

RICH EDUCATION ASSOCIATION

CONSTITUTION

ARTICLE I

Name

Section 1. The name of the association shall be the "Rich Education Association." (United Teaching Profession (UTP): REA, UEA, NEA.)

ARTICLE II

Objectives

Section 1. The objectives of the Association shall be to serve the best interests of its membership and to promote good education by:

- a. forming a closer bond of unity among members of the teaching profession.
- b. advancing the ideals and interests of the teaching profession and creating a deeper sense of its dignity and worth.
- c. impressing those who teach with the consciousness of the responsibility which teachers bear as community leaders.
- d. cooperating with other local, state and national associations in furnishing added opportunity for the investigation of educational problems and facilitating the exchange of ideas of special interest to educators.

- e. promoting and perfecting plans for teacher tenure, illness and hospital benefits, retirement for teachers, salaries and other related benefits, and to have recourse through mutually acceptable grievance procedures with Rich School District upon these subjects.
- f. having recourse to an acceptable grievance procedure in resolving differences arising from the day to day operations in the schools.

ARTICLE III

Membership

- Section 1. All certificated, regularly contracted employees of the Rich County School District are eligible for active membership in the REA-UTP upon acceptance of a district contract and payment of required association dues.
- Section 2. Retired persons may retain membership in UTP by following NEA regulations.
- Section 3. Other classes of membership may be provided for in the Bylaws.

ARTICLE IV

Executive Board of Officers

- Section 1. The officers of the REA shall consist of a Past President, President, President-elect and a Secretary-Treasurer who shall constitute the Executive Board.
- Section 2. The powers and duties of the Executive Board shall be set forth in the Bylaws.

ARTICLE V

Association Representatives

- Section 1. Each faculty shall be entitled to one representative for each fifteen (15) Association members, or the main part thereof.
- Section 2. Members of the Association not affiliated with a school faculty shall be entitled to one (1) representative for each fifteen (15) Association members or the main part thereof.
- Section 3. Each faculty or representative group shall have at least one (1) representative if they have one member.
- Section 4. Powers and duties of the Association Representatives shall be set forth in the Bylaws.

ARTICLE VI

Representative Assembly

- Section 1. Association Representatives and the Executive Board shall constitute the Representative Assembly of the Association. In voting on policy, the Association Representatives shall consider the wishes of the members of their unit.
- Section 2. The Representative Assembly shall establish association policy and objectives and enact such other measures as may be necessary to achieve the goals and objectives of the Association providing these measures are not in conflict with the Constitution and Bylaws of REA.

ARTICLE VII

Delegates

- Section 1. This Association shall send delegates to the Utah Education Association House of Delegates, to the Northern Utah UniServ Unit, and to other entities as needed.
- Section 2. The number of delegates sent to another representative body shall be in conformity with guidelines issued by that body.
- Section 3. Election of delegates to other entities shall be covered in the Bylaws.

ARTICLE VIII

- Section 1. A two-thirds (2/3) majority vote of REA-UTP members shall be necessary to amend the Constitution.
- Section 2. Proposed amendments shall be submitted to REA-UTP members at least one month prior to final voting.

ARTICLE IX

Quorum

- Section 1. One-third (1/3) membership of the REA shall constitute a quorum.

RICH EDUCATION ASSOCIATION
BYLAWS

ARTICLE I

Membership and Dues

- Section 1. The term of membership shall be from September 1 of each year to and including August 31 of each following year.
- Section 2. All applications for membership shall be deemed to be requests for continuing membership in REA/UEA/NEA over a period of years.
- Section 3. Every member is liable for the entire year's dues. Contract is then made with UEA, NEA, and Rich School District for the transfer of funds. If dues are not paid by the member, then the Northern Utah UniServ Unit, or REA, is liable for the amount. Therefore, after the contract is made, the REA Executive Board may only grant permission for cancellation of membership under extenuating circumstances.
- Section 4. Any member electing to drop membership must do so in writing to the President of REA or to the UniServ Director, by September 15 of any given year. REA will notify Rich School District to stop collection from payroll, and notify UniServ, UEA, and NEA of the cancellation of membership.
- Section 5. Collection of dues shall be by payroll deduction over a seven (7) month period beginning with the payroll of September 30, or may be made by a cash settlement on or before September 15 of each school year.

- Section 6. Active members of REA employed on a full-time basis shall pay full dues to each entity: REA, UEA, NEA.
- Section 7. Active members of REA employed on a half-time basis shall pay one-half ($\frac{1}{2}$) dues to each entity: REA, UEA, NEA.

