

CONSTITUTION
YUKON UNIT
OKLAHOMA EDUCATION ASSOCIATION

ARTICLE I

Name

The name of this Association shall be Yukon Professional Educators' Association.

ARTICLE II

Purposes

- Section 1. To promote the highest type of professional practices; to encourage active participation of all educators in the promotion of the best total education program for all the children of all the people; and to arouse allegiance to a genuine spirit of professional ethics and growth.
- Section 2. To encourage participation in the selection and training of members; to encourage continued growth of members through inservice programs; and work toward improvement of the quality and the benefits of the profession.
- Section 3. To promote cooperation between the schools; to encourage responsible civic action; and to aid in interpreting for the public the objectives, needs, and progress of education in Oklahoma.
- Section 4. To encourage and support participation in the formulation and implementation of education policies in local, state, and national professional associations and in all educational enterprises in which educators and students are involved.
- Section 5. To pursue a course of action to maintain the highest standards in educator preparation and certification and to work diligently for conditions of employment conducive to good teaching and learning, adequate remuneration, professional security, and academic freedom.

ARTICLE III

Membership

Membership shall be composed of all people employed by Yukon Public Schools upon the member's payment of the annual dues of the National Education Association, the Oklahoma Education Association, and the Yukon

Professional Educators' Association. The Yukon Professional Educators' Association shall not deny membership to individuals on the basis of race, creed, national origin, religion, or sex.

ARTICLE IV

Officers, Executive Committee, and Negotiators

- Section 1. The elected officers of the Association shall consist of a president, past president, president-elect, vice-president, secretary, and treasurer.
- Section 2. There shall be an Executive Committee with executive powers. This Executive Committee shall consist of the above officers and one representative for every twenty-five (25) members or major portion thereof in each building. Every building shall have at least one representative. There shall be one representative for members not having assignment in regular classroom buildings. There shall be one representative from the support personnel for each twenty-five (25) members or major portion thereof elected at large by their membership. The support personnel shall have at least one representative. The parliamentarian shall be the Past President.
- Section 3. The Association shall be represented by a team of five elected negotiators with two elected alternates. Vacancies shall be filled by presidential appointment.
- Section 4. Elected and appointed officers and committee members may be removed from office for non-performance of the duties of the office or other incompetencies.

ARTICLE V

Elections

- Section 1. Officers for the ensuing year shall be elected by May 1. Negotiators shall be elected by May 1 and shall take office upon approval of that year's master agreement.
- Section 2. A Nominating Committee shall be appointed by the President and approved by the Executive Committee. The Committee shall consist of at least one representative from each building.
- Section 3. There shall be a slate of candidates for each office. Provisions will be made for nominations from the floor.
- Section 4. Election shall be by secret ballot and by plurality vote.
- Section 5. Eligibility to vote and eligibility for election will be based upon proof of membership.

ARTICLE VI

Affiliation

The Association shall affiliate with the Oklahoma Education Association and the National Education Association.

ARTICLE VII

Dues

Section 1. Association dues shall be determined each year by the Executive Committee

Section 2. NEA, OEA, YPEA dues shall be paid for the association president during his/her term of office.

Section 3. Local dues shall be paid for association officers.

ARTICLE VII

Amendments

Section 1. All proposed amendments to the Constitution shall be in writing and signed by at least ten (10) bona fide members of the Yukon Professional Educators' Association. A proposed amendment shall be submitted to the Executive Committee at least thirty (30) days prior to the vote of the proposed amendment by the membership.

Section 2. A written copy of the proposed amendment and any Executive Committee recommendations shall be distributed to the membership for consideration ten (10) days before the meeting at which the vote is taken.

Section 3. Voting shall be by secret ballot, and the amendment must be adopted by two-thirds (2/3) vote of the members voting.

ARTICLE IX

Quorum

Section 1. A quorum for general business meetings shall be the members present.

Section 2. A quorum for Executive Committee meetings shall be the members present.

ARTICLE X

Meetings

Two meetings of the Association shall be held annually. Other meetings will be held as scheduled and announced.

