

MARTHA'S VINEYARD EDUCATORS ASSOCIATION BYLAWS
Revised May 2019

ARTICLE I: Name of Association

The name of the Association shall be the Martha's Vineyard Educators Association hereinafter referred to as "the Association."

ARTICLE II: Objectives

We, the members of this Association, in order to fulfill our responsibilities to society and to our profession do hereby accept the following:

Section 1 General Objectives:

A. To maintain and improve the quality of education for all. B. To uphold high professional standards and to advance the socioeconomic well-being of educators.

Section 2 Specific Objectives: The Executive Board is authorized and directed to establish specific objectives within the framework of the general objectives in Section 1 above. These specific objectives shall be reviewed annually, revised if necessary, and published.

ARTICLE III: Membership

Section 1 Active members are those:

A. (1) Who are engaged in work of a professional nature in the field of education AND (2) Who hold membership in the local affiliated association AND (3) Who, as new applicants for membership, hold a baccalaureate degree or higher and a certificate of eligibility to hold same from a proper certifying authority, where required, or are qualified or certified as teachers by the Division of Vocational Education in the Massachusetts Department of Education OR

B. Who are other employees of school committees or other governing boards of educational institutions. Such membership is available to them, but limited to paraprofessionals, nurses, secretaries (instructional), and secretaries (office), custodians, and food service employees.

Section 2 Active members of the Association shall also be members of the Massachusetts Teachers Association and the National Education Association.

Section 3 Active membership shall be continuous until the member leaves, resigns from the Association, or fails to pay membership dues.

Section 4 Associate members are those other persons interested in the advancement of the goals of education who are not eligible for active membership. Application for said membership shall be made in writing.

Section 5 Retired members are those former or active or associate members who, upon retirement, apply to the Executive Secretary-Treasurer of the MTA.

Section 6 Honorary membership may be conferred by a two-thirds vote of a general meeting of the membership.

Section 7 The Association shall guarantee that no member may be censured, suspended, or expelled without a due process hearing with the Executive Board.

Section 8 Only active members as defined in Sections 1 and 2 of this Article III shall have the privilege of voting and holding office in the Association.

Section 9 The membership year shall be from July 1 to June 30. A member joining through a local association may elect to be a continuing member.

Membership shall then be continued from year to year until death, retirement, or the member terminates membership with a 60- day notice in writing. The current membership lists will be updated by December 31 of each year.

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Section 10 The President's, Secretary's and Treasurer's membership (local, Massachusetts Teachers Association, and National Education Association) dues shall be reimbursed by the Association.

Section 11 The Association shall submit annually, prior to July 1, a list of its officers and their addresses as well as a copy of the Bylaws with any changes or amendments made in the preceding year.

ARTICLE IV: Officers and Building Representatives

Section 1 The officers of the Association shall be the President(s), Vice President, Secretary, Communication Chair, Membership Chair Grievance Chair and Treasurer. In the case of Co-Presidents no Vice president is necessary.

Section 2 Powers and Duties of Officers:

A. President(s)/Co-Presidents

(1) The President(s) shall preside over meetings of the general membership. (2) He/she shall appoint the Chairpersons and Members of standing committees and special committees. (3) He/she shall be Executive Officer of the Association. (4) He/she shall perform all other functions usually attributed to this office.

B. Secretary

(1) The Secretary shall keep accurate minutes of all meetings of the General Membership. (2) He/she shall maintain official files and shall assist the President(s) with Association correspondence. (3) Attend Advisory Board Meetings as a nonvoting member for the purpose of taking meeting notes and communicating pertinent

information to the membership as requested by the Board.

C. Treasurer

(1) The Treasurer shall hold the funds of the association and disperse them in accordance with budgeted authorization.

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(2) He/she shall bill the membership for annual dues, collect dues and transmit amounts due the Massachusetts Teachers Association and National Education Association (3) He/she shall maintain a role of the members. (4) He/she shall keep accurate account of receipts and disbursements and shall report to each meeting of the general membership. (5) All disbursements over \$100.00 shall be countersigned by the President(s) of the local association. (6) He/she shall prepare an annual financial statement for publication to members (7) He/she shall keep the President(s) informed of the financial condition of the association.

D. Communications Chair

(1) He/she shall be appointed by the President(s) and will update and maintain website(s), social media, contact info database, send out email updates and meeting minutes.

E. Membership Chair

(1) He/she shall be appointed by the President(s) and will update and maintain bargaining unit membership lists.

F. Grievance Chair

(1) He/she shall be appointed by the President(s) and assist members in processing and presenting grievances beyond level one as defined in the collective bargaining agreement. He/she will make recommendations to the Executive Board if grievances reach the Arbitration stage.

Section 3 Building Representatives:

A. Each school that has members who belong to the Association shall be represented by at least one Building Representative. B. Building Representatives shall work with the officers and Committee Chairpersons to address issues raised by members of the Association. C. Building Representatives will also be members of the Advisory Board.

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D. Building representatives will assume role of the Professional Rights and Responsibilities.