ARTICLE II

Meetings

- Section 1. Executive Board. The Executive Board may meet monthly or as called by the Association president.
- Section 2. Representative Assembly. The Representative Assembly shall meet monthly or as called by the Association president. Special meetings of the Assembly may be called upon petition of a majority of the Association representatives.
- Section 3. Membership Meetings. Mass meetings of the membership shall be called when the need arises to ratify action of the Representative Assembly, to give direction to those who represent the Association, to inform the general membership of any matters of import, or whenever the Executive Board determines a need, or upon petition of one-third ($\frac{1}{3}$) of the Association members when stated in writing to the President. A recruitment meeting shall be held during the first week of each new school year that will include members and non-members.
- Section 4. Proxies. There shall be no proxy votes at any official meetings of the officers or representatives of REA.
- Section 5. Majority Vote. A majority vote cast by the members present at a meeting shall be necessary

for the adoption of any matter not specifically required by the Constitution to have a specified majority.

Section 6. UEA House of Delegates. The representative of REA to the UEA House of Delegates and other such entities shall be the Executive Officers of REA and/or other such delegates as may be apportioned by the UEA and elected by the membership of this Association.

Section 7. Northern Utah UniServ Council. Northern Utah UniServ meetings are held monthly. REA representatives to that Council are the past president, president, and president-elect of REA.

Section 8. UEA Local Presidents' Meeting. The President of REA will be the representative of REA to this meeting. In his/her absence, the president-elect will be the representative.

ARTICLE III

Eligibility of Candidates for Executive Office

Section 1. All candidates for elected office and all elected officers shall maintain active membership in the UTP.

Section 2. Candidates for the office of president-elect shall have been employed in the district for at least three (3) years at the time of taking office. Membership in UTP for the same time period is required.

ARTICLE IV

Election of Executive Officers

- Section 1. Executive officers shall be elected between April 15 and May 15 of each school year and shall take office on the first day of June following their election, or at the conclusion of annual negotiations, whichever is later.
- Section 2. The Executive Board shall hold a primary convention between April 15 and May 1 of each calendar year for the purpose of choosing candidates for president-elect.
- Section 3. Candidates will be nominated from the floor of the primary convention. Each nomination must be accompanied by a signed nominating petition showing that nominee's willingness to serve.
- Section 4. If more than two (2) candidates for an executive office are nominated at the convention, secret balloting will ensue at that time to limit the candidates to a number of two (2) persons seeking any executive office.
- Section 5. If a sufficient number of candidates are not forthcoming from the primary convention, the Executive Board will empower the Representative Assembly to nominate the remaining candidates.
- Section 6. The election of executive officers will be by secret ballot, to be turned into the Association Representative(s), and to be opened at a session of the Representative Assembly on or before May 15.

ARTICLE V

Vacancies in the Executive Board

- Section 1. Whenever the office of president shall become vacant during a term, the president-elect shall fill the vacancy for the unexpired term and additionally shall serve the term to which he/she would have succeeded for the second year of his/her term.
- Section 2. Other vacancies which may occur shall be filled by appointment of the Executive Board, subject to the approval of the general membership of the Association at its next regular meeting.

ARTICLE VI

Election of Association Representatives

- Section 1. All candidates for Association Representative (AR) and all elected AR's shall maintain active membership in UTP.
- Section 2. Candidates for the office of Association Representative shall have been employed in the Rich School District and have been members of UTP for a period of at least one (1) school year prior to taking office.
- Section 3. Association Representatives shall be elected by the Association members of their respective faculties or representative unit between April 15 and May 15 of each school year. They shall take office on the same day as the executive officers.
- Section 4. Whenever the position of an Association Representative becomes vacant in a faculty, that faculty will hold immediate elections of a new AR to fill the position for the remainder of the term.

ARTICLE VII

Responsibilities and Powers of Executive Officers

Section 1. President. The term of president shall be for one (1) year. The president shall represent the local association as the official spokesman for the organization. The president shall preside at all meetings of the Association, Executive Board, and Representative Assembly. The president shall, with the recommendation of the Executive Board, appoint all committee members and serve as ex-officio member of such committees. The president shall work with local faculties in order to advance the REA programs as outlined by the Executive Board and the Representative Assembly. The president shall perform other such duties as usually devolve upon the president. The president shall serve on the UniServ Council and on the UEA Council of Local Presidents during his/her term of office. The president shall serve as the treasurer of REA, and shall receive all funds, disperse all funds, and be responsible for their safekeeping and accounting. Financial reports will be made to the Representative Assembly monthly, and an audit of financial records will be done every year by the UniServ office. The president will maintain a file of pertinent information for the members, including an ongoing record of membership, negotiations, and budgets. The president shall prepare all records to be passed on to the new president by the time that new president takes office.

Section 2. President-elect. The president-elect shall be elected for a two (2) year term. During the first year he/she shall serve as president-elect. During the second year of said term he/she shall serve as president of REA. The president-elect shall perform the functions usually attributed to the office of a first vice president and shall

assist the president in the performance of his/her duties and do all other things necessary to maintain a knowledge of and interest in the affairs of the association in order to provide for the continuity of association business. The president-elect shall perform the duties of the president during the absence of the president or at the request of the president. The president-elect shall serve on the UniServ Council during his/her term. The president-elect shall serve as the secretary of REA, and shall be responsible for preparing records of all official meetings.

Section 3. Past President. The term of office of past president shall be for the year immediately following his/her term as President of REA. The past president shall serve on the UniServ Council during this term.

