

Zone 22
Pauls Valley Education Association

July 11, 1994

Please note the following changes in the by-laws section of the Pauls Valley Education Association Constitution.

Page 4, Article IV, Section 1. No changes is Section 2.

Section 1. The Collective Bargaining Committee shall have the right to negotiate with the Board of Education on all matters which affect the terms and conditions of a member's professional services. The members of this committee shall be nominated by the Executive Committee, and approved by the members at large. The six members will serve three years. Each year, two will be replaced. The President shall nominate a replacement for an unexpired term. This nomination shall be approved by the executive board.

Section 2. The Program and Leadership Development Committee shall strengthen current leaders and identify and train new leaders.

Respectfully submitted,

Lynette Friedemann

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Secretary PVEA

PAULS VALLEY EDUCATION ASSOCIATION
CONSTITUTION
April 28, 1992

ARTICLE I

Name

The name of this Association shall be the Pauls Valley Education Association of the Oklahoma Education Association.

ARTICLE II

Purposes

- Section 1. To represent the interests of its members on the local, state, and national levels through the programs of the United Association.
- Section 2. To encourage the professional growth of its members.
- Section 3. To cooperate with lay groups interested in education and to aid in interpreting to the public the objectives, needs, and progress of education in Oklahoma.

ARTICLE III

Membership

- Section 1. All certified teachers, support personnel, and administrators in the Pauls Valley Schools may be members upon the payment of the annual dues of this Association, the Oklahoma Education Association, and the National Education Association.
- Section 2. No member may be censured, suspended, or expelled without a due process hearing, which shall include an appropriate appellate procedure.
- Section 3. Where an all-inclusive affiliate exists, it shall provide proportionate representation between its classroom teacher members and its administrator members and support personnel.

ARTICLE IV

Officers and Executive Committee

- Section 1. The officers of the Association shall consist of a President, Past-President, President-Elect, Vice President, Secretary, Treasurer, and the delegates and alternates to the Oklahoma Education Association Representative Assembly.

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Section 2. There shall be an Executive Committee with executive powers. This committee shall consist of the officers of the Association and at least one elected/appointed faculty representative from each building of the school system. Every effort shall be made to achieve ethnic representation on the Executive Committee in proportion to the membership.

Section 3. The delegates and alternates to the Oklahoma Education Association Representative Assembly will be selected from the Executive Committee and elected by the membership.

ARTICLE V

The Association shall affiliate with the Oklahoma Education Association and the National Education Association. An amendment to the constitution shall be submitted to the Executive Committee in writing. The Executive Committee shall submit the proposed change to the members two weeks in advance of the next proposed meeting, and it shall be voted upon at the next regular meeting. It shall be adopted by two-thirds vote of the members present.

BY-LAWS

ARTICLE I Rules of Order

The method of procedure of the Association shall be based on "Robert's Rules of Order."

ARTICLE II Duties and Terms of Officers

Section 1. All officers shall take office on July 1, and shall serve for one year, except the delegates to the Delegate Assembly.

Section 2. In case of a vacancy, it shall be filled by the Executive Committee, with the exception of the President. The Vice President shall assume the duties of the President.

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- Section 3. The President shall preside at all meetings of the Association and of the Executive Committee. He/she shall appoint all committees not otherwise provided for, and shall be ex-officio member of all committees. The President is responsible for the unit's report to the state association. He/she shall attend all UniServe Council meetings and relevant United Association training sessions, Summer Leadership Workshop, and other programs that could be beneficial to the local. The President shall co-sign all checks of the Association.
- Section 4. The President-Elect shall be a member of the Executive Committee. He/she shall attend, with the President, all UniServe Council meetings and relevant United Association training sessions, Summer Leadership Workshop, and other programs that could be beneficial to the local. He/she shall become President the following year.
- Section 5. The Vice President shall be a member of the Executive Committee. He/she should attend, along with the President, all UniServe Council meetings and relevant United Association training sessions, Summer Leadership Workshop, and other such programs as could be beneficial to the local. He/she shall be chairman for planning the yearly calendar and events. The Vice President shall also preside in the absence of the President, assist the President in the performance of his/her duties, and in case of vacancy in the office of President, act in the official capacity of the President.
- Section 6. The Secretary shall keep a record of all meetings of the Association and of the Executive Committee. In cooperation with the President, the Secretary shall certify the unit's annual report.
- Section 7. The Treasurer shall be responsible for the collection of all dues. He/she shall have charge of all funds of the Association, shall deposit them in the bank in the name of the Association, and shall disburse them as authorized by the Executive Committee or the President for Association related expenses. He/she shall co-sign all checks of this Association.

