

CHAPTER BYLAWS

PUBLIC SCHOOL EMPLOYEES OF SNOHOMISH #1124



Public School Employees of Washington/SEIU Local 1948
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P R E A M B L E

A. NAME

The name of this Chapter shall be Public School Employees of Snohomish. It is an affiliate of Public School Employees of Washington/SEIU Local 1948 (PSE), a not-for-profit 501(c)5 labor union operating under the laws of the State of Washington. PSE chartered this Chapter on April 30, 1968.

B. MISSION STATEMENT

It is the mission of Public School Employees of Snohomish to work closely with Public School Employees of Washington/SEIU Local 1948 to support the membership through good faith bargaining and the protection of those rights, promote educational enrichment opportunities, encourage membership growth, and provide quality leadership while working closely with the State Legislature in an effort to enact laws which will represent the best interests of all classified school employees in the State of Washington.

C. VISION STATEMENT

We will provide service of superior quality and value that best meets the needs of our Chapter members. We will achieve that purpose through a Chapter and working environment which attracts the finest people, fully develops and challenges individual talents, encourages our free-spirited collaboration to drive the Chapter ahead, and maintains PSE's principles of integrity and commitment to excellence.

Through the successful pursuit of this commitment, we expect to achieve a leadership position in representing all classified employees. As a result, PSE members, the school district in which we work, and the community in which we live, will grow and prosper.

D. VALUES

Recognizing the needs of members and PSE Staff, we are committed to:

- Provide the best environment in education for the students and our community.
- Strive for excellence and to demonstrate pride in our work.
- Having open, honest communications.
- Creating a work environment that is based on trust and concern for the rights of others.
- Treating others fairly, equally and respecting their individual worth and dignity.
- Demonstrate accountability for our performance, actions and behavior while supporting creativity and innovation within the Chapter.
- Demonstrate a high level of professional, technical, and ethical responsibility.

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ARTICLE I

GOVERNANCE AND OPERATIONS

Section 1.1.

A representative form of government as identified herein shall govern this Chapter.

Section 1.2.

Members shall suffer no impairment of freedom of speech concerning the operations of this Chapter. Active discussions of Chapter business shall be encouraged and protected.

Section 1.3.

Members shall have the right to a full and clear accounting of all Chapter 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 or otherwise connected with the Chapter, and a financial audit at least once a year which is made available to all members.

Section 1.4.

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

Section 1.5. Executive Board.

Except when general meetings of the Chapter are in session, the Executive Board shall manage the business and property of this Chapter. The Executive Board shall be comprised of the President, or Co-Presidents, Vice-President, Secretary, Treasurer, Membership Officer and Representative. The authority to govern and act on behalf of the membership is vested in the elected Executive Board who shall decide all matters affecting the purposes, aims and means of accomplishing the purposes of this Chapter, not specifically provided for in these Bylaws or by action of the members at a regular or special meeting.

Section 1.6. PSE Field Staff.

PSE Field Staff shall work closely with the Chapter in an advisory position. All decisions governing the business of the local Chapter shall be the sole responsibility of the elected officials and membership of the Chapter.

Section 1.7. Operating Principles.

In order to provide the Chapter with the highest quality direction and management possible, the following operating principles shall guide the Executive Board.

Section 1.7.1. Board/Membership Relationships.

A positive, constructive, cooperative relationship between the Executive Board and the membership is essential to achieving the mission and vision of the Chapter. Therefore, the Board and membership will conduct themselves in a way that promotes mutual trust, demonstrates respect for individual dignity and displays professionalism.

1 **Section 1.7.2. Chapter Representation.**

2 The President or designee is the official spokesperson regarding the position of the body on
3 policy matters before the school board.
4

5 **Section 1.7.3. Conflict Resolution.**

6 The Board shall utilize positive conflict resolution methods and maintain open, honest lines of
7 communication that respect an appropriate chain of command within the Chapter. Actual
8 conflicts of interest, PSE members are also obliged to avoid actions that could be perceived or
9 interpreted as in conflict with the interests of the Chapter. Ethics, integrity, fairness and
10 concern for the Chapter’s welfare shall be the accepted standard for actions.
11

12 **Section 1.8. Media.**

13 The President, or his/her designee, is the primary spokesperson for the Chapter. Media inquiries to
14 individual Board members about matters of Chapter concern should be referred to the Chapter
15 President. Inquiries about a position of PSE on any matter of statewide concern or specific legislation
16 should be referred to the Executive Director at State Headquarters.
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20 **ARTICLE II**

