

EASTLAND EDUCATION ASSOCIATION
Constitution & Bylaws
January 12, 1970
Revised 11/82; 9/88; 4/96; 10/07, 5/08, 9/08, 02/14.

CONSTITUTION

ARTICLE 1 – NAME

- 1.1 The name of this organization shall be the Eastland Education Association

ARTICLE 2 – PURPOSE

- 2.1.1 The purpose of the Association shall be to promote the advancement of education; to protect the welfare and advance the interests of its members; to foster professional attitudes; and establish and maintain helpful, friendly relationships with the membership.
- 2.1.2 This Association shall be a local affiliate of the Central OEA/NEA, Inc., Ohio Education Association and National Education Association, in accordance with the provisions of the OEA Constitution and Bylaws pertaining to such affiliation.

ARTICLE 3 – MEMBERSHIP

- 3.1 Any certified person employed full-time, or regular part-time, as an active, participating member of the Eastland-Fairfield Career & Technical Schools faculty may become an active member of this Association by paying annual dues that will adequately fund a quality program, as stipulated in the Bylaws of this Association. This is not inclusive of administrators or supervisors.
- 3.2 Active members shall be members of the Eastland Education Association, Central OEA/NEA, Inc., Ohio Education Association, and the National Education Association.
- 3.3 All members shall abide by the Code of Ethics of the Education Profession.

ARTICLE 4 – OFFICERS AND THEIR DUTIES

- 4.1 The officers of this Association shall be the President, Vice-President, Secretary and Treasurer.
- 4.2 The President shall preside at all meetings of the Association and of the Executive Committee and shall be an ex-officio member of all committees. The President

shall be responsible for calling special meetings and coordinating the Association activities.

- 4.3 The Vice-President shall preside or act in the absence of the President.
- 4.4 The Secretary shall keep a record of the proceedings of all meetings of the Association and of the Executive Committee. He/she shall handle the correspondence of the Association. All books, records, and supplies that are the property of the Association shall be in his/her custody and shall be kept in such order that they are usable and may be passed on satisfactorily to his/her successor.
- 4.5 The Treasurer shall receive all funds belonging to the Association, shall make payments when properly authorized, shall keep an itemized account of receipts and expenditures, and shall make reports of the balance at regular meetings when requested to. He/she shall file a written report annually, submit to an annual audit of accounts, and file an income tax report for the Association with the Internal Revenue Service as required by law.
- 4.6 The term of office for the officers shall be for one year.

ARTICLE 5 – EXECUTIVE COMMITTEE

- 5.1 The Executive Committee shall be composed of the elected positions of President, Vice-President, Secretary, Treasurer, and at least one Association Representative in each building for every ten (10) members or major fraction thereof, with elected officers counting as Representatives for the purposes of this calculation, and satellite members counting as being located at Eastland. In order to ensure adequacy of representation, there shall be a minimum of two Association Representatives per building not counting officers.
 - 5.1.1 The President may appoint pro-tempore Representatives to meet this quota if there is a change in membership numbers that requires additional Representatives, until a special election by the membership is conducted.
 - 5.2.2 If membership in the Association decreases to the extent that there is an excess of Representatives, then the number of Representative positions will be decreased accordingly at the next regularly scheduled election.
- 5.2 The Executive Committee shall be further composed of the Immediate Past President and the following adjunct positions to be appointed by the President: Membership Chairperson and Negotiations Committee Members. These advisory members shall be non-voting members unless they are also elected Representatives. Only elected positions shall have voting privileges.
- 5.3 The Executive Committee shall serve as the agency through which the policies of the Association will be put into effect and have general supervision of all activities sponsored by the Association.

- 5.4 The Executive Committee shall meet monthly during the school year, as needed, or if a written petition of one-third of the membership is submitted to the President.
- 5.5 Association Representatives shall be elected to one year terms in May.
- 5.6 The duties of each Association Representative shall be as follows:
 - 5.6.1 To report recommended policies and other actions of the Executive Committee to members in his/her building.
 - 5.6.2 To transmit proposals and recommendations from members in his/her building to the Executive Committee for its consideration.
- 5.7 It is the policy of this Association that it shall take all legally permissible steps to achieve governance and delegate representation of ethnic minorities at least proportionate to the ethnic minority membership in the Association.
- 5.8 No business or financial transaction involving a member of the Executive Committee 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 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 6 – ELECTIONS

- 6.1 The Association shall conduct all elections in accordance with the guidelines set forth in the OEA Elections Manual.
- 6.2 The President shall appoint an Election Committee whose duty it shall be to present a slate of officers for each office. Candidates for office shall be Association members and may be nominated only by members of the Association. Candidates may nominate themselves.
- 6.3 No member shall be nominated for office without the knowledge and consent of the individual.
- 6.4 Election of officers shall be conducted by secret ballot during one school day in May designated by the Election Committee.
- 6.5 The Election Committee shall report the results of the election to the total membership within five (5) calendar days following the election.
- 6.6 Newly elected officers shall be installed and assume their office on the first day of September following their election.

