

# **CHAPTER BYLAWS**

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## **ST. JOHN**

**Public School Employees Of Washington**  
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**P R E A M B L E**

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

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

We are both employees and citizens.

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

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

We are under a solemn obligation to represent the members of this organization forcefully and effectively in negotiations with the management of the St. John School District and to conduct internal organizational affairs according to democratic standards.

THEREFORE, we, the classified school employees of St. John School District, in meeting, adopt these Bylaws.

**NAME**

The name of this organization shall be the Public School Employees of St. John School District.

This local organization shall be affiliated with and be a chapter of the Public School Employees of Washington, Inc. This organization was chartered by Public School Employees of Washington on November 28, 2001.

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

**OBJECTIVES & PURPOSES**

The objectives and purposes of this organization are:

- To carry out and assist on a local basis the objectives and purposes of the Public School Employees of Washington.
- To promote the organization of Public School Employees in the St. John School District.

- To promote the welfare of the membership and the classified employees of the St. John 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, house and working conditions, vacations holidays and other conditions of employment for the classified employees of St. John 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.

**Section 1.1.1.** All persons regularly employed as a classified school employee (as defined by the Public School Employees of Washington, Inc.) by or in St. John School District, and who are members of the Public School Employees of Washington, Inc., are eligible for membership in the organization.

### **Section 1.2. Dues.**

**Section 1.2.1.** Application for membership shall be fulfilled upon completion of the authorization for payroll dues deduction form at the employee's time of hire. Dues will be the amount specified in the PSE State Bylaws, Article IV, Paragraph A.

**Section 1.2.2.** Membership dues are not refundable except where an error resulting in an overpayment exists

### **Section 1.3. Rights.**

**Section 1.3.1.** 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.

**Section 1.3.2.** 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.

**Section 1.3.3.** Members shall have an equal right to run and hold office, except those persons set forth in RCS. 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”.

**Section 1.3.4.** Members shall have the right to a full and clear accounting of all organizational funds. At all levels such accounting shall include, but no 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.

**Section 1.3.5.** Members shall have the right to full participation, through discussion and vote, in the decision-making processes of the organization and to pertinent information for the exercises of this right.

## ARTICLE II

### MEETINGS

**Section 2.1.** General membership meeting of this organization shall be held at least annually at a time and place specified by the Board of Directors.

**Section 2.2.** Special meetings may be called by the President, the Board of Directors, or by petition filed with the President and signed by twenty (20) percent of the members of this organization.

**Section 2.3.** The President shall provide at least five days notification to all members of any special meeting called.

**Section 2.4.** 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. A majority of members must be present to constitute a quorum before any organization business may be transacted.

## ARTICLE III

### MANAGEMENT

**Section 3.1.** The business and property of this organization shall be managed by a Board of Directors, 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 Directors.

1 **Section 3.2.** The Board of Directors shall be composed of the President, Vice-President, and  
2 Secretary/ Treasurer.

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4 **Section 3.3.** The term of office of the directors of this organization shall be for a period of two (2)  
5 years from the date of election or assumption of an office.

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7 **Section 3.4.** The Board of Directors shall hold a regular meeting each year, and such special meetings  
8 as the President or the Board of Directors shall deem necessary for the competent management of  
9 affairs of the organization.

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11 **Section 3.5.** Each member of the Board of Directors shall possess one vote in matters coming before  
12 the Board. All voting at meetings of the Board of Directors shall be by each member present in person  
13 and voting by proxy shall not be allowed. A majority of the members of the Board of Directors shall  
14 constitute a quorum.

15  
16 **Section 3.6.** Any director may be removed from office by a two-thirds (2/3) majority vote of the  
17 membership present at any regular or special meeting of the organization. Notice of the proposed  
18 removal of the director must be given to the director five days prior to the date of the meeting at which  
19 the removal is to be voted upon. Such notice to the director must state the cause for the proposed  
20 removal.

21  
22 **Section 3.7.** Any vacancies occurring on the Board of Directors by reason of death, resignation or  
23 removal shall be filled by the remaining directors; such selection shall be from the membership at  
24 large. Such appointee shall serve during the unexpired term of the director whose position has become  
25 vacant.

