

Reynoldsburg Education Association
CONSTITUTION

Article I: Name

Section 1. The name of this organization shall be the Reynoldsburg Education Association.

Section 2. ~~This~~ **The Reynoldsburg Education** Association shall maintain affiliation with the Central OEA/NEA ~~Inc.~~, the Ohio Education Association, and the National Education Association.

Section 3. The Ohio Education Association shall be the designated representative with the State Employee Relations Board (SERB).

Article II: Purpose

The purpose of the Association shall be to: (1) promote the educational objectives of the local school system and of the state and of the nation; (2) protect the welfare and advance the professional interests of its members; (3) foster professional attitudes; and (4) establish and maintain helpful, friendly relationships within the membership and school community.

Article III: Membership

Section 1. All persons employed by the Reynoldsburg Board of Education (except those categorized as classified or administration) shall be eligible for active membership.

Section 2. All members shall be members of the Reynoldsburg Education Association, the Central OEA/NEA ~~Inc.~~, the Ohio Education Association, and the National Education Association.

Section 3. All members shall abide by the Code of Ethics of the Education Profession.

Article IV: Officers

The officers of the Association shall be the ~~Co-Presidents~~, **President, Vice President**, Secretary, and Treasurer.

Article V: Executive Board

Section 1. The Executive Board shall be composed of the officers of the Association, the Immediate Past President, ~~the standing committee chairpersons of the Negotiations Committee, the Professional Rights and Responsibilities Committee, the Teacher Education and Professional Standards Committee, the Human Relations Committee, the Legislative Committee, the Elections Committee,~~ **and** the building representatives, ~~and the UniServ Council representative.~~ Only the elected Executive Board members have voting rights. ~~Committee chairpersons and~~ Other non-elected members may attend board meetings, but may not vote.

Section 2. The Executive Board shall: (1) act as advisors to the officers, assign duties, be responsible for all committees of the Association, and have such policy-making authority as provided in this Constitution and Bylaws; (2) act as the authoritative voice of the Association during the interim period between regular meetings; (3) prepare recommendations for the consideration and action of the Association; (4) carry out policies established at general membership meetings; (5) report its transactions and those of the general membership to all members; (6) certify all election results; (7) interpret the Constitution and Bylaws; (8) approve all programs for the Association; (9) be responsible for the financial affairs of the Association; (10) establish an effective committee structure to achieve the goals of the Association; and (11) provide regular communication to members through written or electronic communications and membership meetings.

Section 3. There shall be one representative in each building for every thirteen (13) members or fraction thereof.

Section 4. It is the policy of this Association and it shall take all legally permissible steps to achieve governance and delegate representation of ethnic minority at least proportionate to the ethnic minority membership in the Association.

Section 5. No business or financial transaction involving a member of the Executive Committee/Board of Directors or agent of the Association, or their spouse, children, or parents, or otherwise as described in this Section, shall conflict with the fiduciary responsibility of such person to the Association. Such relationships with the members of the Executive Committee/Board of Directors include relationships with any person that would reasonably be expected to affect the person's judgment with respect to the transaction or conduct in question in a manner adverse to the Association.

Article VI: Elections

Section 1. The Elections Committee shall present a slate of candidates for each office.

Section 2. Candidates for office may also be submitted by a petition signed by thirty (30) members from at least three (3) buildings or by nomination from the floor. No member shall be nominated for office without the knowledge and consent of the individual.

Section 3. The ~~Co~~-Presidents shall appoint an Elections Committee who shall conduct elections in accordance with the OEA Elections Manual and resolve all challenges or protests to an election. No nominee for office shall serve concurrently on the Elections Committee.

Section 4. Elections of officers shall be conducted by secret ballot at each building location during one school day designated by the Elections Committee. The Elections Committee will set the times for the election. All members will provide identification and sign for their ballots.

Section 5. The Elections Committee shall report the results of the election to the total membership within five (5) calendar days following the election.

Section 6. Newly elected officers shall be installed and assume their office at the last meeting of the school year.

Section 7. All ballots, marked, unmarked and voided, and all other records pertaining to the election of officers of this Association and Ohio Education Association and National Education Association delegates and alternates, shall be preserved for one year from the date the election was held.