- 1) Shall develop Association positions on all matters especially academic freedom, professional and personal leaves, administrative discipline and dismissal, and grievance procedures; shall compile data for the support of such positions in negotiations (2) Shall make recommendations to the President(s) in cases of censure, suspension, or expulsion of members.
- E. Building representatives for the following school year will be elected by members in their building prior to the start of the school year. If no one is elected, one shall be appointed by the President(s).

Section 4 Terms and Succession:

The officers and Building Representatives shall serve one year and may run for re-election.

Section 5 New officers and Building Representatives shall be installed at the June meeting of each calendar year.

Section 6 Educational Support Professionals, Administrative Support Personnel, Custodians, Food Service Workers shall elect one member of their unit to represent them at Executive Board Meetings. This person shall support assistants members with any contractual questions or concerns and shall assist the President(s) in forming the ESP each Negotiation Team.

Section 7 Stipends:

President(s) - \$3000 plus cost of all dues

Secretary - \$2000 plus cost of all dues

Treasurer - \$2000 plus cost of all dues

Communications Chair - \$1000

Membership Chair - \$1000

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Grievance Chair - \$1000

Building Representative - \$250

Negotiations Team Member - \$100

ARTICLE V: Executive Board

Section 1 The Executive Board shall consist of the Officers, Building Representatives, a shared service representative and a representative of each unit of the Association. It shall be the executive authority of the Association.

The Association shall apply the one-person, one-vote principle for representation on the Executive Board and other governing bodies except that the Association shall take such steps as are legally permissible to reflect the diversity of its membership at large.

Section 2 Powers and Duties of the Executive Board

A. Within policies established by the general membership, the Executive Board shall be responsible for the management of the

Association and shall carry out policies of the Association.

B. It shall report its transactions to the general membership and suggest policies for consideration by them.

C. It shall adopt an annual budget for the operation of the Association. It shall have the accounts of the Association audited annually through the annual year-end report to the MTA.

D. It shall establish committees and create policies governing them.

E. Whenever a majority of the Executive Board shall agree that an officer is incapacitated or has been grossly negligent in his/her duties as defined in these Bylaws, it shall recommend immediately

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to the general membership that the office be declared vacant. If the general membership so votes by two-thirds majority to uphold the recommendation of the Executive Board, it shall immediately elect a replacement to fill the unexpired term.

ARTICLE VI: Affiliation

Section 1 No person shall be admitted to or be continued as an active member in the Association who is not also a member of the Massachusetts Teachers Association or the National Education Association.

Section 2 The Association shall submit annually to the Massachusetts Teachers Association: A. A list of its officers and their addresses. B. The names and addresses of all members on an official enrollment form furnished by the Massachusetts Teachers Association.

ARTICLE VII Nominations and Election of Delegates to Massachusetts Teachers Association Annual Meeting

Section 1 Any active member is eligible to be a candidate for office or delegate to the Annual Meeting.

Section 2 The Executive Board shall make recommendations of members to serve as delegates to the Annual Meeting.

Section 3 Each candidate must be nominated and elected according to regulations set by the Massachusetts Teachers Association. If the number of members interested in attending is equal to the Associations allotment of delegates, an election is not necessary.

ARTICLE VIII: Meetings

Section 1 Executive Board Meetings:

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The Executive Board shall meet at least monthly during the school year on a schedule determined by the Executive Board. The first meeting of each school year will be held in September. Requests for additional meetings must be made by at least three members of the Executive Board.

Section 2 General Membership Meetings:

There shall be at least two general membership meetings each year which shall be determined by the Executive Board. The Executive Board shall prepare a tentative agenda for each meeting and shall circulate it to all members so that the members will have time to discuss it prior to the meeting. Business will be confined to these items.

Section 3 Special Meetings:

Special meetings of the general membership may be held at the call of the Executive Board. Business to come before special meetings must be stated in the call which shall be sent in writing for distribution to each member. Business shall be confined to these items.

Section 4 Quorum:

A quorum for general membership meetings shall be 25% of the members and 75% of the Executive Board.

ARTICLE IX: Committees

There shall be the following standing committees having the specific functions outlined below: Negotiating team, Nominations and Elections, and Scholarship. President(s)/Co-Presidents shall appoint the chairpersons and members of committees.

Section 1 Organization:

A. Each committee will have three members. Every effort will be made to represent different groups of the Association. B. Each committee, with the approval of the Executive Board, may

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organize from the membership of the Association special subcommittees and task forces for specific activities.

Section 2 Meetings:

A. Each committee will select a chairperson. The chairperson will attend Executive Board meetings when requested by the Executive Board. B. Each standing committee shall meet regularly according to a calendar developed by the Chairperson. Special meetings may be called by the Chairperson. The chairperson will communicate meeting dates to the Executive Board.

Section 3 Reports:

Each committee shall choose a Secretary who shall record the activities of the committee. The Chairperson shall report to the Executive Board as well as the general membership through the annual meeting any action taken by said committee. He/she shall prepare an annual written report which the Secretary shall file as part of the records of the Association.