ARTICLE VIII

Responsibilities of Executive Board

- Section 1. The Executive Board shall:
- a. transact all official business that comes before REA.
 - b. establish guidelines for payment of bills by the president and president-elect. Checks must be countersigned by those two (2) officers.
 - c. appoint members to standing and ad hoc committees.
 - d. direct the president in matters concerning the Association.
 - e. call official meetings of the association.

- f. oversee the work of committees and review reports.
- g. approve payment of authorized expenses for delegates to approved professional conventions.
- h. establish an annual budget for approval by the membership. Deficits from such budgets may, by majority vote of the Executive Board, be paid from surplus fund accounts at the last Executive Board meeting of the year.
- i. ensure an orderly transfer of records and accounts of the Association to the newly elected officers.

ARTICLE IX

Responsibilities of Association Representatives

Section 1. The Association Representative shall:

- a. attend all meetings of the Representative Assembly and report the proceedings to the members in their unit.
- b. report the concerns of the members in their unit to the president.
- c. be responsible for orientation of new REA members in their building or unit.
- d. arrange and conduct elections in his/her unit. Elections will be by secret ballot.
- e. collect and return ballots to the president the next school day following the election.
- f. be the member's representative to the

principal of the unit.

- g. identify individual needs and problems and give service to satisfy or solve them.
- h. enroll new members in the UTP.
- i. perform other duties as required by the Executive Board.

ARTICLE X

Committees

- Section 1. Committees appointed to carry on activities or pursue the purposes of the Association shall be appointed by the president upon approval of the Executive Board.
- Section 2. The size of committees, their duties and responsibilities shall be determined by the Executive Board.
- Section 3. All committee action is subject to the approval of the Executive Board. Committees shall not set policy of REA.

ARTICLE XI

Travel Expense

- Section 1. A travel allowance for all Association business and payment of necessary expenses, including meals and lodging, shall be paid to officers or delegates of the Association if not compensated for by another agency. The rate of payment shall match the current UEA rates. These expenses shall be reviewed monthly by the Representative

Assembly.

- Section 2. Expense allowance for approved attendance at special conferences or conventions by REA members shall be determined by the Executive Board.

ARTICLE XII

Reserve Fund

- Section 1. The Executive Board shall deposit all funds in excess of the projected budget into a reserve account so as to draw interest at a reasonable rate.
- Section 2. The Executive Board may draw from the Reserve Fund for emergencies with a majority vote of the Board.

ARTICLE XIII

Affirmative Action

- Section 1. The Executive Board shall:
- a. research the employment practices of the district to assure that educators, regardless of race, color, creed, or sex, have equal employment opportunities.
 - b. assure that negotiations are conducted to maintain contractual agreements with the school district to assure non-discrimination in employment practices.
 - c. encourage administrative officers of the school district to advertise educator vacancies in places and publications available to all.

- d. file grievances when it is affirmed that employment discrimination is being practiced by the district.
- e. make every effort to assure equal employment opportunities when Association or UniServ staff personnel are to be hired, regardless of race, color, creed, or sex.

ARTICLE IV

Agreements

- Section 1. Annual agreements between the Rich County School Board of Education and the Rich Education Association shall be handled collectively through Association channels.
- Section 2. The Association negotiations team shall consist of three (3) to five (5) members, these persons representing all membership constituencies of REA.
- Section 3. The action of the Association negotiation team shall be subject to ratification by the membership of REA. An affirmative vote by a majority of those members who vote shall constitute ratification.
- Section 4. Proper notice shall be given the membership concerning the time, place, and method of obtaining ratification by the membership. It shall be the responsibility of the Executive Board to give this notice.

ARTICLE XV

Quorum

- Section 1. A majority of the executive officers, and, the Association Representatives shall constitute a quorum for the Representative Assembly.

Section 2. The president and one (1) other member of the Executive Board may be considered a quorum to conduct association business.

ARTICLE XVI

Amendments

Section 1. These Bylaws may only be amended by a majority vote of the members of the Representative Assembly.

Section 2. Any proposed amendments must be published to the members of REA at least one (1) week before being voted on.

ARTICLE XVII

Parliamentary Procedure

Section 1. Robert's Rules of Order shall govern in all matters not otherwise covered by the Constitution.

RICH EDUCATION ASSOCIATION
NOMINATING PETITION

Explanatory Note

The Constitution and Bylaws of the Rich Education Association outlines the procedures required for any Association member who seeks to hold the elected executive office of president-elect in the Rich Education Association.

This form is made available for the convenience of those wishing to nominate any Association member for the above position.

* * * * *

The UNDERSIGNED members of the RICH EDUCATION ASSOCIATION wish to place the name of _____, a member of the RICH EDUCATION ASSOCIATION, in NOMINATION for the office of President-elect.

Signature	School
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____

* * * * *

FOR ACTION BY THE CANDIDATE ONLY:

I accept the nomination for the above stated office and will serve in such office if elected.

_____ Date _____ Signature