## 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 ARTICLE IV

### OFFICERS, NOMINATIONS AND ELECTIONS

33 **Section 4.1.** The officers of this organization shall be a President, a Vice-President, and a  
34 Secretary/Treasurer. All officers shall serve two (2) years. The term of office begins immediately  
35 upon election to or assumption of an office.

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37 **Section 4.2.** The Nominating Committee may make nominations, but whether or not such nominating  
38 committee is used, nominations shall be permitted from the floor at the meeting held to elect officers.

39  
40 **Section 4.3.** To be eligible for office, a member must be in good standing and must qualify under the  
41 provisions of Article I, Section 1.3.3.

**Section 4.4.** Beginning in October of 2006 and each even numbered year thereafter the position of Secretary/Treasurer shall be elected. The Vice-President will assume the office of President and the Secretary/Treasurer will assume the office of Vice-President. The Secretary/Treasurer shall be elected at the October chapter meeting, 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 to the membership prior to the date of the election.

**Section 4.5.** Every officer shall, upon assuming office, subscribe to the obligation of an officer contained in these Bylaws.

## ARTICLE V

### **DUTIES OF OFFICERS**

**Section 5.1. President.** The President shall preside at all meetings of the organization and of the Board of Directors. He/she 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 Directors; report periodically to the membership regarding the progress and standing of the organization in regard to his 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 his absence and perform such other acts as the President or Board of Directors may direct. He/she may be authorized, by the Board of Directors, 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 Treasurer.

Beginning in October of 2006 and each even numbered year thereafter, the Vice-President will assume the office of President following his/her term as Vice-President.

**Section 5.3. Secretary/Treasurer.** It shall be the duty of the Secretary/Treasurer to keep all records of the organization, the Board of Directors, and to perform such other acts as the President and Board of Directors 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 Directors; maintain bank accounts and depositories designated by the Board of Directors; and such money shall be withdrawn only by checks signed by the President and/or Vice-President and the Treasurer; and the Treasurer shall render periodical financial reports as required by the Board of Directors or by the membership; and keep an accurate record of receipts and disbursements; and shall act as custodian of all properties of the organization.

Beginning in October of 2006, and each even numbered year thereafter, the Secretary/Treasurer will assume the office of Vice-President following his/her term as Secretary/Treasurer.

## ARTICLE VI

**MISCELLANEOUS PROVISIONS**

**Section 6.1.** 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, Inc.

**Section 6.2.** 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 the organization except to the extent specifically authorized in writing by the President or Board of Directors of the organization.

**Section 6.3. Robert's Rules of Order, Revised,** 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, Inc.

## ARTICLE VII

**COMMITTEES AND DELIGATES**

**Section 7.1. Grievance Committee.** A Grievance Committee shall be composed of the President or Vice-President and at least one (1) member appointed by the President.

**Section 7.2. Negotiating Committee.** A Negotiating Committee shall be selected by the Board of Directors. They shall be authorized to accept or reject a working contract, subject to ratification by the membership.

**Section 7.3. Audit Committee.** An Audit Committee shall be selected by the Board of Directors. An audit shall be conducted at least once yearly in September.

**Section 7.4. Other or Special Committees.** The Board of Directors shall designate such special committees as they determine necessary in the carrying out of the objectives and purposes of this organization.

**Section 7.5. Convention Delegates.** Delegates shall be elected by the membership at the April meeting. Election will be by secret ballot.

**Section 7.6. Nominating Committee.** A Nominating Committee may be appointed by the Board of Directors.



ARTICLE VIII

AMMENDMENTS

**Section 8.1.** These Bylaws may be amended by a majority vote of the general membership at any regular or special meeting thereof; providing, that a notice of the intent to amend any specific provision be given to the members of the Board of Directors at least five (5) days prior to the meeting at which said vote is taken.

Adopted by the membership on the 11<sup>th</sup> day of June, 2004.

BY: \_\_\_\_\_ Signed by  
Maribeth Kjack, President

DATE: \_\_\_\_\_ July 27, 2004

BY: \_\_\_\_\_ Signed by  
Kay Riehle, Secretary

DATE: \_\_\_\_\_ July 12, 2004