

Raymore-Peculiar NEA Constitution and Bylaws

CONSTITUTION OF THE RAYMORE-PECULIAR NEA NATIONAL EDUCATION ASSOCIATION

PREAMBLE

We the members of the Raymore-Peculiar National Education Association (RPNEA), in order to promote and advance the cause of education for all individuals, promote professional excellence among educators, gain recognition of the basic importance of educators in the learning process, protect the rights of educators and advance their interest and welfare, secure professional autonomy, unite educators for effective citizenship, promote and protect human and civil rights and obtain for its members the benefits of an independent, united teaching profession, do hereby adopt these Constitution and Bylaws.

ARTICLE I NAME

The name of this organization shall be Raymore-Peculiar National Education Association (RPNEA).

ARTICLE II GOALS AND OBJECTIVES

The goals of the Association shall be as stated in the Preamble. The Association shall have all power necessary and proper to take action for the attainment of these goals; all within the meaning of Section 501(C)(5) of the Internal Revenue Code. Nothing in the Constitution or Bylaws shall be construed to prevent the Association from pursuing objectives that are consistent with the stated goals of the Association.

ARTICLE III MEMBERSHIP

SECTION 1: Classes of Membership

There shall be at least three (3) classes of membership in the Association: Active, Retired, and Reserve.

SECTION 2: Membership and Fiscal Year The membership year and fiscal year shall be from September 1 through August 31.

SECTION 3: Membership Dues Dues for the following membership year will be set by the local representative assembly at the last meeting of the membership year.

SECTION 4: Property Interest of Members All rights, title and interest, both legal and equitable, of a member in and to the property of the Association shall end upon the termination of membership.

ARTICLE IV OFFICERS

SECTION 1: Officers The officers of the Association shall consist of a President, a Vice President, a Secretary, and a Treasurer.

SECTION 2: Duties and Powers of the Officers

a. President. The President shall preside over meetings of the Executive Board and the Representative Assembly, appoint the chairperson and members of standing committees, except the nominating committee, appoint special committees, serve as ex-officio member of all committees except nominating committee, and shall be the executive officer of the Association. Committee vacancies shall be filled by appointment by the President with approval of the Executive Committee. The President shall represent the Association before the public either personally or through delegates, and shall perform the duties prescribed by the Constitution and Bylaws and by the parliamentary authority adopted by the Association.

b. Vice President. The Vice President shall meet monthly with committee chairpersons to discuss committee activity, assist the committees to identify recommendations ready for action by the Representative Assembly, prepare committee progress reports for members.

The Vice President shall perform the duties prescribed by these Bylaws and by the parliamentary authority adopted by the Association.

If the local Association has a Vice President, he/she shall become the president at the expiration of the President's term or when the presidency becomes vacant.

c. Secretary. The Secretary shall keep accurate minutes of all meetings of the Executive Committee, Representative Assembly, and any other Association business meetings, shall maintain official files, and shall assist the President with Association correspondence.

d. Treasurer. The Treasurer shall hold the funds of the Association and disburse them upon authorization of the Executive Committee. The Treasurer shall be responsible for the collection of dues and shall follow any membership plan authorized by the Executive Committee and or Membership Committee. The Treasurer shall collect dues through the membership plan and transmit amounts due to the Missouri NEA. The Treasurer shall maintain a roll of the members, shall keep accurate accounts of receipts and disbursements, shall report to each meeting of the Representative Assembly and shall prepare an annual financial statement for publication to members as directed by the Executive Committee. Monthly financial reports shall be given to the Executive Committee and the Representative Assembly.

The Treasurer shall be bonded by the Association.

The Treasurer shall assist the Budget Committee in the initial drafting of the annual budget and shall provide copies of financial statements upon request of the Budget Committee Chairperson.

SECTION 3: Qualifications

All candidates for office shall be Active members of the Association. All officers shall maintain

membership in the Association during their term.

SECTION 4: Term of Office

Officers shall serve for a term of two (2) years until their successors are elected.

ARTICLE V EXECUTIVE COMMITTEE

SECTION 1: Powers

The Executive Committee shall be the executive authority of the Association. Within the policies established by the Representative Assembly, the Executive Committee shall be responsible for the management of the Association, approve all expenditures, and carry out all policies of the Association. It shall report its transactions and those of the Representative Assembly to the members and shall suggest policies for consideration by the Representative Assembly.

