

BYLAWS OF THE GRANTS PASS EDUCATION ASSOCIATION

ARTICLE 1

Name

Section 1. The name of this Association shall be the Grants Pass Education Association, hereinafter referred to as the Association.

Section 2. The Association shall affiliate with the UniServ Council, the Oregon Education Association and the National Education Association.

Section 3. The association is a member of SOBC, therefore the association observes SOBC bylaws.

ARTICLE II

Purposes

Section 1. To work for the welfare of school children, the advancement of education, and the improvement of instructional opportunities for all.

Section 2. To unify and strengthen the education profession for members while presenting a positive image of members in the community.

Section 3. To bargain with the school district board over the compensation package, working conditions and instructional improvement.

Section 4. To assure enactment of legislation favorable to education and elect candidates who will support education.

Section 5. To participate actively in Oregon Education Association and National Education Association affairs. The Association shall participate actively in the appropriate UniServ Council and pay its share of UniServ Council operation costs.

Section 6. To represent the professional interests of members.

ARTICLE III

Members

Active membership in the Association shall be open to all certificated personnel employed in the Grants Pass School District #7 who are OEA/NEA members.

Active membership shall be continuous until the member leaves the school system, resigns from the Association, or fails to pay membership dues. To resign from the Association, active members shall revoke their membership between September 1 and September 30 of any year.

ARTICLE IV

Officers

Section 1. The officers of the Association shall consist of a president, a vice-president, a past president, a secretary, and a treasurer.

Section 2. The President shall:

- a. Preside over meetings of the Executive Council and the Representative Council, and appoint the chairpersons and members of committees. The President shall be the executive officer of the Association.
- b. Appoint, when needed, an Audit Committee, a Nominations committee, an Elections Committee, and such other special committees as may be necessary, and shall discharge them upon completion of their duties. These committees shall operate according to rules approved by the Representative Council.
- c. Serve as the Association Representative and voting member on the Southern Oregon Bargaining and UniServ Councils.
- d. Attend monthly OEA President's meetings.
- e. Co-Presidents may be elected if a team of two members runs for election.

Section 3. The Past President shall:

- a. Advise the Executive Council and assist the president at the latter's request.
- b. Serve as the Association's official representative to the local School Board and report to Executive Council. If Past President is not available, an alternate Executive Council Member shall attend and report back.

Section 4. The Vice-President shall:

- a. Fulfills the functions of the President in the case of his/her absence at any Executive or Rep Council meeting.
- b. Perform the functions of the president at all general and Representative Council meetings during the absence of the President.
- c. Head both the regular and PAC membership committee for the Association.
- d. Be responsible for the execution of all necessary elections and reporting the results.
- d. Shall attend monthly SOPAC meetings.
- e. Serve as the Association Representative and voting member on the Southern Oregon Bargaining and UniServ Councils if desired.

Section 5. The Secretary shall:

- a. Keep accurate minutes of all meetings of the Executive Committee, the Representative Council, and the Association.

- b. Maintain official files.
- c. Gather monthly updates from building reps.
- d. Sends Representative Council meeting minutes and other communication to Association members.
- e. Maintains personal email addresses of all members.

Section 6. The Treasurer shall:

- a. Hold the funds of the Association and disburse them upon authorization of the Executive Council and Representative Council.
- b. Transmit amounts due to the Oregon Education Association.
- c. Maintain a roll of members and compare with District local dues deductions. Notification will be made to the President and UniServ Consultant if there are discrepancies between OEA's records and the District's records for GPEA dues deductions.
- d. Keep accurate accounts of receipts and disbursements and shall prepare monthly reports and an annual financial statement for publication to members as directed by the Executive Council, to be given at representative council meetings.
- e. Keep the President, Executive Council, and Representative Council informed of the financial condition of the Association.
- f. Create the budget for the next year that is sent to the Executive Team and Rep Council for approval.