- 6.7 All ballots, marked, unmarked and voided, and all other records pertaining to the election of officers of this Association and OEA and NEA delegates and alternates, shall be preserved for one year from the date the election was held and such ballots and other records shall be made available to OEA officers upon request for inspection and examination.
- 6.8 By virtue of their office, the President, the Vice President, the Treasurer, and the Secretary, in the preceding order, shall be automatic local delegates at Unified Association Representative Assemblies. If automatic delegates cannot attend, an election following the policies and procedures outlined by the OEA shall be conducted for local delegates to Unified Association Representative Assemblies.
- 6.9 Non-members of the Association who are Fair Share Fee payers shall not have the right to vote, hold office, or otherwise have privilege of Association membership.

ARTICLE 7 – IMPEACHMENT OF OFFICERS

- 7.1 Officers of the Association may be impeached for violation of the Code of Ethics of the Education Profession, or misfeasance, malfeasance, or nonfeasance in office.
- 7.2 Impeachment proceedings against an officer may be initiated by written petition submitted to the Executive Committee by at least twenty-five (25) percent of the members.
- 7.3 If, after a due process hearing, a two-thirds (2/3) vote of the Executive Committee shall sustain the charge, the office shall become vacant.
- 7.4 The impeached officer may appeal the decision to a special meeting of the general membership.

ARTICLE 8 – COMMITTEES

- 8.1 The Association shall provide for an effective committee structure to achieve the goals of the organization. Such structure shall include an election committee.
- 8.2 All committees shall be appointed by the President, subject to approval of the Executive Committee.
- 8.3 Each Association committee shall be given specific assignments regarding its function, duties, and related information upon its formation. Such information is to be provided by the Executive Committee.
- 8.4 All Association committees shall terminate at the end of the Association's operating year.

- 8.5 Ad hoc (temporary) committees may be formed as necessary to achieve the Association program.
- 8.6 Members appointed under this article as Association Representatives on the Insurance Committee, as defined in Section 17.1.7 of the Negotiated Agreement, are considered to be authorized Association Representatives in the collective bargaining process, and must abide by the provisions of Article 6 of the Association Bylaws.

ARTICLE 9 – AMENDMENTS

- 9.1 Amendments to this Constitution may be made by two-thirds (2/3) majority of those voting on such proposal at any regular membership meeting.
- 9.2 Proposed changes in this Constitution shall be presented in writing to the membership at least thirty (30) days prior to voting.

BYLAWS

ARTICLE 1 – MEETINGS

- 1.1 This Association shall schedule meetings as needed.
- 1.2 The general membership meetings shall be held at least once each semester. Additional meetings may be called by the President, a majority vote of the Executive Committee, or a petition to the President signed by at least 10% of the active membership. Such petitions shall state the purpose of the desired meeting and the business of that meeting shall be limited to consideration of the stated purpose.
- 1.3 The Executive Committee shall meet monthly during the school year, as needed.
- 1.4 The membership operating year and the fiscal year of this Association shall be September 1 through August 31.

ARTICLE 2 – QUORUM

- 2.1 The quorum for the Executive Committee meetings shall be one person more than fifty (50) percent of members.
- 2.2 The quorum for a general membership meeting shall be the membership present.

ARTICLE 3 – VACANCIES

- 3.1 In the event the office of President becomes vacant, the Vice-President shall automatically assume the presidency for the remainder of the term.
- 3.2 In the event the office of President and Vice-President becomes vacant, the remaining members of Executive Committee shall choose one of their number to serve as President Pro-Tempore until a special election by the membership is conducted.
- 3.3 In the event the office of Secretary, Treasurer or Association Representative becomes vacant, the Executive Committee shall choose a suitable alternate until a special election by the membership is conducted.

