



BY-LAWS OF THE MARYSVILLE EDUCATION ASSOCIATION

(Amended and approved by Representative Council on May 22, 2007)

ARTICLE I - GOALS

Section 1. The Marysville Education Association shall be a member-advocate association and shall develop and maintain association strength and security in working toward the following goals:

- Goal I: An independent, self-governing organization for members of the teaching profession with which all certificated staff can identify.
- Goal II: Guaranteed professional and economic rights and interests of members.
- Goal III: Effective association influence on public affairs and public opinions.
- Goal IV: To bargain collectively in accordance with the laws of the State of Washington without discrimination in representation on the basis of gender, race, color, appearance, religion, ethnic or national origin, political beliefs, marital status, age, actual or perceived sexual orientation, socio-economic and family background, language, or physical or mental ability.
- Goal V. To promote professional growth and training opportunities to members.
- Goal VI. Promoting cooperation and understanding among the district, members, and the community.

ARTICLE II - MEMBERSHIP

Section 1. Enrollment blanks embodying the unified plan of membership shall be furnished by the State Association.

- Section 2. There shall be the following classes of membership in the Marysville Education Association:
- A. Active Membership shall be open to any person engaged in the profession of teaching or in other education work who holds or shall be eligible to hold a baccalaureate or higher degree or a Washington State Certificate (where required) and shall also be open to the president or other released-time officer of the Association.
 - B. Substitute Membership shall be limited to employees employed by the district for more than 30 days within the present or past 12-month period or for a period of at least 20 consecutive days.
 - C. Honorary Membership may be open to any former MEA member in good standing.

Section 3. Membership may be terminated by expulsion or suspension or a member may be censured in accordance with the WEA constitution for a violation of the Code of Ethics, or for refusing to abide by the WEA constitution and by-laws.

ARTICLE III - DUES AND ASSESSMENTS

- Section 1.
- A. The annual dues of an active member shall be .009 of the base salary and base T.R.I. schedule of the district's teachers for September of the current year. Said dues are to be adjusted in amount to the nearest whole dollar (\$1.00).
 - B. The annual dues of teachers who present proof of one-half employment or less shall be one-half of the dues for active members as listed above.
 - C. The annual dues of a teacher employed after the first month of the school year (September 1 - September 30) shall be the regular dues prorated by the number of months remaining in the school year.

Section 2. Changes to Article III, Section 1.A. for the ensuing year will be announced at the final spring meeting and will go into effect on September 1 of each year.

Section 3. The general membership shall vote on any increase or decrease in dues in Article III, Section 1.A.

Section 4. Payment of MEA dues shall be accompanied by payment of UniServ, state and national dues.

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Section 5. Special assessments may be levied by a two-thirds (2/3) vote of the general membership.

Section 6. The local, UniServ, state and national dues and special assessments of all members shall be payable to the Marysville Education Association or the Washington Education Association.

ARTICLE IV - EXECUTIVE BOARD

Section 1. The executive board shall consist of president, vice president, past president, secretary, and treasurer of the Association, two elementary executive board members elected by only elementary members, two secondary executive board members elected by only secondary members, and chairpersons of the standing committees. (One elementary executive board member and one secondary executive board member shall be elected on alternating years.)

Section 2. Meetings of the executive board shall be held in accordance with action of the executive board or on call of the president or on request of a majority (majority is 50% plus one) of the executive board.

Section 3. All executive board members shall serve for a term of two years.

Section 4. The executive board shall act on all matters by a majority of its members.

Section 5. The executive board shall be the administrative body responsible for the management of the Marysville Education Association.

Section 6. For official business conducted by the executive board, a quorum of 50% must be present.

ARTICLE V - DUTIES OF OFFICERS

Section 1. President - The president shall be the presiding officer of the Marysville Education Association and shall:

- A. Preside at all meetings of the MEA, of the executive board, of the representative council, and of all special/emergency meetings for which no chairperson had been previously designated to preside.
- B. Prepare an agenda for each meeting.
- C. Call special meetings.
- D. Assume responsibility of leadership of the MEA.