21 **OBJECTIVES OF CHAPTER**

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23
24 **Section 2.1.**

25 The objectives and purposes of this Chapter are:

- 26
- 27 A. To carry out and assist on a local basis the objectives and purposes of the Public School
28 Employees of Washington/SEIU Local 1948.
- 29
- 30 B. To promote the Chapter of Public School Employees in the Snohomish School District.
- 31
- 32 C. To promote the welfare of the membership and the classified employees of the Snohomish
33 School District, and to provide a voice in the determination of the terms and conditions of
34 employment. We are committed to the process of collective bargaining as desirable,
35 democratic and effective method to achieve this.
36
- 37 D. To promote and provide systematic and effective employee management through collective
38 bargaining; to confer and negotiate in good faith, with respect to grievance procedures,
39 personnel matters, including wages, hours and working conditions, vacations, holidays and
40 other conditions of employment for the classified employees of Snohomish School District.
41
- 42 E. Both as members and as citizens, we shall also employ available legislative and political action
43 to establish adequate financial provisions for the improvement of public school education and
44 equitable consideration for the classified school employees from the State Legislators.
- 45
- 46 F. To establish better fellowship and understanding among classified school employees and to
47 strive for their overall betterment through training, legislation and Association benefits.
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ARTICLE III

MEMBERSHIP

Section 3.1. Eligibility.

Except as otherwise provided in these Bylaws, any person without regard to race, creed, color, national origin, gender, sexual orientation, 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 Snohomish School District, and who are members of the Public School Employees of Washington/SEIU Local 1948, are eligible for membership in the Chapter.

Section 3.2.

- A. Application for membership shall be made on a standard application form provided by the Public School Employees.
- B. Membership dues of this Chapter shall be determined by the State convention of PSE of Washington. To be eligible to vote, a member must be in good standing. To be in good standing, the member shall be employed and current in payment of dues as are required by these Bylaws. To be eligible to hold office a member must be in good standing, have one (1) year of current employment with Snohomish School District and have completed the PSE Dual Authorization card. Any member, who is on authorized leave of absence pursuant to the Bargaining Agreement, shall retain the right to vote and hold office. Any member who is terminated from employment shall not be eligible to vote or hold office.
- C. Membership dues shall be made through payroll deduction payable monthly.
- D. Membership dues are not refundable except where an error resulting in an overpayment exists. Members who feel there has been an error shall provide PSE, in a timely manner, the appropriate pay stubs that show the amounts mistakenly withheld.
- E. Chapter Rebates. The Chapter, in accordance with the provision of the State Bylaws, shall receive dues rebates from the State organization if a Chapter member attends the annual convention.

Section 3.3. Rights.

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

1 B. Members shall have an equal right to run and hold office, except those persons set forth in
2 RCW 41.56.030 Par. 2, a, b and c: and those employees classified either by State statute or
3 appropriate State regulatory agencies as being a "supervisory employee".
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7 A R T I C L E I V

8 M E E T I N G S

9 Section 4.1.

10 There shall be at least two (2) scheduled general membership meetings. One (1) meeting shall be at
11 the beginning of the school year and the other shall be at the end of the school year. These meetings
12 shall be scheduled at a time and place to be fixed by the membership or the Executive Board.
13
14

15 Section 4.2.

16 Special meetings may be called by the President, the Executive Board, or by petition filed with the
17 President and signed by twenty percent (20%) of the members of this Chapter.
18
19

20 Section 4.3.

21 The President shall provide at least five (5) days notification to all members of any meeting called.
22 However, said five (5) days notice may be waived by the Executive Board provided that every
23 reasonable effort is employed to notify the membership of the meeting.
24

25 Section 4.4.

26 At any meeting of the membership of the Chapter, each member present shall be entitled to one vote -
27 no proxy vote will be allowed. A minimum of fifteen (15) members must be present to constitute a
28 quorum before any Chapter business may be transacted.
29
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31 A R T I C L E V

32 M A N A G E M E N T

33 Section 5.1.

34 The Executive Board shall be composed of the President, Co-Presidents, Vice President, Secretary,
35 Treasurer, Membership Officer and a classification representative elected by members from the
36 following classifications:
37
38

39 Odd Year Cluster

40 Educational Support
41 Custodial
42 Transportation
43
44

45 Even Year Cluster

46 Office Personnel
47 Technology
48 Maintenance

1 **Section 5.2.**

2 Every officer and classification representative shall, upon assuming office, subscribe to the obligation
3 of an officer and classification representative contained in these Bylaws.
4