Section 4 Titles and Duties:

A. Negotiating Team

(1) Shall negotiate with the School Committee on hours, wages and working conditions including the professional development for all personnel in each bargaining unit. (2) The team may form committees for the purposes of fact finding and conducting opinion surveys which will provide information to facilitate the negotiation process and to reflect the views of the majority of the membership. (3) Upon reaching tentative agreement on all matters under negotiation, the team shall prepare and submit its report and recommendations to the members at a ratification meeting. (It is recommended that tenured teachers serve on the Negotiating Team.) (4) Teachers team shall be no more than 12 members and all other units shall be comprised of no more than 5 members and 2 officers.

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B. Nominations and Elections Committee

(1) No officer or Building Representative may serve on this committee. (2) The Nominations and Elections Committee shall consist of at least three members of the Association. (3) Members of this Committee shall be appointed by the President(s) with the advice and consent of the Executive Board. (4) The nominations procedure for candidates seeking elective office shall be determined by the Nominations and Elections

Committee. (5) The Committee shall be responsible for securing candidates for each of the elective offices. (6) The names of the candidates for elective office together with information about each candidate shall be published no later than two weeks preceding the date of the election. (7) The Nominations and Elections Committee shall be responsible for conducting annual elections and for meeting the requirements of special elections. (8) All elections shall be conducted by secret ballot which may be in the form of paper or electronic ballot. (9) To be elected, a candidate must receive a majority of the votes cast. Building Representatives shall be elected by the majority of votes cast in their building. (10) All elections must be conducted during the month of May. (11) In case of a resignation by an officer during the course of the year, a special election may be held to fill the vacated office.

C. Scholarship Committee

(1) The Committee shall consist of 5 members, preferably one from each district. (2) This committee will meet each spring with the purpose of receiving applications and selecting a recipient (s) of the M.V.E.A. Scholarship.

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(3) Any change in the total amount awarded to the recipient must be approved by 2/3rds votes of the members present at a meeting of the general membership.

Section 5 Special Committees

Each year the Executive Board may determine the need for special committees and shall discharge them upon completion of their duties. The President(s)/co-Presidents shall appoint the Chairpersons and Members of each special committee. Examples of such committees are included below.

A. Sick Bank Shall convene as needed to review and vote on applications made to the Sick Bank.

B. Committee on Professional Development and Instructional Services Shall develop Association positions on all matters affecting instruction such as: governance, teacher recruitment and selection, continuing education, pre-service and in-service education, student teacher programs, staffing practices, evaluation, instruction facilities, and curriculum process. The committee shall initiate study and action and complete data for support of such positions in negotiations.

C. Committee on Human Relations Shall plan, develop, and promote activities as appropriate to further the civil and human rights of students and staff to establish effective cooperative relationships among staff, between staff and students, and parents and community organizations.

D. Committee on Public Information Shall develop public understanding for the purposes and programs of the Association, the values of public education and, in cooperation with the administration, the educational philosophy and programs of the school. It shall develop procedures by which the association can work cooperatively with parents in the public, fraternal, and social organizations through all available channels of

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communication

E. Membership Committees Shall organize and conduct local, state, and national membership enrollment among non-members and inform members of the policies, program, services, and accomplishments of the Association. It further shall develop and conduct year-long programs for the orientation of new teachers to the community, the school system, and the Association

F. Social Affairs Committee Shall organize such social activities as may serve the needs of members and promote fellowship within the Association, such as a Fall Social and the Island-wide Retirement Party.

Upon resigning from the MVEA Executive Board, each officer will receive a monetary gift of value equal to \$25 per year of service.

G. Governmental Relations and Citizenship (1) Shall have broad concern for local, state, and national legislation affecting the interest of schools, employees, and the Association. (2) Shall encourage members to exercise their civic and political rights and keep them informed about new legislation. (3) Shall organize and oversee the work of the following subcommittees:

(a) Local Legislation. It shall be the responsibility of this Committee to study candidates for local offices and work for the election of those candidates who are friends of education. (b)

State Legislation. It shall be the responsibility of this Committee to study pending state legislation and promote activities in support of the desirable legislation. (c)

Federal Legislation. It shall be the responsibility of this Committee to study legislation before the Federal Congress and develop activities in the support desirable legislation.

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(d) Citizenship. To educate members on the civic rights and responsibilities of teachers and to develop programs that will encourage civic participation.

H. Professional Rights and Responsibilities, or Ethics Committee

(1) Shall develop Association positions on all matters especially academic freedom, professional and personal leaves, administrative discipline and dismissal and grievance procedures; shall compile data for the support of such positions in negotiations.

(2) Shall make recommendations to the President(s) in cases of censure, suspension, or expulsion of members.

I. Health and Safety Committee

ARTICLE X
Business Year

Section 1. The business year shall conclude with the membership year (July 1-June 30) .

ARTICLE XI The
Amendment Process

These Bylaws may be amended by a two-thirds (2/3) vote of the members present and voting at any regular meeting of the Association provided that copies of the proposed amendments have been sent to all members of the Association at least two calendar weeks in advance of the General Membership Meeting.

ARTICLE XII
Local Dues

Local dues are set each year by the executive board.