BY-LAWS

ARTICLE 1

Rules of Order

The method of procedure of the Association shall be based on the latest revision of Roberts' Rules of Order.

ARTICLE II

Duties and Terms of Office

- Section 1. All officers and Executive Committee members elected by the membership shall take office on June 15, and shall serve for one year.
- Section 2. The term of office for each of the delegates and alternates to the Delegate Assemblies shall be for three years and shall be on a rotation basis in accordance with the most current Oklahoma Education Association Constitution. They shall be elected by May 1; they shall take office on June 15.
- Section 3. If the president should vacate his/her office, the President-elect shall assume the presidency. Vacancies in any other office shall be filled by presidential appointment with the approval of the Executive Committee.
- Section 4. The President shall preside at all meetings of the Association and of the Executive Committee. He shall appoint all committees not otherwise specified and shall be an ex-officio member of all committees except the Nominating Committee. The President is responsible for the Association's reports and shall serve as a representative to the National Education Association Representative Assembly and as delegate to the Oklahoma Education Association Delegate Assembly.
- Section 5. The President-elect shall be a member of the Executive Committee and become President following his/her term as President-elect. The President-elect shall be the Membership Chairperson, Negotiations Liaison, a representative to the National Education Association Representative Assembly, and a

delegate to the Oklahoma Education Association Delegate Assembly.

- Section 6. The immediate past President shall be a member of the Executive Committee with full voting powers and will serve as an advisor to the President and in any other capacity that the President shall appoint.
- Section 7. The Vice-president shall serve as President of the classroom teachers when they assemble. (S)He shall serve as chairperson of IPD, American Education Week, and Teacher of the Year and shall carry out other duties the President assigns.
- Section 8. The Secretary shall keep a record of all meetings of the Association and the Executive Committee. S(H)e shall compile and publish a membership directory and handle such correspondence as directed by the President or otherwise required by the Association.
- Section 9. The Treasurer shall be responsible for all funds of the Association and shall disburse them as authorized by the Executive Committee or President. Both the President and the Treasurer shall sign all checks issued.
- Section 10. Current officers shall provide training for newly-elected officers.
- Section 11. (A) Delegates to the National Education Association Representative Assembly shall be elected as provided for in the most current National Education Association constitution. The names of the President and the President-elect shall be the names on the ballot for election as delegates. The delegates shall represent the Association at the Annual Representative Assembly.
- (B) Delegates to the Oklahoma Education Association Delegate Assembly and the Association of Classroom Teachers Assembly shall represent the Association at the annual assemblies. Two of the names on the ballot shall be the President and President-elect. The delegates elected shall notify the President as soon as possible if unable to attend. Alternates shall be of the same educational position as the delegate. The delegates shall ask for directions for pending issues. The delegates shall be responsible for informing the membership of action taken at the Assemblies.
- (C) Delegates and alternates to the National Education Association Assembly and the Oklahoma Education Association Assembly shall be elected by May 1 and take office on June 15.
- Section 12. Yukon Professional Educators' Association shall be represented at the Oklahoma Education Association zone meetings by elected officers or approved members as deemed necessary or as provided for by the Oklahoma Education Association

Constitution.

Section 13. Building Representatives shall be selected under the leadership of the current Building Representatives by the members in each building by May 1. Duties shall include serving on the Executive Committee and representing the members at those meetings. The Building Representatives shall be responsible for notifying members in their building of meetings and shall be a channel of communications between the membership and the Committee. The Building Representative shall be responsible for conducting the selection of the representative for the ensuing year.

Section 14. Negotiators shall represent the Association in the negotiations with the Board of Education and/or their representatives. The negotiators shall be elected at the annual election of officers as provided in Article V of the Constitution. The term of office shall be for two years. One negotiator and alternate shall be elected from each educational level. Those levels are defined as Elementary being Kindergarten through sixth grade and Secondary being seventh through twelfth grade. Three negotiators shall be elected at large. This level shall be defined as classroom educators and/or special educators. Terms of office shall be alternating. The negotiators shall enter on behalf of certified personnel designating Yukon Professional Educators' Association as negotiating agent into a procedural agreement with the Board of Education and/or its representatives. The negotiated packet shall be ratified by a majority vote. Voting shall be done by secret ballot.