5 **Section 5.3.**

6 The term of office of the classification representatives shall be for a period of two (2) years starting
7 September 1 of each year. The current classified representative will hold a timely classification
8 on meeting so that the new representative is elected between May 1 and the first day of school.
9

10 Chapter officers will be elected for two-year (2) terms beginning September 1 with the Secretary and
11 the Vice President being elected in odd-numbered years, the Treasurer and the President, or Co-
12 President and Membership Officer, being elected in even-numbered years.
13

14 In the event that no candidate for an office receives a majority of votes cast, the two (2) candidates
15 who receive the most votes will be placed on the ballot for a runoff election.
16

17 **Section 5.4.**

18 The Executive Board shall hold regular meetings and such special meetings as the President or the
19 Board shall deem necessary to efficiently run the Chapter. Executive board members shall be expected
20 to be available on most Tuesdays to conduct union business when they are provided with thirty (30)
21 days of advance notice.
22

23 **Section 5.5.**

24 Each member of the Executive Board shall possess one (1) vote in matters coming before the Board.
25 All voting at meetings of the Executive Board shall be by each member present in person, and voting
26 by proxy shall not be allowed. A majority of the members of the Executive Board shall constitute a
27 quorum.
28

29 **Section 5.6.**

30 An Executive Board member may be removed from office by a two-thirds (2/3) majority vote of the
31 membership at any regular or special meeting of the membership of the Chapter. Notice of the
32 proposed removal of the Board member must be given to the board member five (5) days prior to the
33 date of the meeting at which the removal is to be voted upon. Such notice to the board member must
34 state the cause for the proposed removal.
35

36 **Section 5.7.**

37 Unexcused absences from three (3) meetings of the Executive Board (including meetings with the
38 District and Chapter) shall be due cause for removal of the Board member by the Executive Board.
39 After two (2) unexcused absences, the member will receive written notification that a third unexcused
40 absence will result in their removal from the board. Removal of a Board member because of excessive
41 absenteeism shall not require the two-thirds (2/3) vote of membership.
42

43 **Section 5.8.**

44 Any vacancies occurring on the Executive Board by reason of death, resignation or removal shall be
45 filled as follows. In the event that such Board member was the Vice-President, Secretary, Treasurer, or
46 Membership Officer, such appointment by the Board shall be from the membership at large. In the
47 event the current President should resign, the Vice President shall temporarily assume the office of
48 President. An acting Vice President shall be appointed until the next election. All other Board

1 members vacancies shall be elected by the classification. Such elected member shall serve during the
2 unexpired term of the Board member whose position has become vacant. Appointed officers shall
3 serve until the next regularly scheduled election. If a resignation takes place during the first year of a
4 term, the subsequent election shall be for a one (1) year term. Officers elected to vacated positions
5 shall take office upon certification of the election results.
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9 ARTICLE VI

10 OFFICERS, NOMINATIONS AND ELECTIONS

11 **Section 6.1.**

12 The officers of this Chapter shall be a President, or Co-Presidents, Vice President, Secretary,
13 Treasurer, and Membership Officer.
14
15

16 **Section 6.2.**

17 To be eligible for office, a member must be in good standing for one (1) year immediately preceding
18 the election, must qualify under the provisions of Article III, and, must qualify under the PSE State
19 Bylaws, including completion of the PSE Duel Authorization card.
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22 **Section 6.3.**

23 A nominating committee may make nominations, but whether or not such nominating committee is
24 used, nomination shall be permitted from the floor at the meeting held to elect officers. Nominations
25 for officers will be held in the May general membership meeting. Candidates must personally accept
26 their nominations or have a signed declaration of candidacy submitted on their behalf at the meeting.
27 Candidates who submit a written statement of withdrawal at least twenty-four (24) hours prior to
28 balloting shall have their statement posted at the polling stations.
29

30 **Section 6.4.**

31 Elections shall take place within fifteen (15) days of the nominating meeting. Officers shall be elected
32 by secret ballot vote, and the balloting shall be so conducted as to afford all members a reasonable
33 opportunity to vote. Write-in candidates shall be allowed though only nominated candidates will have
34 candidate statements delivered to members prior to the election. At least ten (10) days advance notice
35 shall be given to the membership prior to the holding of the election.
36

