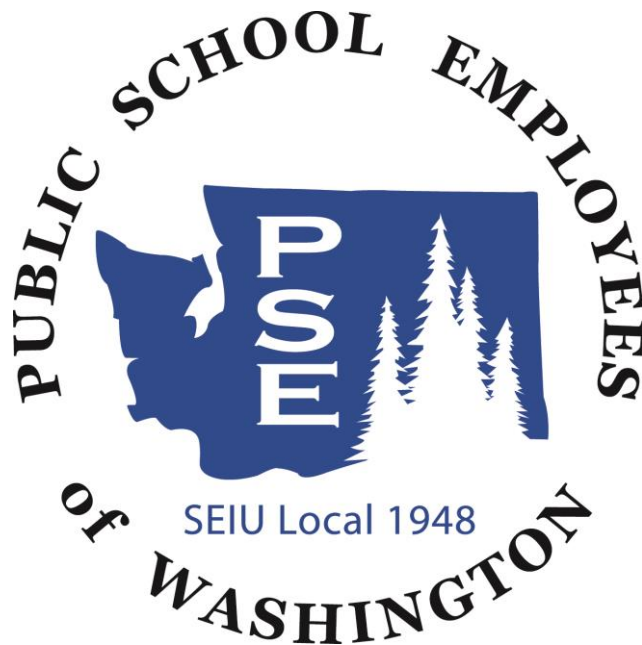


# CHAPTER BYLAWS

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## SNOHOMISH KITCHENS UNITED (SKU)

## PUBLIC SCHOOLK EMPLOYEES



**Public School Employees of Washington/SEIU Local 1948**

P. O. Box 798

Auburn, Washington 98071-0798

1.866.820.5652

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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 tenets 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 Sodexo and to conduct internal organizational affairs according to democratic standards.

THEREFORE, we, the classified school employees of Snohomish Kitchens United, in meeting, adopt these Bylaws this 28th day of October, 2014.

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**A R T I C L E   I**

The name of this organization shall be Snohomish Kitchens United (SKU), an affiliate of Public School Employees of Washington/SEIU Local 1948.

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**A R T I C L E   I I**

This local organization shall be affiliated with and be a chapter of the Public School Employees of Washington/SEIU Local 1948. This organization was chartered by Public School Employees of Washington/SEIU Local 1948 on October 7, 2014.

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**A R T I C L E   I I I**

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

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**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/SEIU Local 1948.
- B. To promote the organization of Public School Employees in the Snohomish Kitchens United bargaining unit.
- C. To promote the welfare of the membership and the classified employees of Snohomish Kitchens United 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 Snohomish Kitchens United – SKU.
- 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.
- G. Those elected or delegated to positions of responsibility within the organization shall conduct themselves in relation to organization business in a professional manner, recognizing the occasional need for confidentiality and the necessity of standing in accord once decisions are reached.

**ARTICLE V**

**MEMBERSHIP**

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**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/SEIU Local 1948) by or in Snohomish Kitchens United, and who are members of the Public School Employees of Washington/SEIU Local 1948, are eligible for membership in the organization.

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2 B. Membership in the local organization is subject to payment of State PSE dues, which at the time of  
3 adoption of these Bylaws are contained in Article IV of the State PSE Bylaws.  
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5 **Section 2. Rights.**  
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7 A. Members shall suffer no impairment of freedom of speech concerning the operations of this  
8 organization. Active discussions of organization affairs shall be encouraged and protected within  
9 this organization.  
10

11 B. Members shall have the right to fair and democratic elections at all levels of the organization. This  
12 includes due notice of nominations and elections, equal opportunities for competing candidates,  
13 and proper election procedures which shall be specifically set forth.  
14

15 C. Members shall have an equal right to run and hold office, except those persons set forth by Federal  
16 statute or appropriate Federal regulatory agencies as being a "supervisory employee."  
17