ARTICLE 4 – AUTHORITY

- 4.1 Roberts' Rules of Order, Revised shall be the parliamentary authority for the Association on all questions not covered by the Constitution and Bylaws and such standing rules as the Executive Committee may adopt.

ARTICLE 5 – DUES

- 5.1 The dues rate for the succeeding year shall be determined by the April meeting of the Executive Committee.
- 5.2 Every member shall also pay the dues required by the district, state, and national association with which this Association is affiliated.
- 5.3 The Association shall annually enter into a Dues Transmittal Contract with the Ohio Education Association.
- 5.4 The current dues rate for this Association shall be set annually by the Executive Committee as part of the Budget and shall be ratified by the membership.

ARTICLE 6 – BARGAINING AND CONTRACT RATIFICATION PROCEDURES

- 6.1 The Association shall be represented in collective bargaining by an authorized team of Association Representatives appointed by the President and approved by a majority vote of the Executive Committee.
- 6.2 The President will be an ad hoc member of the Association bargaining team.
- 6.3 The Ohio Education Association shall be the State Association for purpose of representation of the Association with the State Employment Relations Board (SERB).
- 6.4 The Executive Committee shall name the Designated Representative as called for under ORC 4117 prior to the opening negotiations.
- 6.5 The negotiations committee shall be charged with the responsibility to assess membership concerns prior to bargaining, develop initial proposals of the Association, and provide advice and input, upon request of the bargaining team, during active negotiations.
- 6.6 Necessary sub-committees may be appointed, as needed, by the committee chairperson.
- 6.7 The negotiations committee will make reports and recommendations to the Executive Committee as requested by the President.
- 6.8 The bargaining team shall have the authority to bargain in good faith, make proposals, counterproposals, make concessions, and make tentative agreement on a contract with representatives of the Board of Education.
- 6.9 While negotiations are in progress, periodic reports to members may be made by the bargaining team.

- 6.10 Written copies of the tentative agreement will be given to the general membership prior to a ratification request.
- 6.11 A vote of a tentatively agreed to Contract shall be made by written ballot.
 - 6.11.1 No absentee or proxy votes will be allowed on contract ratification votes.
 - 6.11.2 The first vote on contract ratification will be to accept or reject the tentative contract as presented.
 - 6.11.3 All ballots used in a vote regarding a contract ratification will be sealed and retained by the Association Treasurer for three (3) years.
 - 6.11.4 The President will communicate required details of the ratification vote to the Board of Education's Designated Representative.
- 6.12 The Association shall conduct ratification of collective bargaining agreements in accordance with the guidelines set forth in the OEA Elections Manual.
- 6.13 The Association's Designated Representative is authorized to give timely notice of intent to strike to the Board of Education and SERB, upon approval of the membership and in keeping with provisions of Ohio Revised Code 4117.14 (D) (2).
- 6.14 Non-Members of the Association are not eligible to vote on contract ratification.

ARTICLE 7 – EXPULSION OF MEMBERS

- 7.1 According to procedure adopted by the Association, the Executive Committee 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 directed 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.
- 7.2 The Executive Committee may reinstate members previously suspended or expelled.

ARTICLE 8—DUE PROCESS

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

ARTICLE 9 – AMENDMENTS

- 9.1 Amendments to these Bylaws shall be made by a majority vote of the members present at a membership meeting called for that purpose.
- 9.2 Amendments shall be proposed upon the initiative of the Constitution Committee or upon presentation to the Executive Committee of a petition signed by 20% of the current active membership; All proposed amendments shall be submitted in writing to all active members at least ten (10) days prior to action.

ARTICLE 10 – DISSOLUTION OF ASSOCIATION

- 10.1 A petition for 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) of the total membership of the Association.
- 10.2 Upon receipt of the petition for dissolution by the total membership, the Association shall act upon the petition at the next general membership meeting.
- 10.3 The Association shall be considered dissolved if three-fourths (3/4) of the total membership of the Association vote by secret ballot in favor of dissolution.
- 10.4 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.
- 10.5 In the event of dissolution of this Association, all assets of this organization remaining after payment of all obligations shall be distributed to one or more organizations that engage in activities related to the advancement of education and teacher interests or development, provided that such entities are recognized as exempt from Federal taxation. The Executive Committee shall select the organizations to which transfer is made and determine how the assets are apportioned among them.

ARTICLE 11—ENABLING PROVISION

- 11.1 This Constitution and these Bylaws shall become effective 1 May 2014 following their adoption, and shall remain in effect until amended according to regulations herein provided.