37 Building contacts, with the assistance of members of the Executive Board, shall conduct a secret ballot
38 election in the buildings during posted hours on the pre-selected Election Day. Members shall vote by
39 completing their secret ballot and placing it in a sealed envelope bearing a number that corresponds to
40 the number on the election sign-in sheet. After the member has voted, the sealed envelope shall be
41 placed in the election container. No politicking or advocacy for specific candidates shall be allowed
42 within 100 feet of the polling place on Election Day.
43

44 The building contacts will take the ballots to the RSC for the count prior to six p.m. Building contacts
45 will be reimbursed five dollars (\$5.00) or the district per mile rate for a round trip between their site
46 and the RSC, whichever is greater. The Executive Board shall appoint an elections committee
47 consisting of three (3) non-candidates, at least one of which shall be a board member. The elections
48 committee shall screen ballots for eligibility. Challenged ballots shall be set aside while still sealed.

1 Qualified ballots shall be opened in a manner to assure the privacy of secret voting. After all ballots
2 have been opened, the committee shall count them. If the number of challenged ballots would not
3 potentially change the outcome of the election, the challenged ballots shall be destroyed without
4 opening them. If the challenged ballots might affect the outcome, the election results shall not be
5 certified until the challenge issues are resolved. Disputed election results will be handled by the PSE
6 staff assigned these responsibilities.
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10 ARTICLE VII

11 DUTIES OF OFFICERS

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15 **Section 7.1. President or Co-Presidents.**

16 The President or Co-Presidents shall preside at all Chapter and Executive Board meetings. The
17 President shall supervise all activities of the Chapter; execute all instruments in its behalf; counter-sign
18 all checks drawn against the funds of the Chapter; appoint all special committees of the Chapter
19 subject to the approval of the Executive Board; report periodically to the membership regarding the
20 progress and standing of the Chapter in regard to the President's official acts; prepare and send out in
21 advance an agenda for Chapter and board meetings; perform all other duties as prescribed in the
22 Bylaws and perform such other duties usually inherent in such office.
23

24 **Section 7.2. Vice President.**

25 The Vice President shall act for the President or Co-Presidents in the President's absence and perform
26 such other acts as the President or Executive Board may direct. The Vice President shall be
27 responsible for ensuring that each building has a building contact, and will have active communication
28 with all building contacts during the school year and ensure that building contacts have the knowledge
29 and information necessary to perform their duties. The Executive Board may authorize the Vice
30 President to act as a co-signer of checks drawn on the funds of the Chapter in place of or in addition to
31 either the President or the Treasurer. The Vice President shall also serve as a member of the Chapter
32 grievance panel.
33

34 **Section 7.3. Secretary.**

35 It shall be the duty of the Secretary to keep all records of the Chapter, and Executive Board, and to
36 perform such other acts as the President and Executive Board may direct. Draft minutes of board
37 meetings shall be distributed to board members. Approved minutes shall be distributed to board
38 members. Chapter meeting minutes shall be approved by the board and distributed to board members
39 and building contacts within five (5) days following the meeting.
40

41 **Section 7.4. Treasurer.**

42 The Treasurer shall receive and be accountable for all funds and monies belonging to the Chapter;
43 develop a proposed annual budget for Board and Chapter approval; pay all obligations incurred by the
44 Chapter in payment as authorized by the adopted annual budget or Executive Board; maintain bank
45 and depositories designated by the Executive Board; and shall render monthly written financial reports
46 to the Board and such additional reports as required by the Executive Board or by the membership; and
47 keep an accurate record of receipts and disbursements; and shall act as custodian of all properties of
48 the Chapter.

1 **Section 7.5. Membership Officer.**

2 It shall be the duty of the Membership Officer to maintain a current and accurate list of members of the
3 chapter in coordination with the membership information section at PSE state headquarters; ensure that
4 all members are paying dues; render periodical membership reports as required by Public School
5 Employees of Washington; meet with new employees as part of orientation for hires and perform such
6 other official functions as the president and Board of Trustees may direct.
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10 **ARTICLE VIII**

11 **MISCELLANEOUS PROVISIONS**

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14 **Section 8.1.**

15 This Chapter shall be at all times subject to the provisions of the Articles of Incorporation and Bylaws
16 of the Public School Employees of Washington/SEIU Local 1948.
17

18 **Section 8.2.**

19 Except to the extent specified in the Bylaws, no officer of this Chapter shall have the power to act as
20 agent for, or otherwise bind this Chapter in any way whatsoever. No member or group of members or
21 any other person or persons shall have the power to act on behalf of or otherwise bind the Chapter
22 except to the extent specifically authorized in writing by the President or Executive Board of the
23 Chapter.
24