18 D. Members shall have the right to a full and clear accounting of all organizational funds. At all  
19 levels such accounting shall include, but not be limited to, periodic reports to the membership by  
20 appropriate fiscal officers or by independent auditors not otherwise connected with the  
21 organization, and a financial audit at least once a year which is made available to all members.  
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23 E. Members shall have the right to full participation, through discussion and vote, in the decision-  
24 making processes of the organization and to pertinent information needed for the exercises of this  
25 right.  
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29 **ARTICLE VI**

30 **MEETINGS**

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33 **Section 1.**

34 General membership meetings of this organization may be held at least four (4) times annually, during the  
35 regular work year at a time and place to be fixed by the membership or the Executive Board.  
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37 **Section 2.**

38 Special meetings may be called by the President, the Executive Board, or by petition filed with the  
39 President and signed by twenty percent (20%) of the members of this organization.  
40

41 **Section 3.**

42 The President shall provide at least five (5) days notification to all members of any meeting called.  
43 However, said five (5) days notice may be waived by the Executive Board provided that every reasonable  
44 effort is employed to notify the membership of the meeting.  
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1 **Section 4.**

2 At any meeting of the membership of this organization, each member present shall be entitled to one (1)  
3 vote. A member must be present to vote - no proxy vote will be allowed. A quorum shall consist of those  
4 members present.  
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8 **ARTICLE VII**

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10 **MANAGEMENT**  
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12 **Section 1.**

13 The business and property of this organization shall be managed by an Executive Board, except when the  
14 meetings of the organization are in session. The Executive Board may not change any decision voted  
15 upon by the membership at any general meeting. All matters affecting the purposes, aims and means of  
16 accomplishing the purposes of this organization, not specifically provided for in these Bylaws or by action  
17 of the members at a regular or special meeting shall be decided by the Executive Board.  
18

19 **Section 2.**

20 The Executive Board shall be composed of the President, Vice President, Secretary-Treasurer, and all  
21 representatives elected by the bargaining unit, from each of the following levels.  
22

- 23 1. Secondary Representative
  - 24 2. Elementary School Representative
- 25

26 **Section 3.**

27 The term of office of the Board members of this organization shall be for a period of one (1) year,  
28 provided however that the initial slate of officers shall continue until the first bargaining cycle is  
29 completed. The election will be held in the month of May or June prior to the last day of school for a term  
30 to begin with the first September chapter meeting.  
31

32 **Section 4.**

33 The Executive Board shall hold meetings as deemed necessary for the competent management of affairs  
34 of the organization which shall include an annual budget to be presented to the membership for approval.  
35

36 **Section 5.**

37 Each member of the Executive Board shall possess one (1) vote in matters coming before the Board. All  
38 voting at meetings of the Board shall be by each member present in person, and voting by proxy shall not  
39 be allowed. A majority six (6) of the members of the Board shall constitute a quorum.  
40

41 **Section 6.**

42 Any Executive Board member may be removed from office by a two-thirds (2/3) majority vote of the  
43 membership attending at any regular or special meeting of the membership of the organization. Notice of  
44 the proposed removal of the Representative must be given to the Representative within ten (10) days prior  
45 to the date of the meeting at which the removal is to be voted upon. Such notice to the Board member  
46 must state the cause for the proposed removal.  
47

1 **Section 7.**

2 Unexcused absences from three (3) meetings of the Executive Board shall be due cause for removal of the  
3 Representative by the Board. Removal of a Board member because of excessive absenteeism shall not  
4 require the two-thirds (2/3) vote of membership.  
5

6 **Section 8.**

7 Any vacancies occurring on the Executive Board by reason of death, resignation or removal shall be filled  
8 by appointment of the President. In the event that such Representative is an officer, such selection shall be  
9 from the membership at large. All other Board vacancies shall be filled from the level of which they are  
10 representatives unless no other interested parties, then appointed from within the interested membership.  
11 Such appointee shall serve during the unexpired term of the Representative whose position has become  
12 vacant.  
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16 **ARTICLE VIII**