Section 8. The Elections Committee will be responsible for delegate elections to the Central OEA/NEA Inc. Representative Assembly, the Ohio Education Association Representative Assembly, and to the National Education Association Representative Assembly in accordance with the OEA Elections Manual. The Elections Committee will report the results to the Executive Board for certification.

Section 9. The Elections Committee will be responsible for filling all vacancies and will establish guidelines to accomplish the filling of any vacated office.

Section 10. Building Representatives shall be elected by **individual** buildings. Election of building representatives and alternates shall be the responsibility of the members in each individual building. **In the event a building does not select a Building Representative, the Executive Board may appoint a member as representative.**

Section 11. Non-members, including fee payers, shall not have the right to vote on any officers or delegates.

Article VII: Impeachment of Officers

Section 1. Officers of the Association may be impeached for violation of the code of Ethics of the Education Profession, for misfeasance, for malfeasance, and for nonfeasance in office.

Section 2. Impeachment proceeding against an officer may be initiated by written petition submitted to the Executive Committee by at least fifty (50) percent of the members.

Section 3. If in a due-process hearing, a three-fourths (3/4) vote of the membership sustains the charge(s), the office shall become vacant.

Article VIII: Committees

Section 1. The Association shall have such standing committees as are necessary to carry out the responsibilities and program of the Association.

Section 2. Ad hoc (temporary) committees may be formed as necessary to achieve the Association's program.

Section 3. All committees shall be appointed by the ~~C~~o-Presidents with the approval of the Executive Board.

Article IX: Dues

The Association shall have a dues structure adequate to fund an active program. The dues rate shall be established according to Bylaws Article ~~VII~~. **VI**

Article X: Amendments

Section 1. Any amendments to this Constitution may be prepared by an individual member of the Association or by a majority vote of the Executive Committee according to the rules set forth in the Bylaws.

Section 2. Amendments to this Constitution may be made by a two-thirds (2/3) majority of ~~the total membership~~ **those voting at any regular meeting** provided that the amendments have been introduced at the preceding regular meeting and that copies of proposed amendments have been distributed to all members for discussion.

BYLAWS

Article I: Membership

Section 1. Application for membership is allowed anytime during the school year., ~~but the official membership drive should be completed by September 30, when possible.~~

Section 2. Membership shall commence upon payment of Association fees, or signed intent to do so. The Association shall provide prospective members with membership forms and payment shall be directed to the Treasurer.

Section 3. Membership is continuous unless notification is given by the individual to the REA (local association) Treasurer no later than September 15 of the school year.

Article II: Meetings

Section 1. The Executive Board shall have a regularly scheduled meeting at least once a month **during the school year**. Special Executive Board meetings may be called by the ~~Co~~-Presidents or any four (4) members of the Board.

Section 2. General meetings shall be held at least once a semester. Meetings may be called by the President, the Executive Board, or by a petition signed by ten (10) percent of the general membership. Meetings will be scheduled and notification of at least one day be given within ten (10) working days, after the ~~Co~~-Presidents receives the petition. Meetings of the general membership will not exceed two (2) hours in length, unless extended by a vote of two-thirds (2/3) of those present. Meetings shall be conducted in accordance with the *Robert's Rules of Order, Newly Revised*. A quorum must be met before an agenda may be acted upon. The President will submit a written agenda at the beginning of each meeting.

Article III: Quorum

Section 1. The quorum for the Executive Board shall be one more than fifty (50) percent of the Executive Board members. No official business shall be conducted without a quorum present.

Section 2. The quorum for a general meeting shall be those members present and voting, ~~but all voting shall be conducted by secret ballot at each building location during one school day designated by the Elections Committee. The Elections Committee will set the times for the election. All members will provide identification and sign for their ballots. The Elections Committee shall report the results of the election to the total membership within five (5) calendar days following the election.~~ **Voting for contested elections shall be conducted by secret ballot at each building location during one school day designated by the Elections Committee. The Elections Committee will set the times for the election. All members will provide identification and sign for their ballots. The Elections Committee shall report the results of the election to the total membership within five (5) calendar days following the election. Uncontested elections will be accepted by acclamation.**

Article IV: Duties of Officers

Section 1. The ~~Co~~-Presidents shall: (1) preside over all Association meetings and prepare their agendas; (2) represent the Association on all matters of Association policy; (3) serve as an exofficio member of all Association committees; and (4) serve a term of office of one (1) year.