SECTION 2: Composition

The Executive Committee of the Association shall consist of the President, Vice President/President-Elect, Secretary, Treasurer and one (1) representative elected by high school members, one (1) representative elected by middle school or junior high school members, and one (1) representative elected by elementary school members. (composition of the Executive Committee is to be determined by the Association)

SECTION 3: Meetings

Regular meetings of the Executive Committee shall be held on the first Wednesday of each month. Special meetings of the Executive Committee can be called by the President and shall be called only upon the written request of three (3) members of the committee.

SECTION 4: Vacancies

Vacancies in the offices of Vice President/President-Elect, Secretary or Treasurer shall be filled by appointment of the Executive Committee until the next scheduled election.

ARTICLE VI REPRESENTATIVE ASSEMBLY

SECTION 1: Powers

The legislative and policy making body of the Association shall be the Representative Assembly. The Representative Assembly shall have the power:

- a. To approve the budget.
- b. To set the dues for the Association.
- c. To act on reports of committees.
- d. To approve resolutions and other policy statements.

- e. To adopt procedures to monitor adherence to the Code of Ethics of the Education Profession and adopt procedures to be followed in censuring, suspending, and expelling members for cause or in reinstating members.
- f. To adopt rules governing the conduct of the meetings as are consistent with the Bylaws.
- g. To be the final judge of the qualifications and election of officers and Association Representatives.
- h. Powers not delegated to the Executive Committee, the officers, or other groups in the Association, shall be vested in the Representative Assembly.

SECTION 2: Composition

The Representative Assembly shall consist of one or more representatives from each school or building unit, and the chairpersons of standing committees.

Members of the Executive Committee shall be members of the Representative Assembly.

SECTION 3: Attendance

Any member of the Association who is not an Association Representative to the Representative Assembly may attend the Representative Assembly, but shall sit apart from the voting body. Any member may receive permission from the chair to speak.

SECTION 4: Election of Association Representatives

In each school building, the Association members in good standing shall elect one Association Representative for each ten (10) members or major fraction thereof. Association Representatives shall serve for a term of years and until their successors are elected. There shall be at least one from each building. Where more than one Representative is elected, one shall be designated the Senior Association Representative and their terms shall be staggered. Elections shall be held in April, and Representatives shall take their seats in the May meeting of the Representative Assembly.

SECTION 6: Meetings

The Representative Assembly shall meet on the second Wednesday of each month.

ARTICLE VII COMMITTEES

SECTION 1: Appointment

Standing committees, sub-committees, and or special committees shall be appointed by the President with approval of the Executive Committee.

SECTION 2: Standing Committees

Standing Committees shall be: Membership, Salary and Welfare Research, Negotiations,

Professional Rights and Responsibilities, Instructional and Professional Development, Legislative and Political Action, Public Relations, Budget, Bylaws, Program and Social, and Nominating and Elections. (All standing committees, with the exception of the Nominating and Election Committee, are optional and may be established by the local MNEA affiliate as needed.)

SECTION 3: Meetings

Each standing committee shall meet regularly according to a calendar developed by the Executive Committee and may hold special meetings at the call of the chairperson.

SECTION 4: Reports and Records

Each committee shall choose a secretary who shall keep a continuing record of activities. Chairpersons shall report items of action to the Representative Assembly and shall prepare an annual written report summarizing objectives, action programs, gains, and unreach goals. These annual committee reports shall be filed by the Executive Committee to become a part of the continuing committee record in the Association files.

SECTION 5: Ex-Officio Members

The President and/or Vice President/President-Elect shall serve as ex-officio members of all committees, except the Nominating Committee.

SECTION 6: Duties of Standing Committees

a. The Membership Committee shall organize and conduct unified local, state and national membership enrollment of non-members and inform members of policies, programs, services and accomplishments of the Association.

The Committee shall develop and conduct year-long programs for orientation of education employees new to the community, the school system and the Association.

b. The Negotiations Committee shall develop Association positions on salary, fringe benefits, and other economic benefits and shall compile data for support of such positions in negotiations.

It shall develop the initial contract proposals, determine the areas of internal responsibilities, and keep the general membership well informed on developments in negotiations. Information to the membership is coordinated through the Public Relations Committee and the President.

The Committee shall have the power to recommend members for the Negotiations Team and call in consultants. All other authority and power of the Committee shall be established by resolution of general membership.

