-thirds (2/3) majority vote of the
15 membership at any regular or special meeting of the membership of the organization. Notice of the
16 proposed removal of the trustee must be given to the trustee five (5) days prior to the date of the
17 meeting at which the removal is to be voted upon. Such notice to the trustee must state the cause for
18 the proposed removal.

19
20 **Section 7.7.** A vacancy in any position shall be filled by the Board of Trustees in accordance with the
21 procedures set forth below:

22
23 **Section 7.7.1.** In the event the president cannot serve the remainder of his/her current term, the
24 vice president shall serve as president for the completion of the term.

25
26 **Section 7.7.2.** In the event of a vacancy in the office of vice president, secretary, or treasurer, all
27 members shall be notified of the vacancy and nominations solicited for the position. Nominations
28 shall be accepted for a period of fifteen (15) calendar days following the notification to members.
29 The president, at his/her discretion, may either call a special meeting of the Board of Trustees, or act
30 upon the vacancy at the next regularly scheduled board meeting. Each candidate for the position may
31 submit a letter, or have three (3) minutes to address the board prior to the vote to describe their
32 qualifications and reasons they are seeking the position.

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34 **Section 7.7.3.** Any vacancy shall be filled only for the remainder of the term in which the vacancy
35 occurs; provided however, that when vacancies occur in the office of trustee, the president shall direct
36 that a classification meeting be held and that the classification elect a successor for the remainder of
37 the vacant term. Election of the successor must be by majority vote. In the event that more than two
38 (2) candidates run for the office, the candidate with the lowest vote total will be dropped from the
39 ballot after each round of voting until one candidate receives a majority of the votes cast.

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ARTICLE VIII

OFFICERS, NOMINATION AND ELECTIONS

Section 8.1. The officers of this organization shall be a President, a Vice President, or Co-Presidents, a Secretary, and a Treasurer. All officers shall be elected for a term of two (2) year.

Section 8.1.1. Co-Presidents. Co-Presidents are in essence President and Vice President and will share the duties of both offices.

Section 8.2. Nominations shall be permitted from the floor at the meeting held to elect officers.

Section 8.3. Officers shall be elected by secret ballot vote, and the balloting shall be so conducted as to afford all 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 8.4. Every officer and trustee shall, upon assuming office, subscribe to the obligation of an officer and trustee, contained in these Bylaws.

ARTICLE IX

DUTIES OF OFFICERS

Section 9.1. President. The President shall preside at all meetings of the organization and of the Board of Trustee. 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 9.2. 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.

Section 9.3. 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 board of Trustees may direct.

1 **Section 9.4. Treasurer.** The Treasurer shall receive and be accountable for all funds and moneys
2 belonging to the organization; pay all obligations incurred by the organization in payment as
3 authorized by the Board of Trustees; maintain bank accounts and depositories designated by the
4 Board of Trustees; and such money shall be withdrawn only by checks signed by the President and/or
5 Vice President and the Treasurer. They shall render periodical financial reports as required by the
6 Board of Trustees or by the membership, keep an accurate record of receipts and disbursements; and
7 shall act as custodian of all properties of the organization.
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10 11 ARTICLE X

12 13 MISCELLANEOUS PROVISIONS

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15 **Section 10.1.** This organization shall be at all times subject to the provisions of the Articles of
16 Incorporation and Bylaws of the Public School Employees of Washington.
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18 **Section 10.2.** Except to the extent specified in the Bylaws, no officer of this organization shall have
19 the power to act as agent for, or otherwise bind this organization in any way whatsoever. No member
20 or group of members or any other person or persons shall have the power to act on behalf of, or
21 otherwise bind the organization, except to the extent specifically authorized in writing by the
22 President or Board of Trustees of the organization.
23

24 **Section 10.3.** The latest edition of Robert's rules of Order shall be the guide in all cases in which they
25 are applicable, and in which they are not inconsistent with the Constitution, bylaws and special rules
26 of this organization or of the Public School Employees of Washington.
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30 31 ARTICLE XI

32 33 COMMITTEES AND DELEGATES

34 **Section 11.1. Grievance Committee.** A Grievance Committee shall be composed of the President
35 or Vice President and at least one (1) unit representative from each represented unit of the Chapter.
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37 **Section 11.2. Negotiating Committee.** A Negotiating Committee shall be composed of the
38 President and Vice President and up to eight (8) additional members, elected by the membership. The
39 Negotiating Committee that was seated at the time contract negotiations began shall complete the
40 negotiations.
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42 **Section 11.3. Other Or Special Committees.** The Board of Trustees shall designate such special
43 committees as they determine necessary in the carrying out of the objectives and purposes of this
44 organization.
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ARTICLE XII

AMENDMENTS

Section 12.1. These Bylaws may be amended by a majority vote at any regular or special meeting thereof; providing, that a notice of the intent to amend any specific provision be given to the members at least five (5) days prior to the meeting at which said vote is to be taken.

BY: _____ Signed by _____

DATE: January 6, 2010

Adopted by the membership on June 19, 1980
Amended March 19, 1987
Amended June 1, 1994
Amended November 16, 1998
Amended January 6, 2010