Section 7. Terms and Succession

- A. The Past President shall serve a one year term and be appointed by the Executive Committee from among qualified candidates.
- B. The President, Vice-President, Secretary, and Treasurer shall serve a two year term and may be re-elected without an intervening term.
- C. The President and Treasurer will be elected in odd numbered years.
- D. The Vice-President and Secretary will be elected in even numbered years.
- E. Any member in good standing may run for the office of President, Vice President, Secretary, or Treasurer provided they have been an active building representative or member of the Executive Team. The elected President is expected to attend OEA training prior to taking office.
- F. Should a mid-term vacancy in the office of President occur or be declared by the Representative Council according to Article V section 3, the Vice President shall become President and complete the term of office. Should a vacancy in the office of President

occur or be declared by the Representative Council according to Article V section 3, and no qualified member is available to serve, any member in good standing may be appointed by the Executive Council to complete the term of office.

- G. Should a vacancy in the offices of Vice-President, Secretary, or Treasurer occur or be declared by the Representative Council according to Article V section 3, any member in good standing may be appointed by the Executive Council to fill the remaining term of each office.

ARTICLE V Executive Council

Section 1. The Executive Council shall consist of the GPEA officers, Advocacy, Organizing, Communications, and Bargaining Chairs.

Section 2. Within policies established by the Representative Council, the Executive Council shall establish Association goals and objectives, charge committees with responsibilities and set deadlines for reports and recommendations, determine whether grievances will be submitted to binding arbitration, adopt an Association Program Budget prior to the September Representative Council meeting and recommend necessary dues, and report Association progress to the membership.

Section 3. Whenever a majority of the Executive Council shall agree that an officer has been grossly negligent in fulfilling the duties as defined in the bylaws, or is incapacitated, they shall recommend to the Representative Council that the office be declared vacant. If the Representative Council so votes (by secret ballot) by a two-thirds majority that the office is vacant, the Representative Council shall immediately select a replacement to complete remainder of the term.

ARTICLE VI Representative Council

Section 1. The Representative Council shall be the legislative and the policy forming body of the Association. It shall approve the budget, approve the dues for the Association, act on reports of committees, and approve resolutions and other policy statements. It shall approve committee chairpersons appointed by the President. Power not delegated to the Executive Council, the officers, and other groups in the Association shall remain with the Council.

Section 2. Members who are members in good standing of this Association shall elect by building for a term of two years, one Representative to the Representative Council for each eight members or major fraction thereof. Where more than one such representative is elected, the one who has held an association office position longer shall be designated the Senior Representative and the terms shall stagger at the discretion of the building. Elections shall be held the first week of March. The newly elected Representatives shall take their seats at the May meeting of the Council. In situations where only one representative seat is available for a site, the member with the most votes wins the seat. In situations where more than one seat is available, the seats are filled in order of majority vote, until all representative positions are filled. In the event that there is a tie between two write-in candidates, the candidates will present a short statement at the next representative council meeting, and the council will elect by secret ballot, which representative wins the seat.

Section 3. Prior to beginning service in September as a building representative, all representatives must attend a building representative training. Building representatives attending training will receive a \$50 stipend.

Section 4. Building Representatives, a minimum of one per building, shall attend the regular monthly meetings of the Representative Council or notification should be given to the President. Representatives who are absent consecutively shall be subject to action by the Representative Council.

Section 5. The members of the Executive Council shall be members of the Representative Council with voting privileges.

Section 6. Any member of the Association who is not a member of the Representative Council may attend its meetings, may receive permission to speak, but may not vote.

Section 7. The Representatives, with the Senior Representative as chairperson, shall call meetings of Association members in their buildings to discuss Association business and shall organize and oversee the subsequent elections of representatives and be responsible for timely Association communication within the building.

Section 8. Should a building Representative vacancy occur, any member in good standing may be appointed by the President to fill the remaining term of office subject to the approval by simple majority vote of the Representative Council.

ARTICLE VII Contract Ratifications, and Elections

Section 1. Contract ratification is to be done by simple majority of returned, secret ballots as verified by a building representative or executive officer. Ballots will be saved for 2 years.