Section 2. The Vice President shall: (1) Preside over Association meetings in the absence of the President. (2) Perform such other duties as delegated by the President.

Section 2. The Immediate past President shall serve as a member of the Executive Board.

Section 3. The Secretary shall: (1) keep accurate minutes of all official meetings of the Association; (2) maintain official files of the Association; (3) prepare and issue minutes of all meetings to the members of the Executive Board **and General Membership meetings.** (4) prepare and issue notice of all Executive Board and general membership meetings; (5) perform such other duties as delegated by the President; and (6) serve a term of office of one (1) year.

Section 4. The Treasurer shall: (1) hold the funds of the Association and disburse them upon authorization of the Executive ~~Committee~~ **Board**; (2) maintain records of receipts and disbursements; (3) maintain membership ~~rolls~~ **rosters**; (4) prepare financial reports for meetings of the Executive Committee and an annual financial statement to be distributed to the membership; (5) be bonded; **(6) ensure all tax forms required by the state and federal government are created and filed** and ~~(6)~~ **(7)** serve a term of office of one (1) year.

Section 5. The building representative(s) shall: (1) report recommended policies and other actions of the Executive Board to members in his/her building; (2) transmit proposals and recommendations from members in his/her building to the Executive Board for its consideration; (3) assist the Elections Committee in the collection of ballots; (4) attend all official meetings of the Association or provide an alternate in his/her absence; (5) act as a consultant to the individual member who has a professional problem and, when necessary, seek needed assistance from the Association; ~~(6) assist the Treasurer in preparing a budget with estimates of income and expenditures for the future fiscal year; (7) assist the Treasurer in checking the accuracy of the accounting procedures;~~ and ~~(8)~~ **(6)** serve a term of office of one (1) year.

Section 6. ~~An honorarium will be paid~~ **Compensation will be provided** to the President, Vice-President, Secretary, Treasurer, and up to five (5) table negotiators from moneys supported by general membership dues. The amount paid will depend upon the number of membership in the local. Funds will be set aside in the amount of fifty percent (50%) of Association total annual dues. Percentages of payment from this set aside amount shall be distributed no later than June 1. The set aside amount shall be distributed as follows: ~~Co Presidents, seventy five (75%) to be divided evenly among them;~~ **President, fifty percent (50%); Vice-President, twenty-five percent (25%); Secretary, ten (10%) percent; Treasurer, fifteen (15%) percent. Compensation will be as usual and necessary expenses for up to and including the equivalent of the percentage stated above. If there is a difference in the percentage and the usual customary expenses, the officers' dues may be paid and / or paid by an honorarium to reach the percentage. An honorarium will be paid to the table negotiators.**

Article V: Committees

Section 1. There shall be the following standing committees: (1) Negotiations, for the preparation and pursuance of membership goals in collective bargaining; (2) ~~Professional Rights and Responsibilities~~ **Grievance**, for maintenance of, and membership advocacy in the grievance procedure; (3) ~~Teacher Education and Professional Standards~~ **Professional Development**, for pre-service, continuing, and in-service educational opportunities including fee waivers; (4) ~~Human Relations~~, **Member to Member**, for promotion of understanding, unity, and communication among all groups in the school and school district communities ~~including attending teacher focus group meetings~~; (5) Legislative, for candidate endorsement and campaign, Ohio Education Association EPAC fund collections, levy and bond campaigning, and membership involvement in relevant local, state, and national political affairs; and (6) Elections, for conducting elections in accordance with the OEA Elections Manual and to resolve challenges or protests to an election, (7) **Reynoldsburg Organizing Committee (ROC) for the preparation and pursuance of membership goals in collective bargaining, promote planned activities and encourage participation. They may also work with Member 2 Member Committee to plan and promote events.**

Meetings.