Section 15. The Parliamentarian appointee advises the officers and members in matters pertaining to interpretation of the Constitution and to parliamentary procedure. The parliamentarian will give opinions only when requested to do so.

Section 16. Elected and appointed officers and committee members may be removed from office upon presentation of twenty (20) signatures with written charges and proof of charges to the Executive Committee and a hearing shall be held before the Executive Committee. It is the responsibility of the Executive Committee to review the charges and proof and to present the matter to the members in a general or specially-called meeting. A vote of two-thirds (2/3) of the members present will constitute a quorum for dismissal. Members shall be advised of the matter to be brought to the floor ten (10) calendar days before the meeting.

ARTICLE III

Power of the Executive Committee

The Executive Committee shall be responsible for the management of the

Association, approve all expenditures from the general fund with this exception: The President will have discretionary power to spend up to one hundred dollars (\$100) for each single expenditure. The Committee shall set the dues, report transactions of the Committee to the membership, act on reports of the committees, approve resolutions, and make recommendations and other policy statements. The Executive Committee shall have power of judicial review as provided in the Oklahoma Education Association Constitution. The member has the right to appeal within a reasonable time the Executive Committee judicial decision to the Yukon Professional Educators' Association membership. No member of the Executive Committee shall be a party to the appellate procedure. The Committee shall meet monthly or at other times as the President designates.

ARTICLE IV

Standing Committees

- Section 1. There shall be standing committees appointed by the President, subject to the approval of the Executive Committee, with the exception of the Audit Committee. The standing committees shall be responsible for the specific functions outlined in this Constitution and in accordance with the State Constitution. They shall have at least five members and may, with the approval of the Executive Committee, organize special sub-committees and task forces for specific activities from the membership of the Association.
- Section 2. Each standing committee shall meet at the call of the committee chairperson.
- Section 3. Each committee shall choose a recorder who shall keep a continuing record of activities. Chairpersons shall report to the Executive Committee and shall prepare an annual written report summarizing objectives, action programs, gains, and unreachd goals. The Executive Committee shall publish the reports, and the reports shall become a part of the continuing committee record in the Association files.
- Section 4. The Standing Committees shall have duties and responsibilities as follows:
- (A) The IPD Committee shall work with the Executive Committee with the President-elect as chairperson. The Committee shall plan the program for each meeting of the Association, shall notify members of the program, and shall endeavor to see that the year's programs include those topics pertinent to the teaching profession. This committee shall work closely with the Oklahoma Education Instruction and Professional Development Commission.
 - (B) The Public Relations Committee shall publicize the achievements and goals of their schools and their local, state,

and national associations. This committee shall be responsible for internal and external public relations of the Association and shall cooperate with the Oklahoma Education Association Public Relations Commission.

(C) The Member Rights Committee shall include the work of Teacher Rights, Ethics, and Personnel Policies. This Committee shall work closely with the Oklahoma Education Association Teacher Rights Commission.

(D) The Legislative Committee shall cooperate with the Oklahoma Education Association Legislative Commission and shall keep the members informed about pending legislators and candidates for office of Oklahoma Education Association legislative goals. The chairperson should serve as the legislative contact person with OEA while the legislature is in session.

(E) The Negotiations Liaison Committee shall include the President-elect, at least five (5) members, and any other persons the President may appoint with the approval of the Executive Committee. The responsibility of the Negotiations Liaison Committee will be to coordinate communications and activities among the members, the negotiators, and the Executive Committee. This Committee shall work closely with Oklahoma Education Association Representatives.

(F) The Audit Committee shall consist of the Past President and two other members appointed by the President with approval of the Executive Committee. This committee shall provide verification of a financial statement to be presented to the Executive Committee after May 1 and before June 15.

ARTICLE V

Special Committees

Each year or as needed, the Executive Committee under the leadership of the President shall appoint a Nominating Committee and such other special committees as may be necessary and shall discharge the committees upon completion of their duties. These committees shall operate according to the rules approved by the Executive Committee. No officer of the Association shall serve on the Nominating Committee.