17 **OFFICERS, NOMINATIONS AND ELECTIONS**  
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20 **Section 1.**

21 The officers of this organization shall be a President, a Vice President, and a Secretary -Treasurer. All  
22 officers shall be elected for a term of one (1) year. Representatives from the Elementary and Secondary  
23 kitchens shall also be elected annually.  
24

25 **Section 2.**

26 Except upon creation of the Organization in October 2014, to be eligible for office, a member must be in  
27 good standing for one (1) year immediately preceding the election, and must qualify under the provisions  
28 of Article V, Section 3-C. To be eligible for president or vice president positions, candidates need to have  
29 been present at least four (4) union meetings in the current school year.  
30

31 **Section 3.**

32 Nominations may be made by the Nominating Committee, but whether or not such Nominating  
33 Committee is used, nominations shall be permitted from the floor at the April meeting.  
34

35 **Section 4.**

36 Officers shall be elected annually prior to June 1<sup>st</sup> of each year.  
37

38 **Section 5.**

39 Every officer and Board member shall, upon assuming office, subscribe to the obligation of an officer and  
40 Board member, 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 Executive Board. The President shall supervise all activities of the organization; execute all instruments in its behalf; may counter-sign all checks drawn against the fund of the organization; appoint all special committees of the organization subject to the approval of the Executive Board; 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 2. Vice President.**

The Vice President shall act for the President in the President's absence and perform such other act as the President or Executive Board may direct. The Vice President may be authorized, by the Board, 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 3. Secretary/Treasurer.**

It shall be the duty of the Secretary/Treasurer to keep all records of the organization, the Executive Board, and may act as co-signer for checks drawn, and perform such other acts as the President and Executive Board 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 membership; maintain bank accounts and depositories designated by the Board; and such money shall be withdrawn only by checks signed by the President and/or Vice President, Secretary, and the Treasurer; and shall render periodic financial reports as required by the Board 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 the Public School Employees of Washington/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 the organization except to the extent specifically authorized in writing by the President or Executive Board of the organization.

1 **Section 3.**

2 The latest edition of Robert's Rules of Order shall be the guide in all cases in which they are applicable,  
3 and in which they are not inconsistent with the Constitution, Bylaws and special rules of this organization  
4 or of the Public School Employees of Washington.

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6 **Section 4. Convention Expenses and Reimbursement.**

7 Registration fees and lodging shall be paid for Convention Delegates.  
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11 **ARTICLE XI**

12 **COMMITTEES AND DELEGATES**

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15 **Section 1. Grievance Committee.**

16 The Executive Board shall serve as the Grievance Committee.  
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18 **Section 2. Negotiating Committee.**

19 The Executive Board and two (2) additional members elected at large will serve as the Negotiating  
20 Committee.  
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22 **Section 3. Audit Committee.**

23 An Audit Committee shall be selected by the Executive Board.  
24

25 **Section 4. Sunshine Committee.**

26 This committee should consist of at least one (1) member. The Executive Board shall select the member.  
27

28 **Section 5. Convention Delegates.**

29 The current President and Vice President and the newly elected President and Vice President are  
30 encouraged to submit their names for delegate consideration. All delegates shall be elected by secret  
31 ballot from the general membership.  
32

33 **Section 6. Budget Committee.**

34 The Budget Committee shall be comprised of the Treasurer, Secretary, two (2) Board members, and two  
35 (2) members elected from the membership.  
36

37 **Section 7. Other or Special Committees.**

38 The Executive Board shall designate such special committees as they determine necessary in the carrying  
39 out of the objectives and purposes of this organization such as (A) Labor Management and (B) Uniform  
40 Committee.  
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**ARTICLE XII**

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**AMENDMENTS**

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**Section 1.**

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These Bylaws may be amended by a majority vote of the membership at any regular or special meeting thereof; providing, that 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/                      
                    Bridget Mitchell, Chapter President

DATE:           November 18, 2014          

Adopted by the membership this 28<sup>th</sup> day of October 2014.