Section 2. It shall be the duty of the committee chairperson to hold regular meetings of the committee. The Chairperson will submit a written or oral report after each meeting to the Executive Board. The chairperson shall carry out the directives of the committee, with Executive Board consent. The term of the committee chairperson shall be one (1) year.

Section 3. Committee members may be elected ~~on a building level~~ or appointed by the President, with the approval of the Executive Board. The committee members will carry out the duties and responsibilities of the Association. The term of the committee members will be one (1) year.

Section 4. Each committee shall have a written list of responsibilities from the Executive Board and shall be responsible to the Executive Board.

Article VI: Dues

Section 1. The local Association dues shall be determined on a millage rate of ~~.0012~~ **.0015** of the average teacher salary for the preceding year in the Reynoldsburg City Schools. Such dues shall be rounded to the nearest dollar. Changes in dues calculation shall be approved by ~~the total membership~~ **two-thirds (2/3) majority of those voting at any regular meeting.**

Section 2. Every member shall also pay the dues required by the Central OEA/NEA Inc., the Ohio Education Association, and the National Education Association.

Article VII: Fiscal Year and Membership Year

The fiscal and membership year of the Association shall be September 1 to August 31.

Article VIII: Expulsion of Members

Section 1. According to procedures adopted by the Association, the Executive ~~Committee~~ **Board** may suspend from membership or expel any member for one or more of the following reasons: (1) violation of the Code of Ethics of the Education Profession; (2) conviction of a felony; (3) actively engaging in, or actively supporting activities directly against the constitutional purposes of the Association to bring about changes in the Association by means other than those that are consistent with the Association's Constitution.

Section 2. The Executive ~~Committee~~ **Board** may reinstate members previously suspended or expelled.

Article IX: Due Process

The Association guarantees that no member may be censured, suspended, or expelled without a due process hearing, which shall include an appropriate appellate procedure.

Article X: Authority-Parliamentary Procedure

Robert's Rules of Order, Newly Revised shall be the authority governing all matters of procedure not otherwise provided in this constitution, bylaws, or standing rules.

Article XI: Amendments

Section 1. Amendments, alterations, additions, or deletions to these bylaws shall be made by a two-thirds (2/3) vote ~~of the total membership of the Association~~ **majority of those voting at any general meeting**

Section 2. Changes shall be proposed upon the initiative of the Constitution Committee or upon presentation to the Executive Board of a petition signed by twenty (20) percent of the current membership. All proposed changes shall be submitted in writing to all members at least ten (10) days prior to action.

Article XII: Dissolution of Association

Section 1. A petition of dissolution of the Association may be presented in writing to a meeting of the general membership by any member in good standing and must contain the signature of three-fourths (3/4) total membership of the Association.

Section 2. Upon receipt of the petition for dissolution by the total membership, the Association shall act upon the petition at the next general membership meeting.

Section 3. The Association shall be considered dissolved if three-fourths (3/4) of the total membership vote by secret ballot in favor of dissolution.

Section 4. The effective date of dissolution shall be thirty (30) days from the date of the vote, thus allowing for the disposal of assets and liabilities.

Section 5. In the event of dissolution of the Association, all assets of this organization remaining after payment of all obligations shall be distributed in equal shares to Reynoldsburg Music Boosters and Reynoldsburg Athletic Boosters provided they are each an entity recognized as exempt from Federal taxation. In the event that one of the Booster organizations is not recognized as tax exempt, such assets shall then pass to the other Boosters organization provided that it is recognized as exempt from Federal taxation.

Article XIII: Contract Ratification

Section 1. The Elections Committee will conduct all ratifications of collective bargaining agreements in accordance with the guidelines for ratification of collective bargaining agreements and fact finder reports as set forth in the OEA Elections Manual.

Section 2. Non-members, including fee payers, shall not have the right to vote on contract ratification of collective bargaining agreements.

Article XIIV: Enabling Provision

This Constitution and these Bylaws shall become effective _____ following their adoption, and shall remain in effect until amended according to regulations herein provided.

Last revision, by membership vote, May 4, 2017.