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- E. Coordinate and direct commissions and committees of the MEA.
- F. Sign contracts and other instruments connected with the business affairs and professional activities of the MEA.
- G. Perform such duties as may pertain to his/her office provided elsewhere in the constitution, by-laws, or standing rules.
- H. Appoint negotiators with the approval of the representative council.
- I. Appoint vacancies in executive board if such vacancies exist with approval of executive board and representative council.
- J. Specify designee if he/she is unable to attend Marysville School District #25 School Board meetings.

Section 2. Vice President - The vice president shall assume the duties of the president during the president's absence and shall:

- A. Assist the president in the administration of the activities of MEA.
- B. Perform such duties as may properly pertain to the office, carrying out administrative functions that may be assigned by the president or that may fall to this office as a result of structural and organizational changes within MEA.
- C. Attend all executive board and representative council meetings.
- D. Perform such other duties as may properly pertain to this office or as may be provided elsewhere in the constitution, by-laws, or standing rules.
- E. Attend all Marysville School District #25 School Board meetings. The vice president will specify a designee if unable to attend.
- F. Serve as parliamentarian or specify a designee.

Section 3. Secretary - The secretary shall attend and keep the minutes of the meetings of executive board and representative council, including record of members present.

Section 4. Treasurer - The treasurer or designee (president/MEA paid employee) shall:

- A. Account for the receipt and disbursement of all monies of the Marysville Education Association.
- B. Maintain permanent financial records as custodian of all funds of the MEA.

- C. As local agent of the Pilchuck UniServ, the WEA, and the NEA, forward all portions of their money(s) within thirty (30) days of receipt.
- D. Prepare financial and budget reports required by the MEA.
- E. Attend all executive board and representative council meetings.
- F. Perform such other duties as may properly pertain to this office or as may be provided elsewhere in the constitution, the by-laws, or the standing rules.

Section 5. Past President - The past president shall:

- A. Serve as advisor to the president and officers of the MEA.
- B. Attend executive board and representative council meetings.
- C. Perform other such duties as the president shall delegate.

Section 6. Elementary and Secondary Executive Board Members - The elementary and secondary executive board members shall:

- A. Serve as a conduit for concerns and information to and from their constituencies.
- B. Attend all executive board and representative council meetings.

ARTICLE VI - BUDGET

Section 1. The preparation of the preliminary budget and the final budget shall be the responsibility of the treasurer, designee and president. Both the preliminary budget and the proposed final budget shall be reviewed and adjusted as necessary by the executive board.

Section 2. The preliminary budget shall be submitted to the MEA executive board at the December board meeting. The final budget shall be submitted for adoption to the representative council at the first meeting in December.

ARTICLE VII - COMMITTEES

Section 1. A majority of all members of any committee shall constitute a quorum, which is 50%.

Section 2. Ad hoc committees may be authorized by the executive board or general membership. Members of the committee will be appointed by the president, as approved by executive board.

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Section 3. The committees shall receive their charges from the president, as approved by the executive board.

Section 4. The standing committees of the MEA shall include:

- A. The political action committee.
- B. The grievance committee.
- C. The negotiations committee.
- D. The special education committee.
- E. The specialists committee.
- F. The voting committee.
 - 1) Equal representation of secondary and elementary members will be on the voting committee.

Section 5. Committees should make interim reports to the executive board and to the representative council.

ARTICLE VIII - ACCOUNTING PROCEDURES

Section 1. All invoices and bills submitted for payment must be approved prior to payment by the treasurer, designee, or president.

Section 2. All monies received by the MEA shall be placed and kept in such accounts as the executive board shall determine and shall be disbursed by such officers and in such manner as the executive board shall determine.

Section 3. A review of all Association expenditures shall be conducted annually and a report issued to the general membership.

ARTICLE IX - BUILDING REPRESENTATIVES

Section 1. It shall be the responsibility of each building to determine the method of selecting their representative from among themselves.

Section 2. The representative council shall consist of at least one delegate from each faculty unit within the district for the first ten members; such faculty unit shall be entitled to an additional delegate for each 15 active members of the Association or major fraction thereof.

Section 3. Building representatives shall serve the general membership in the following manner:

- A. Distribute newsletters, reports, bulletins, etc., to the teachers in their building.
- B. Hold building meetings in a timely manner.

- C. Inform building teachers of meetings, elections, and information, etc.
- D. Report to the president any situations, concerns of members, etc. which are of importance or require a meeting of the executive board or general membership.
- E. Serve on the representative council.

