

CHAPTER BYLAWS

TOLEDO

Public School Employees of Washington / SEIU Local 1948
P.O. Box 798
Auburn, Washington 98071-0798
1-866-820-5652

TABLE OF CONTENTS

	<u>Page</u>
PREAMBLE	1
ARTICLE I	1
ARTICLE II	1
ARTICLE III	1
ARTICLE IV	2
ARTICLE V	2
ARTICLE VI	4
ARTICLE VII	4
ARTICLE VIII	6
ARTICLE IX	6
ARTICLE X	7
ARTICLE XI	8
ARTICLE XII	9

1
2
3
4
5
6
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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 Toledo School District and to conduct internal organizational affairs according to democratic standards.

THEREFORE, we, the classified school employees of Toledo School District, in meeting, adopt these Bylaws this 22nd day of May, 1980.

A R T I C L E I

Section 1.1.

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

A R T I C L E I I

Section 2.1.

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 on May 22, 1980.

A R T I C L E I I I

Section 3.1.

This organization shall continue until a majority of all of the members vote to dissolve the 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 / SEIU Local 1948.
- B. To promote the organization of Public School Employees in the Toledo School District.
- C. To promote the welfare of the membership and the classified employees of the Toledo 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.
- 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 Toledo 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.

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.

Section 5.2. Dues.

- A. **State Dues.**
State dues shall be paid monthly to the state office of PSE/SEIU 1948 as outlined in the state bylaws.
- B. Local membership dues of this organization shall be three dollars (\$3.00) per month.



- 1 C. Local membership dues shall be payable monthly, in advance, to the Secretary-Treasurer, and in
2 any event shall be paid no later than the 15th day of the month in which they become due. Any
3 member who fails to pay the dues by the 15th day of the month in which they become due shall
4 be considered delinquent and upon failure to pay dues for two (2) successive months, shall stand
5 suspended. Provided, however, that persons who are paying dues through a system of regular
6 payroll deduction shall, for as long they continue to pay through such payroll deduction, be
7 considered to be in good standing.
8
- 9 D. A member suspended under the above section may be reinstated to membership in the
10 organization upon payment of all arrears or upon payment of a reinstatement fee of two dollars
11 (\$2.00), plus current monthly dues.
12
- 13 E. When a member is unemployed for more than twenty (20) days in any calendar month and does
14 not receive unemployment compensation or sick pay or other remuneration, they may be entitled
15 to credit for dues for the period of unemployment, not to exceed six (6) months in any calendar
16 year.
17
- 18 F. Membership dues are not refundable except where an error resulting in an overpayment exists.
19
- 20 G. In addition to local and state dues, five dollars (\$5.00) shall be paid monthly through payroll
21 deduction to the Scholarship Fund. Scholarship funds will be handled separately from all other
22 chapter funds and will be used solely for scholarship purposes.
23

24 **Section 5.3. Rights.**
25

- 26 A. Members shall suffer no impairment of freedom of speech concerning the operation of this
27 organization. Active discussions of organization affairs shall be encouraged and protected within
28 this organization.
29
- 30 B. Members shall have the right to fair and democratic elections at all levels of the organization.
31 This includes due notice of nominations and elections, equal opportunities for competing
32 candidates, and proper election procedures which shall be specifically set forth.
33
- 34 C. Members shall have an equal right to run and hold office, except those persons set forth in RCW
35 41.56.030 Par. 2, a, b and c; and those employees classified either by State statute or appropriate
36 State regulatory agencies as being a “supervisory employee”.
37
- 38 D. Members shall have the right to a full and clean accounting of all organizational funds. At all
39 levels such accounting shall include, but not be limited to, periodical reports to the membership
40 by appropriate fiscal officers or by independent auditors not otherwise connected with the
41 organization, and a financial audit at least once a year which is made available to all members.
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- 43 E. Members shall have the right to full participation, through discussion and vote, in the decision
44 making processes of the organization and to pertinent information needed for the exercises of this
45 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 or the Board of Trustees.

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 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. A minimum of five (5) members must be present to constitute a quorum before any organization business may be transacted.

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, and Secretary-Treasurer.

Section 7.3.

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

Section 7.4.

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

1 **Section 7.5.**

2 Each member of the Board of Trustees shall possess one (1) vote in matters coming before the Board.
3 All voting at meetings of the Board of Trustees shall be by each member present in person, and voting
4 by proxy shall not be allowed. A majority of the members of the Board of Trustees shall constitute a
5 quorum.
6

7 **Section 7.6. Board/Membership Relationships.**

8 A positive, constructive, cooperative relationship between the Board of Trustees and the membership is
9 essential to achieving the mission and vision of the organization. Therefore, the board and membership
10 will conduct themselves in a way that promotes mutual trust, demonstrates respect for individual dignity,
11 and displays professionalism. The board shall utilize positive conflict resolution methods and maintain
12 open, honest lines of communication that respect an appropriate chain of command within the chapter.
13

14 **Section 7.6.1. PSE / SEIU LOCAL 1948 Field Staff.**

15 PSE/SEIU Local 1948 field staff shall work closely with the chapter in an advisory position. All
16 decisions governing the business of the local chapter shall be the sole responsibility of the elected
17 officials and membership of the chapter.
18

