

**BYLAWS FOR EVERETT SCHOOL DISTRICT CHAPTER
SEIU 925**

ARTICLE 1 – NAME

The name of this chapter shall be: Everett Public Schools Chapter of Service Employees International Union Local 925, AFL-CIO, CLC.

ARTICLE 2 – PURPOSE and OBJECTIVES

The purpose of this chapter is to represent employees in matters of collective bargaining with their employer, Everett Public Schools, and to represent their interests in matters before the State Legislature, and any other body or organization that has an impact upon the members of this chapter.

The objectives of this organization is to achieve for these employees fair wages, hours, and working conditions, together with active participation in the policies and operations of their workplace, to promote recognition and respect for the value of their work, to advance the lives and welfare of these employees in economic, social, political, and other areas, and to follow democratic principles.

ARTICLE 3 – MEMBERSHIP

Section 1. Eligibility. Full membership is open to all employees who work within the chapter for which SEIU Local 925 is the exclusive bargaining representative.

Section 2. No Discrimination. There shall be no discrimination against any member, or applicant for membership by reason of race, ethnic origin, creed, color, religion, gender, sexual orientation, national origin, ancestry, disability, marital status, political belief or affiliation, veteran status, or age.

Section 3. Membership in Good Standing. Membership in good standing shall be determined in accordance with the C and B of the International Union and SEIU Local 925. Members in good standing have the right to vote on Union matters, including but not limited to, contract ratification votes, elections of Chapter officers and shop stewards, or local-wide elections.

Section 4. Agency and Fair Share Payers. Agency and fair share payers are not members of the union and have no voting rights. They are not eligible to serve as a representative of the Union or chapter in any capacity.

ARTICLE 4 – MEMBERSHIP RIGHTS

Section 1. Full members in good standing of the Local shall have the following rights, among others as outlined in these Bylaws:

The right to nominate candidates or vote in elections of the Local

The right to attend membership meetings and to participate in the deliberations and voting upon the business of such meetings

The right to meet and assemble freely with other members and to express views, arguments, or opinions: and to express at meetings views upon candidates in an election of the Local or upon and business properly before the meeting

The right to information concerning the conduct of the local union business

Members do not have the right to filibuster or otherwise obfuscate agenda

ARTICLE 5 – CHAPTER LEADERSHIP STRUCTURE

Section 1. Composition of the Chapter Leadership

The Leadership Board shall consist of the President, Secretary-Treasurer, Vice President(s) and representatives from the four (4) divisions of the Chapter as follows: Custodians, Grounds, Food Service, and IS Technicians.

Section 2. Duties

PRESIDENT

1. Shall be the principal executive officer of this organization and, subject to the oversight of the Local, shall supervise, conduct and control all of the business and affairs of this organization and its officers, and shall carry out the policies set by the Local. preside at all meetings of this union and conduct same in conformity with these Bylaws.
2. Shall execute the laws and orders thereof; to vote on all questions whenever his/her vote will affect the result; to appoint all committees; unless otherwise provided for, of which committees he/she shall serve on by virtue of office.
3. Shall be a delegate to all conventions and meetings where the union is entitled to representation.
4. Shall perform all other duties as may be assigned by the Local or membership.
5. The President along with the Secretary-Treasurer shall have the authority to sign checks and documents for or in behalf of the Chapter.
6. The President shall forward Job listings to the Chapter Representatives, forward and maintain in a book the yearly member's seniority list to the secretary of the Local.
7. The President shall maintain in this same book all other pertinent Union documentation.
8. The President has the right to appoint another member of the Board to fulfill any of the above duties singularly and not in perpetuity.