Section 4. Building representatives shall assume their duties at the beginning of the school year.

Section 5. Building representatives may be recalled or removed at any election called for that purpose by a two-thirds (2/3) vote of all building members. If a building representative is recalled or removed, a new building representative shall be selected by the building membership to serve the balance of the unexpired term.

ARTICLE X - REPRESENTATIVE COUNCIL

Section 1. The representative council shall consist of the selected building representatives and the members of the executive board.

Section 2. The representative council shall meet once a month on a date established by the executive board.

Section 3. Special meetings of the representative council may be called by the president or by written request of three (3) building representatives.

Section 4. The duties of the representative council shall be to:

- A. Adopt all policies governing the Association as are consistent with the constitution and these by-laws.
- B. Approve the annual budget.
- C. Act on reports and resolutions presented to the representative council.
- D. Be the final judge of the qualifications and elections of elected officers and building representatives.
- E. Retain all powers and duties not delegated to the executive board (officers of the Association).
- F. Approve proposed amendments to the current Collective Bargaining Agreement.

ARTICLE XI - NOMINATIONS AND ELECTIONS

- Section 1. Nomination forms for open positions shall be sent to each active member. The consent of the individuals placed on the nomination form must first be obtained.
- Section 2. The candidates will be announced at a representative council meeting prior to the election.
- Section 3. The secret ballots shall be prepared by the president's designee(s) and distributed under the supervision of the building representative for a period of five (5) days.
A. All candidate names will be randomly drawn and placed on the ballot in the order drawn.
- Section 4. The ballots shall be collected by the building representative and delivered to the MEA office by the end of the fifth day.
- Section 5. The president's designee(s) shall meet at the end of the five-day period and tally the ballots.
- Section 6. The names of the newly elected officers shall be posted on the MEA web site the following day and published in the next edition of the *Frontline*.
- Section 7. The representative council shall certify the qualifications of candidates and validity of elections of officers at the first representative council meeting following the election.
- Section 8. The president's designee(s) shall keep the secret ballots until the end of the school year in case a question should arise concerning the ballots or the election.
- Section 9. If after the nomination period closes there is an uncontested candidate for a position, that candidate shall be considered elected and will be announced as such to the membership. The same would hold true for a slate of candidates for a specified number of positions.

ARTICLE XII - VOTING

- Section 1. All voting shall take place at the building level except contract ratification or special situations as deemed necessary by the executive board.

Section 2. The ballots shall be prepared by the president's designee(s) and distributed under the supervision of the building representative for a period of five days.

A. Responses for ballots will be randomly drawn and placed on the ballot in the order drawn.

Section 3. The ballots shall be collected by the building representative and delivered to the MEA office by the end of the fifth day.

Section 4. The president's designee(s) shall meet at the end of the five-day period and tally the ballots.

ARTICLE XIII- QUORUM

Section 1. A general membership quorum shall consist of one-third (1/3) of the active membership.

ARTICLE XIV- RATIFICATION OF AGREEMENTS

Section 1. Agreements may be ratified during summer or other vacations or holidays when a quorum is present.

Section 2. Agreements will be considered ratified when accepted by a simple majority of members present, as long as the notice concerning the ratification vote was publicized to the general membership.

ARTICLE XV- AMENDMENTS

Section 1. These by-laws may be amended by a majority vote of those present at any regular meeting of the representative council, provided the proposed amendment has been approved by the executive board and sent to the representative council not less than two (2) calendar weeks in advance of the meeting.

ARTICLE XVI- REPRESENTATION

Section 1. Pilchuck UniServ Council: MEA shall be represented by the president, vice president, and delegates appointed by the president and approved by the executive board. The number shall follow the UniServ apportionment guidelines.

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Section 2. State and National Representation: Those planning on attending either the WEA Representative Assembly or the NEA Representative Assembly must commit to attending the Pilchuck Mock Assembly. They are also required to be on the floor and to vote during the assembly.

THE BY-LAWS OF THE MARYSVILLE EDUCATION ASSOCIATION CONTAIN ARTICLE I
THROUGH ARTICLE XVI, SECTION 2.

Amended and approved May 18, 1992
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