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Section 8. The Building Representative shall receive the dues of the teachers in his/her building and turn in the dues to the Treasurer. The Building Representative shall attend all regular meetings and Executive Committee meetings of the Association, shall become informed on the programs of the Association, and shall report back to the faculty of his/her building on the business transacted by the Executive Committee. He/she shall speak at regular or executive sessions for the members he/she represents, shall receive opinions, requests, and reactions from the members and transmit them to the Association. He/she shall promote good public relations in matters pertaining to the Association.

Section 9. The Past-President shall serve as a member of the Executive Committee for one year following his/her term of office.

ARTICLE III Executive Committee

The Executive Committee shall serve as an executive body in all matters delegated to it. It shall consider and act upon all matters brought before it between regular meetings of the Association. It shall meet upon call of the President. The Executive Committee shall plan the program of each unit meeting; shall notify members of the program, and shall endeavor to see that the year's program includes matters pertinent to the profession.

ARTICLE IV Standing Committees

Section 1. The Collective Bargaining Committee shall have the right to negotiate with the Board of Education on all matters which affect the terms and conditions of a member's professional services. The members of this committee shall be nominated by the Executive Committee, and approved by the members at large. The six members will serve three years. Each year, two will be replaced. The President shall nominate a replacement for an unexpired term. This nomination shall be approved by the executive board.

Section 2. The Program and Leadership Development Committee shall strengthen current leaders and identify and train new leaders.

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- Section 3. The Communication and Public Relations Committee shall publicize the achievements and goals of their schools, and their local, state, and national associations. This committee shall solicit the understanding and cooperation of the public in seeking solutions to the problems of education, and shall cooperate with the state public relations committee. One member of the committee shall meet with each of the standing committees to better publicize committee activities.
- Section 4. The Members Rights Committee shall represent the Association and members of the bargaining unit in the grievance procedure. The committee will process grievances at the principal's, superintendent's, and the board's level. The committee will keep complete records for the Association files of all grievances and resolutions. The committee will also make recommendations to the Executive Committee regarding grievances.
- Section 5. The Instruction and Professional Development Committee shall be concerned with the continual improvement of instruction and professional development. The committee shall work closely with the OEA on instruction and professional development.
- Section 6. The Political Action Committee shall cooperate with the OEA Legislative Commission, and shall keep the members informed about pending legislation. This committee shall inform legislators and candidates for office of OEA legislative goals. The chairman should serve as the legislative contact person with OEA while the legislature is in session.
- Section 7. The Membership Committee shall be responsible for building and maintaining membership.
- Section 8. The Minority Involvement Committee will increase minority involvement by working with the Membership Committee.

ARTICLE V Nominations and Elections

- Section 1. A Nominating Committee shall be appointed by the President with approval of the Executive Committee. The Nominating Committee shall present a slate of officers. Nominations may also be made from the floor.
- Section 2. Election shall be by secret ballot, and by plurality vote.

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Section 3. Officers shall be elected at the April meeting.

Section 4. The members of each building shall elect/appoint their representative to the Executive Committee prior to the April meeting of the Executive Committee.

ARTICLE VI
Meetings

Section 1. Regular meetings of the Association shall be held during the months of September and April. The Executive Committee shall determine the time and place of all meetings.

Section 2. Special meetings shall be held at the call of the President.

ARTICLE VII
Dues

The annual dues for the local Association shall be set by the Executive Committee and approved by the membership to be payable no later than Nov. 1st.

ARTICLE VIII
Quorum

Section 1. A quorum for all meetings of the Association shall be those members present.

Section 2. A majority of the Executive Committee must be present to establish a quorum.

ARTICLE IX
Amendments

An amendment to the by-laws shall be submitted to the Executive Committee in writing. The Executive Committee shall submit the proposed change at the next regular meeting. It shall be adopted by two-thirds vote of the members present.

JUL 12 1994