25 **Section 8.3.**

26 The latest edition of Robert's Rules of Order shall be the guide in all cases in which they are
27 applicable, and in which they are not inconsistent with the, Bylaws and special rules of this Chapter or
28 of the Public School Employees of Washington.
29

30 **Section 8.4. Building Contact.**

31 Members at each worksite shall meet in September to select a building contact whose name shall be
32 forwarded to the Chapter Vice President by October 15. The Vice President will have active
33 communication with all building contacts during the school year. Communication shall be for labor
34 relations issues, discussion of current District developments, and awareness/education of significant
35 developments that will affect the membership. If the building has not elected a building contact, the
36 President can appoint one with the approval of the executive board. Building contacts shall conduct
37 the annual elections in their building. The President or Vice President may appoint acting building
38 contacts to facilitate elections when building contacts are absent or vacant.
39

40 **Section 8.5. Legislative Representative.**

41 The President shall appoint a legislative representative who shall be responsible for keeping the Board
42 and membership aware of relevant developments in the federal government, state legislature or state
43 government.
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ARTICLE IX

COMMITTEES

Section 9.1.

There shall be three (3) standing committees: Negotiating, Grievance, and Scholarship. To be eligible as a committee chair, the employee must be a member for one (1) year prior to assuming the chair. All committee chairs and joint committee representatives shall make progress reports to the Board. Each committee shall adopt operating procedures for Board approval. Committee chairs will maintain a record of committee activities which shall be turned over to the President at the conclusion of the chair's term.

Section 9.2. Negotiating Committee.

A Negotiating Committee will be comprised of the Executive Board plus the six (6) classification reps per Section 5.1. The Negotiating Committee shall continue its duties after the expiration of its term until either a contract is ratified, or the general membership relieves the committee of its duties. The Negotiating Committee is responsible for effectively and assertively representing the best interests of the entire Chapter. It shall be authorized to reach tentative agreement with the District on membership concerns.

Special rules of the Committee are:

- A. A chairperson shall be elected by the Committee.
- B. Three (3) unexcused absences constitutes automatic removal from the Committee. After two (2) unexcused absences, the member will receive written notification that a third unexcused absence will result in their removal from the Committee.
- C. In the event a breakdown in negotiations occurs for a prolonged period of time involving a serious confrontation, the membership will be polled for a consensus regarding further action.

Special procedures regarding ratification of any collective bargaining agreement:

- 1. Preparation of a written proposal by the Negotiating Committee.
- 2. Presentation of the proposal to a subsequently called general membership meeting for acceptance of ratification. Approval shall be determined by a majority of ballots cast.
- 3. Request to the District for mutual consent to re-open and/or modify the contractual agreement.
- 4. Negotiation completed with the District.
- 5. Written notification of any ratification meeting shall be provided at least ten (10) calendar days prior to any ratification vote. A summary of all changes shall be available on-line or in written form at each worksite or upon request. The Board of Trustees shall hold an informational meeting at least five (5) calendar days prior to the ratification meeting to explain the tentative agreement. Notice of the time and date of the ratification vote shall also be posted at each work site.

1 **Section 9.3. Grievance Committee.**

2 The Grievance Committee shall determine if the Chapter should support a grievance. In making such a
3 determination, the Committee shall determine if a grievance has merit up to the arbitration step. At the
4 arbitration step, the Committee shall determine if the grievance is a valid violation of the collective
5 bargaining agreement. The Committee shall be appointed by the Executive Board and shall consist of
6 the Vice President and one member from each classification. The Committee shall elect its chair.
7

8 **Section 9.4. Scholarship Committee.**

9 The Chapter shall award a minimum of one (1) scholarship at each high school. The President shall
10 appoint a Scholarship Committee chairperson who shall be responsible for ensuring that scholarship
11 recipients, if any, are selected in a confidential, fair way. The term shall be for a school year. The
12 chair shall appoint an even number of additional members; provided however, no member with a
13 graduating senior can serve on the Committee; and provided further that no member who is related in
14 any manner to an applicant may serve on the committee. The chair shall provide a verbal or written
15 report at Board meetings.
16

17 **Section 9.5. Professional Development Pooled Funds.**

18 The Chapter Executive Board shall approve expenditures from the professional development fund on a
19 monthly basis.
20

21 **Section 9.6. Other Special Committees.**

22 The Executive Board shall designate such special committees as it determines are necessary to carry
23 out the objectives and purposes of this Chapter.
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27 **ARTICLE X**