The Negotiations Committee shall meet regularly with the Negotiations Team.

c. The Public Relations Committee shall be responsible for publishing the Local newsletter and special bulletins, for assisting the Executive Committee in developing news releases to the

media, for developing survey instruments, for establishing a speaker's bureau, and for promoting activities to benefit the welfare of school children.

d. The Budget Committee shall study financial needs of the Association, prepare an annual budget for the Association, and present a budget to the members for approval. The annual budget prepared by the Committee shall be presented to the Executive Committee and shall be approved by the Executive Committee before it is presented to the members for approval.

e. The Bylaws Committee shall recommend changes in the Bylaws required to facilitate functioning of the Association and shall inform members of proposed changes in the Bylaws at least two weeks prior to the time such proposals shall be presented for approval.

f. The Program and Social Committee shall arrange for all meetings and for functions sponsored by the Association.

g. The Nominating and Elections Committee shall:

1. Prepare a written ballot for election of its officers as specified in Article IV of the Bylaws.
2. Conduct all elections with open nominations and a secret ballot except as specified in Article IV, Section 4 b.
3. Make all arrangements for the elections and shall appoint tellers as necessary to conduct a fair election.

No member of this committee shall be a candidate for any office in the Association and no current member of the Executive Committee shall serve as a member of this committee.

h. The Professional Rights and Responsibilities Committee shall be responsible for developing and implementing a grievance procedure. It shall work to help assure members of due process. It shall keep the membership informed of developments in the area of employee rights and responsibilities.

i. The Instructional and Professional Development Committee shall:

1. Investigate and inform the members on matters pertinent to standards of excellence of professional preparation and practice.
2. Keep the membership informed of activities of the Local, Missouri NEA and NEA affiliate committees and make recommendations regarding the same.

j. The Legislative and Political Action Committee shall keep members up to date on legislative activity at the state and national levels, coordinate legislative efforts with Missouri NEA and NEA, and conduct membership awareness campaigns to ensure that members know and exercise their political rights and responsibilities. (All standing committees, with the exception of the Nominating and Election Committee, are optional. Duties, activities, responsibilities may be established by the local MNEA affiliate as needed.)

ARTICLE VIII NEGOTIATIONS TEAM

SECTION 1: Composition

The Negotiations Team shall consist of two (2) members. Members of the Team and the chief negotiator shall be recommended by the Negotiations Committee and shall be appointed by the President with the approval of the Executive Committee.

SECTION 2: Powers

The Negotiations Team shall have the authority to bargain in good faith, including the right to modify proposals and make concessions on behalf of the Association subject only to ratification of the entire contract by the membership.

The Negotiations Team shall be responsible for representing the bargaining unit at the bargaining table and shall have the authority to reach on-the-spot tentative agreement on any or all items.

SECTION 3: Referral to the Representative Assembly

The Negotiations Team shall refer the final tentative agreement package to the Representative Assembly. The team does not have the authority to deal directly with the Association membership.

SECTION 4: Responsibilities

It shall be the responsibility of the Team to report to the Negotiations Committee and to meet with the Committee to receive direction and guidance. The Team shall recommend positions and courses of action to the Negotiations Committee. The Team shall meet periodically with the Executive Committee and the Chairperson of the Negotiations Committee.

It shall be the responsibility of the Team to develop negotiation updates and reports for the general membership.

ARTICLE IX AFFILIATION

SECTION 1: The Association shall enter into a reciprocal contractual agreement between the RPNEA Local and the National Education Association as stated in the NEA Constitution.

SECTION 2: The Association shall affiliate with the Missouri NEA as regulated in the Missouri NEA's Constitution and Bylaws.

ARTICLE X ELECTIONS

SECTION 1: Election of Officers

a. Officers of the Association shall be elected for a two (2) year term. b. Election of officers shall be in the month of April or May. Officers shall take office June 1, following the election.

SECTION 2: Recall

Elected officials of the Association shall be subject to a recall election.

a. The recall election shall be held upon a petition of 60% (to be determined by the Association) of the Association membership.

b. The election shall be held at a meeting scheduled not less than thirty (30) nor more than sixty (60) days after receipt of the petition.

SECTION 3: Delegate Elections

a. Delegates to the NEA Representative Assembly shall be elected in compliance with the NEA Constitution and Bylaws.

b. Delegates to the Missouri NEA Representative Assembly shall be elected in compliance with the Missouri NEA Bylaws.

SECTION 4: Election Procedures

The Association shall conduct all elections with open nominations and a secret ballot. When the number of candidates declared equals the number of positions to be filled, the chair shall declare such candidates elected.