19 **Section 7.7.**

20 Any trustee may be removed from office by a two-thirds (2/3) majority vote of the membership at any
21 regular or special meeting of the membership of the organization. Notice of the proposed removal of the
22 trustee must be given to the trustee five (5) days prior to the date of the meeting at which the removal is
23 to be voted upon. Such notice to the trustee must state the cause for the proposed removal.
24

25 **Section 7.8.**

26 Unexcused absences from two (2) consecutive meetings of the Board of Trustees shall be due cause for
27 removal of the trustee by the Board of Trustees. Removal of a Board member because of excessive
28 absenteeism shall not require the 2/3 vote of membership.
29

30 **Section 7.9.**

31 Any vacancies occurring on the Board of Trustees by reason of death, resignation or removal shall be
32 filled by the membership. This special election shall be by secret ballot and so conducted as to afford all
33 members a reasonable opportunity to vote. At least ten (10) days advance notice shall be given the
34 membership prior to the holding of the election. Such electee shall serve during the unexpired term of
35 the trustee whose position has become vacant.
36

37 **Section 7.10. Media.**

38 The president, or his/her designee, is the primary spokesperson for the chapter. Media inquiries to
39 individual board members about matters of chapter concern should be referred to the chapter president.
40 Inquiries about a position of PSE/SEIU Local1948 on any matter of statewide concern or specific
41 legislation should be referred to the executive director at state headquarters.
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ARTICLE VIII

OFFICERS, NOMINATIONS AND ELECTIONS

Section 8.1.

The officers of this organization shall be a President, a Vice President, and Secretary-Treasurer. All officers shall be elected for a term of one (1) year.

Section 8.2.

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 8.3.

To be eligible for office, a member must be in good standing for one (1) 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 8.4.

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 8.5.

Every officer and trustee shall, upon assuming office, subscribe to the obligation of an officer and trustee, contained in these bylaws and the bylaws of Public School Employees of Washington / SEIU Local 1948.

ARTICLE IX

DUTIES OF OFFICERS

Section 9.1. 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; 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-Treasurer.

1 **Section 9.3. Secretary-Treasurer.**

2 It shall be the duty of the Secretary-Treasurer to keep all records of the organization, the Board of
3 Trustees, and to perform such other acts as the President and Board of Trustees may direct. The
4 Secretary-Treasurer shall receive and be accountable for all funds and monies belonging to the
5 organization; pay all obligations incurred by the organization in payment as authorized by the Board of
6 Trustees; maintain bank accounts and depositories designated by the Board of Trustees; and such money
7 shall be withdrawn only by checks signed by the President and/or Vice President and the Secretary-
8 Treasurer; and shall render periodical financial reports as required by the Board of Trustees or by the
9 membership; and keep an accurate record of receipts and disbursements; and shall act as custodian of all
10 properties of the organization.
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14 **ARTICLE X**

15 **MISCELLANEOUS PROVISIONS**

16
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18 **Section 10.1.**

19 This organization shall be at all times subject to the provisions of the Articles of Incorporation and
20 Bylaws of the Public School Employees of Washington / SEIU Local 1948.
21

22 **Section 10.2.**

23 Local chapters shall adopt bylaws that do not conflict with PSE/SEIU Local 1948 state bylaws. State
24 bylaws shall always supersede local bylaws where conflict exists.
25

26 **Section 10.3.**

27 This chapter shall send to the PSE/SEIU Local 1948 state office a list of names and addresses of its
28 Board of Trustees and members, together with other information required by PSE/SEIU Local 1948 and
29 shall notify PSE/SEIU Local 1948 of all changes in board members, members, and addresses.
30

31 **Section 10.4.**

32 Except to the extent specified in the Bylaws, no officer of this organization shall have the power to act as
33 agent for, or otherwise bind this organization in any way whatsoever. No member or group of members
34 or any other person or persons shall have the power to act on behalf of or otherwise bind the
35 organization except to the extent specifically authorized in writing by the President or Board of Trustees
36 of the organization.
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38 **Section 10.5.**

39 This chapter shall not enter into any collective bargaining agreement, amendment thereto, dispute
40 settlement agreement, grievance settlement agreement, or any other agreement or waiver which affects
41 or pertains to wages, hours or working conditions of the employees in the bargaining unit, nor any
42 agreement which would affect the rights of employees represented by PSE, nor any agreement affecting
43 the scope of any collective bargaining unit, with the district, employer, or other entity or agent, unless
44 such agreement is first reviewed and approved by the executive director of Public School Employees of
45 Washington / SEIU Local 1948 or his/her designee, provided decisions of the executive director may be
46 appealed to the Board of Directors.
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ARTICLE XII

AMENDMENTS

Section 12.1.

These Bylaws may be amended by a majority vote of the 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 at least five (5) days prior to the meeting at which said vote is to be taken.

Adopted by the membership this 22nd day of May, 1980
Amended December, 1985
Amended March 28, 2005
Amended November 29, 2011

Signed by _____

Lynda Thomas, President