SECRETARY/TREASURER

1. Shall keep a correct and impartial record of the proceedings of each meeting of the union and the leadership bodies and shall be responsible for all financial records and transactions.
2. Shall receive and disburse all funds under the direction of the Leadership Board.
3. Shall prepare an annual financial report for the membership.
4. Shall prepare a monthly financial report for the Leadership Board.
5. Shall keep open for inspection by any member of the Chapter its accounts
6. Shall prohibit business or financial interest of its officer and agents, in conflict with the fiduciary obligation of such persons to the organization.
7. Shall, along with the President, have the authority to sign checks on behalf the Chapter.
8. Shall maintain copies of all financial transactions.
9. Shall perform all other duties as may be assigned by the Leadership Board or membership or specified by these Bylaws and the International Constitution and Bylaws.

VICE PRESIDENTS

The Vice President of Communications and Conflict and Vice President of Political Actions shall assist the President in the performance of the President's duty and shall perform all other proper duties and functions pertaining to the office.

OF COMMUNICATIONS AND CONFLICT

1. Shall include being the contact person for the District in the area of conflict resolution and relaying meeting times/dates to the appropriate representative and President if the issue is of global concern of those meetings.
2. Shall keep notes from such meetings and subsequent letters and documentation.
3. Shall keep an overview of the members issues and their contract rights.
4. Shall see to all of the particulars in setting up meetings and elections including flyers, emails, courier materials, etc.
5. Shall maintain a book of conflicts and of meetings.
6. Shall also maintain and keep current the Chapter Web page. All material to be presented on the web page must first be agreed to by the Leadership Board.

OF POLITICAL ACTION

1. Shall attend Union conferences in Olympia including Lobby Day or assign an alternate to do so.
2. Shall set up and run approved phone banks for political action if required and maintain a record book of all materials and notes from the above.
3. Shall provide leadership in any other political action that arises.

CHAPTER REPRESENTATIVES

1. Shall represent their workgroups to both the Chapter Leadership and the District.
2. Shall mediate conflicts within their group membership and between their group membership and the District.
3. Shall take notes and materials during such meetings and forward them to the Vice President of Communications and Conflict to put in the appropriate books for safe keeping.
4. Shall report these conflicts and resolutions to the Leadership Board briefly during the next Board meeting and upon request of another member of the Leadership Board member.
5. Shall maintain a current membership contact list for each site/school in the District and forward all documents to them on request of the President or Vice Presidents to be disbursed or posted for the membership.
6. Shall maintain Union Steward status.

BUILDING REPRESENTATIVES

1. Shall represent their work group to both the Chapter Leadership and the District.
2. Shall be the contact person for their work group at their site.
3. Shall post all Union mail sent to them for posting in an appropriate place for the members of their work group to read.

Section 3. Election of Chapter Leadership Board Members

The Leadership Board members shall be elected by the general membership of the Local. The Leadership Board members shall serve three (3) year terms. Unless elected to do so, at no time shall over 50% of the officers positions be up for election at one time. The Leadership Board members may create additional positions on the Board in order to provide leadership positions that are deemed necessary. The President shall appoint a 3 member nominating committee that will verify each candidates' eligibility and willingness to serve, explain the duties of the office and the nominations process. The nominations of officers and other leaders shall occur at a membership meeting. Only members in good standing of 1 year are eligible for nomination. Occasionally special circumstances arise where a nominee has exceptional qualifications for a position. In cases such as this the Leadership Board can elect by majority vote to allow the nomination. Only members in good standing may vote.

Section 4. Voting, elections and recalls

The voting procedure shall include a secret ballot, eligibility to vote will be verified, the President and the Secretary/Treasurer will each count the ballots and verify with each other the results which will then be reported to the other Board members. Other Board members can request a recount and specify 2 other Board members to do the recount. The results will then, again, be verified by the President, Secretary/Treasurer and the 2 other Board members. Results will be reported to the membership within 2 weeks after the election(s). The ballots will

be placed in a sealed envelope and kept by the Secretary/Treasurer for no less than 3 years after the election. There will be no proxy or absentee voting. In the case of a non-contested candidate, there will be no election and the candidate will be elected by acclamation. In order for a recall of a Board member a petition must be signed by 51% of the entire membership. Notice will be given to the individual being recalled prior to petitioning.