Section 2. All officers and Building Representatives shall be elected between March 1 and March 15. The Association shall elect Oregon Education Association Representative Assembly delegates National Education Representative Association Assembly delegates by the established OEA and NEA deadlines. Officers shall take office on May 1.

Section 3. The Vice-President shall notify members of upcoming elections and the positions for which they may run by February 15.

Section 4. Secret ballot shall be used in all elections. Space for write-in candidates shall be placed on the ballot for each office. Three days shall be allotted for all elections and contract ratifications.

Section 5. Only members in good standing of this Association have voting rights with respect to association elections, vacancies, and contract ratification.

ARTICLE VIII Meetings

Section 1. The Executive Council will meet monthly, previous to the Representative Council or at the call of the President, or at the request of three members of the Council. The Executive

Council shall prepare a tentative agenda for each Representative Council meeting and shall circulate it to all members of the Council in advance of the meeting so that the Representatives have time to discuss this agenda with their constituents in advance of the Council meeting.

Section 2. The Representative Council shall meet monthly. Special meetings of the Representative Council may be held at the call of the President or upon written request to the Executive Council from five Building Representatives.

Section 3. The Executive Council or the Representative Council may arrange meetings of the general membership as deemed necessary. The Executive Council or the Representative Council shall prepare an agenda for such meetings which shall be circulated to the membership in advance of the general meeting. In case of a general meeting called for negotiations, the Executive Council and the negotiations teams shall prepare and circulate the agenda and information in advance of the meeting.

Section 4. A majority of their members shall be a quorum for the Representative Council and all committees. For general membership meetings, 50 members shall constitute a quorum.

ARTICLE IX Committees

Section 1. Committees are advisory to the Representative Council and the Executive Council. Committee chairs shall be ratified by the Representative Council. In the event of a contested election, an Election Committee will be appointed by the President. In the event of an audit, an Audit Committee will be appointed by the President.

Section 2. The Bargaining Committee.

- a. The Bargaining Committee shall be established a minimum of four months before collective bargaining commences.
- b. The Bargaining Committee shall develop rationale for the Association position on salaries, fringe benefits, and conditions of employment by surveying their members.
- c. The Bargaining Committee shall develop positions on salaries, benefits and conditions of employment, and shall negotiate with the school district board pursuant to all relevant Oregon statutes.
- d. The Bargaining Committee shall act and coordinate actions that will assure maximum member support for the Bargaining Team and shall insure adherence to contract provisions.
- e. The Bargaining Committee shall consist of at least four members appointed by the President, and may consist of at least one from the elementary level, at least one from the middle school level, at least one from the high school level, and at least one Specialist. At the President's discretion, they can choose to be a member of the team.

Section 3. The Labor Management Committee will be appointed by the President and may consist of one elementary member, one middle school member, one high school member, and one Specialist. The purpose of the committee is to attempt to resolve issues at the lowest level.

Section 4. The Executive Council may appoint other committees and task forces as needed. For example, Insurance Committee, Evaluation Committee, etc.

Section 5. Committees that represent GPEA need to report to the GPEA representative council; if not in person, then by submitting minutes to the President.

ARTICLE X Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order which the Association may adopt.

ARTICLE XI Amendment of Bylaws

These Bylaws may be amended by completing both of the following steps:
Majority vote of the Executive Council.
Majority vote of the Representative Council.

ARTICLE XII Stipends

The following stipends shall be paid on an annual basis.

Past President, \$599.00
President, \$4,000.00 - This stipend will be split if there are Co-Presidents
Vice President, \$1,000.00
Secretary, \$599.00
Treasurer \$599.00
Elementary Advocacy Chair, \$599.00
Secondary Advocacy Chair, \$599.00
Communications Chair, \$599.00
Organizing Chair, \$500.00
Bargaining Chair, \$1500.00
Bargaining team members, \$750 per bargaining session.
Admin Surveys - Two compensated days or \$400.00
Membership Tasks - \$25 per hour to a maximum of \$600.00

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