Rules for conducting elections shall be established by the Nominations and Elections Committee.

SECTION 5: One Person One Vote

All elections shall be in accordance with the one-person, one-vote principle.

SECTION 6: Ethnic Minority Representation

The Association shall take such steps as are legally permissible to achieve ethnic- minority representation at least proportionate to its ethnic minority membership on elected and appointed bodies.

ARTICLE XI AMENDMENTS

SECTION 1: Voting Requirements

The Constitution and Bylaws can be amended by a majority vote of the membership.

SECTION 2: Procedures

a. Proposed amendments to the Constitution and Bylaws may be submitted by petition signed by a majority of the membership, the Bylaws and Rules Committee, or Executive Committee.

b. Proposed amendments will be printed in a publication at least thirty (30) days prior to the meeting at which they will be considered.

c. Proposed amendments shall be accompanied by a written rationale.

SECTION 3: Electronic Notification and Meetings

Unless indicated otherwise in the Constitution and Bylaws, all communications, including meeting notices may be sent electronically. The membership, Officers, Committees and other ad hoc groups are authorized to meet by electronic means so long as all members may simultaneously hear each other and participate during the meeting, in adherence to Association policies.

BYLAWS OF THE RAYMORE-PECULIAR NATIONAL EDUCATION ASSOCIATION

BYLAW 1: MEMBERSHIP

SECTION 1: Eligibility to Membership

a. Active membership shall be open to any person who is employed by the

Raymore-Peculiar School District or an employee on a limited leave of absence from professional educational work. An Active member must hold a baccalaureate or higher degree; or must hold or be eligible to hold the regular teaching, vocational, or technical certificate required by his or her employment; or shall be an exchange teacher who is regularly employed as a teacher in another country;

or be employed as an Education Support Professional. Active membership is limited to persons who support principles and goals of the Association and who maintain membership in the Missouri National Education Association and the National Education Association where eligible.

c. Retired membership shall be open to any person eligible for Active or Education Support membership prior to retirement.

d. Reserve membership shall be open to any person (i) who is on a leave of absence of at least six months from the employment that qualifies him or her for Active membership or (ii) who has held Active membership in the Association but whose employment status no longer qualifies that individual for such membership.

SECTION 2: Rights and Limitations

a. The Association shall not deny membership to individuals on the basis of race, color, national origin, creed, gender, sexual orientation, age, handicap, marital status, or economic status.

b. Any individual who is a member of a negotiating team representing the school board shall be denied membership.

c. Membership in the Association may be denied by virtue of educational position by vote of the RPNEA. Educational positions eligible for membership shall be determined by secret ballot of the Association.

d. The right to vote and to hold elected or appointed positions shall be limited to Active membership except as otherwise provided.

e. All members shall be eligible to receive special services, to obtain assistance in the protection of professional and civil rights, and to receive reports and publications of the Association. f. Membership shall be continuous unless terminated for cause. g. Any member who changes professional or occupational position shall be

transferred to the class of membership applicable to the new position.

h. No member may be censured by, suspended, or expelled from the Association without a due process hearing that shall include an appropriate appellate procedure.

SECTION 3: Powers

a. The legislative authority of the Association shall be vested in the membership.

b. Powers not delegated by the bylaws shall be vested in the membership.

SECTION 4: Membership Dues Dues for the following year will be set by the membership at the last meeting of the membership year.

SECTION 5: Dues Transmittal and Enforcement Procedures

a. The Association shall enter into a contract with the Missouri NEA governing the transmittal of Missouri NEA dues and National Education Association dues to the Missouri NEA.

b. The Association shall transmit dues to the Missouri NEA as stated in Article I, Section 5 of the Missouri NEA's Bylaws: Dues Transmittal and Enforcement Procedures.

c. If the Association fails to transmit dues in accordance with Missouri NEA Bylaws, Article I, Section 5, the Association shall have no right to participate in the Missouri NEA Representative Assembly other than to elect officers and vote on dues increases.

BYLAW 2: MEETINGS

SECTION 1: Frequency and Notice

The Association shall meet monthly unless otherwise authorized by the President. Members shall be notified of the time and place of membership meetings not less than fifteen (15) days before the meeting.

SECTION 2: Quorum Requirement

A quorum shall consist of ten (10) percent of general membership in good standing.

BYLAW 3: PARLIAMENTARY AUTHORITY

The current edition of Robert's Rules of Order Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Association may adopt.

Revised: 7/30/18