Section 5. Authority and Power of the Leadership Board

Except as may be otherwise provided by these Bylaws, the Leadership Board is authorized and empowered to set the general policies of the Chapter and to adopt a budget for the Chapter. It shall have the authority to manage, invest, expend, contribute, use and acquire funds from the Local in the pursuit and accomplishment of the objectives set forth by the Leadership Board within the constraints set forth by the Local. The Leadership Board is hereby empowered, in addition to such other general powers conferred by these Bylaws to:

- 5.1. Make or change, subject to approval by the membership, rules and regulations not inconsistent with these Bylaws or the Bylaws of the Local.
- 5.2. Confirm appointments of the President to fill all vacancies in elected offices, which occur during the term of such office in accordance with Bylaws.
- 5.3. Transact all business and manage and direct the affairs of the membership except as may otherwise be herein provided; delegate, when necessary, any of the above powers to any officer for specific and temporary purposes and on condition that the action of such officer or representative be ratified by the Leadership Board.
- 5.4. Do all acts, not expressly authorized herein, which are necessary or proper in implementation of the above duties for the benefit of the Local and membership.
- 5.5. Review and approve all resolutions and Bylaw changes to be voted on by the members prior to membership vote at a regular or special membership meeting. However, Bylaw amendments endorsed by a majority of members in good standing need no approval of the Leadership Board prior to membership vote at a regular or special membership meeting.

ARTICLE 6 – MEMBERSHIP MEETINGS

Section 1. Chapter Membership meetings.

The Chapter shall hold meetings on a regular basis but in no case less than one per year. The Leadership Board shall establish guidelines for these meetings and the Vice President of Communication and Conflict shall be in charge of the logistics including reserving a facilities and communicating date/time/subject to the membership. Prior to disseminating this information to the membership (thru the Chapter Representatives) the Vice President will present it at a Leadership Board meeting for confirmation. If time is of the essence, email or other contact can be used for confirmation. All Leadership Board members must be in agreement. . Seven (7) members in good standing including Board members shall constitute a quorum at any membership meeting.

ARTICLE 7 – COLLECTIVE BARGAINING

Section 1. Authority of Chapter Negotiating Committee.

The authority to bargain collectively for the chapter shall be vested in a Negotiating Committee, which shall include at least the President, Secretary-Treasurer and Chapter Representatives. The Local shall provide training and staff support for the collective bargaining process. A Union Representative shall also be provided for the duration of the bargaining process.

Section 2. Ratification of Contracts by Chapter members.

The results of any collective bargaining negotiations shall be subject to ratification by members in the bargaining unit. 50% plus 1 vote (simple majority) of those members voting shall be required for ratification. Upon ratification, a contract shall be signed by the Negotiating Committee and an officer of the Local.

ARTICLE 8 – RESPONSIBILITY OF MEMBERS TO THE UNION

Section 1.

Every member by virtue of membership in this Chapter is obligated to abide by the Bylaws and the International Constitution of Bylaws with respect to rights, duties, privileges and immunities conferred by them. Each member shall faithfully carry out such duties and obligations and shall not interfere with the rights of fellow members.

Section 2.

No member shall interfere with the elected officers or representatives of this Chapter in the performance of their duties and each member shall, when requested, render such assistance and support in the performance of such duties as may be required of them, provided that this does not interfere with their individual rights as members. Each member and officer shall adhere to the terms and conditions of pertinent collective

bargaining agreements and shall refrain from and conduct that would interfere with the performance by the Chapter of its legal or contractual obligations.

Section 3.

No member shall engage in dual unionism or espouse dual unionism or disaffiliation, nor shall any member be a party to activity to secure the disestablishment of the Local as the collective bargaining representative for any employee.

ARTICLE 9. SAVINGS CLAUSE

In any provision of these Bylaws shall be modified or declared invalid or inoperative by any competent authority of the Federal or State government, the International Union, or the Local Union. The Leadership Board shall have the authority to suspend the operation of such provision. The Leadership Board will then amend the offending provision to the satisfaction of the above parties and with membership approval.