28 **CHAPTER EXPENSES**
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30

31 **Section 10.1. Budget.**

32 The Executive Board shall annually develop a budget which shall be submitted to the membership for
33 approval at the September meeting. The fiscal year shall run from September to August.
34

35 **Section 10.2. Annual Convention.**

36 The maximum number of delegates and/or alternates who may attend the Annual Convention shall be
37 determined by the PSE State Bylaws; the maximum the Chapter will send will be determined by the
38 Executive Board. The Chapter President shall be an automatic delegate should she/he choose to
39 attend. Convention delegates shall be recommended by the Executive Board and voted upon by the
40 membership at the final general membership meeting of the curriculum school year. Nominations
41 from the floor shall be taken at the meeting. Members and alternates shall represent the best interests
42 of the membership by attending workshops and meetings. After the Convention, they shall make a
43 summary report at the next Chapter meeting. Delegates with unexcused absences who are not replaced
44 by alternates, may not be eligible to attend future conventions and may be held financially responsible
45 for reimbursing the Chapter for forfeited convention expenses. Delegates who do not give a report at a
46 Chapter meeting or submit it in writing shall be ineligible for financial support for the succeeding two
47 (2) conventions. The delegate with the most votes shall be the delegation chair. Unsuccessful delegate

1 candidates shall be designated as alternates in the order of votes received, and shall be entitled to
2 replace withdrawn delegates.

3
4 Convention expenses shall be reimbursed as follows:

5 Mileage Reimbursement. The mileage reimbursement will be paid at the District per mile rate.
6 Mileage reimbursement will be calculated by the most direct route from the RSC to the destination.
7 Those drivers pooling with two (2) or more delegates or alternates shall receive an additional ten (10)
8 cents per mile. Parking costs shall be reimbursed after an acceptable receipt is received.

9 Rooms. The Board shall select the appropriate double occupancy room(s) for the delegates and
10 alternates.

11
12 Registration. The Chapter will pay the registration fee of the delegates.

13
14 Meal reimbursement per convention. Each delegate will receive a per diem amount for meals. The per
15 diem amount to be adjusted annually by the Board.

16
17 Chapter Gift and Emergency Relief Donation. The gift and donation amount shall be determined in
18 the annual budget.

19
20 **Section 10.2.1. PSE Trainings.**

21 Mileage for travel to attend PSE trainings shall be compensated as provided in Section 10.2.

22
23 **Section 10.3. Legislative Conference.**

24 The Executive Board will determine the number of members to attend conference. Conference
25 expenses will be reimbursed by the Chapter.

26
27 Mileage Reimbursement. The mileage reimbursement will be paid at the District per mile rate.
28 Mileage reimbursement will be calculated by the most direct route from the RSC to the destination.
29 Those drivers pooling with two (2) or more members shall receive an additional ten (10) cents per
30 mile.

31
32 Rooms. Double occupancy rooms up to two (2) nights.

33
34 Registration. The registration fee of the four (4) members attending the conference will be paid by the
35 Chapter.

36
37 Meal reimbursement per conference. Each member will receive a per diem amount for meals. The per
38 diem amount to be adjusted annually by the Board.

39
40 Chapter Gift for Donation. The Chapter will pay up to forty dollars (\$40.00) for a Chapter auction gift.

41
42 **Section 10.4. Zone Meetings.**

43 Any member may attend a zone meeting. Zone meeting expenses shall be reimbursed as follows:

44
45 Mileage Reimbursement. The mileage reimbursement will be at the District per mile rate. Mileage
46 reimbursement will be calculated by the most direct route from the RSC to the destination. Those
47 drivers pooling with two (2) or more members shall receive an additional ten (10) cents per mile.

1 Registration. The Chapter will pay the registration fee, if any, of any member attending a zone
2 meeting.
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6 **ARTICLE XI**
7
8 **AMENDMENTS**
9

10 **Section 11.1.**

11 These Bylaws may be amended by a majority vote of those attending any duly authorized called
12 meeting of the general membership providing, that a notice of the intent to amend any specific
13 provision be given to the members of the Executive Board and membership at least five (5) days prior
14 to the meeting at which said vote is to be taken. These Bylaws will be reviewed each year prior to
15 contract negotiation.
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22 BY: Jami Cross
23 Jami Cross, Chapter President
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25 DATE: 10/2/18
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29 Adopted April 30, 1968
30 Amended March 13, 2001
31 Amended September 15, 2005
32 Amended November 9, 2008
33 Amended September 22, 2011
34 Amended March 29, 2013
35 Amended September 27, 2018
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