

BY-LAWS OF THE KENT EDUCATION ASSOCIATION

Article I Membership and Dues

Section 1 Membership dues shall be 0.00975 of the Step Zero (0), BA + 0 cell of the Total teachers' salary schedule of the previous year, payable to the Association with the annual dues of the WEA and NEA. There shall be no exception to the unified membership plan.

Section 2 Guest teacher dues shall be one-third (1/3) of the annual KEA dues, payable to the Association with the annual dues for associate/substitute membership in the WEA and the NEA. There shall be no exception to the unified membership plan.

Section 3 If errors in membership dues payment occur, the Association shall reimburse overpaid dues to the member for up to two (2) years (the current school year and one year immediately preceding).

Section 4

- A. Membership shall be in effect:
 - a. Continuously for members on automatic payroll authorization or
 - b. Upon payment of yearly dues by September 30th.
- B. Guest Teacher memberships shall be in effect upon payment of annual dues to the Association.

Article II Elections

Section 1 Nominations for officers and delegates shall be opened at a Representative Council meeting at least thirty (30) days prior to an election by the general membership and shall remain open for fifteen (15) days. Any member may make a nomination during the open period.

Section 2

- A. Elections of officers and delegates shall be held prior to May 1.
- B. Elections of delegates shall be in accordance with WEA and NEA election timelines for the respective Representative Assemblies.
- C. Elections by the general membership shall be by secret ballot. Voting shall be by ballots distributed in a manner prescribed by the Elections Committee and approved by the Representative Council.

Section 3 Vacancies in elective office, except the office of President, shall be filled according to the procedure for election by the general membership except that the special election be held within thirty (30) school days of the vacancy.

Article III Executive Board

Section 1 The Executive Board shall be responsible for the management of the Association, approve all expenditures, carry out policies established by the Representative Council, report its transactions and those of the Council to the members, and suggest policies for consideration by the Council.

Section 2 The Executive Board shall develop workshops and training conferences for all representatives.

Section 3

- A. Executive Board members elected by the Representative Council shall be elected for a two (2) year term and shall take office at the same time as Association officers.
- B. Vacancies in these positions shall be filled within two (2) meetings of the Representative Council.
- C. Members of the Executive Board may be recalled by a two-thirds (2/3) vote of the Representative Council.

Section 4

- A. The President may invite up to three (3) non-voting members to attend the executive board meetings as needed for subject specific issues.
- B. Other non-voting specialized positions may be appointed by and serve at the pleasure of the President.

Article IV Representative Council

Section 1 Copies of the minutes of each Council meeting shall be provided upon request to each building representative to be made available to members.

Section 2 A parliamentarian shall be appointed by the President. The parliamentary authority for the KEA shall be in accordance with the practices of the Washington Education Association.

Article V Delegates

- Section 1 The Representative Council or its designee shall provide uniform rules and procedures to insure that delegates and successor delegates are selected in compliance with the Constitution and Bylaws of the WEA and the NEA.
- Section 2 The WEA Representative Assembly delegation shall include the President, Vice-President, Secretary-Treasurer, and at-large delegate positions.
- Section 3 The NEA Representative Assembly delegation shall include the President, Vice-President, Secretary-Treasurer, and at-large delegate positions.

Article VI Building or Unit Representatives

- Section 1
- A. Building or Unit Representatives shall be elected for two (2) year terms in May on a ratio of one (1) for every twenty-five (25) members or major fraction thereof except that each school shall have at least one (1) representative. For only the purpose of counting the number of members in a building, a unit, or special interest group, each member shall be counted at the same rate (one-third (1/3), one-half (1/2), or full) as the member pays annual KEA dues.
 - B. Each building or unit may elect one (1) alternate representative who will be a full voting member of the Representative Council in the absence of the regular representative.
 - C. Members who travel from building to building, serve in more than one (1) building, or who are not assigned to a specific building, may select the building in which they will be represented.
 - D. Members other than classroom teachers may elect to be represented by a special interest group rather than the building. Anyone who does not spend at least half (1/2)-time in one (1) school building may choose to be represented by a special interest group. Special interest groups must have at least thirteen (13) members. Such choices must be certified in writing to the President at the time the representatives are elected.
 - E. As new buildings or units are added, the terms of the representatives for these additions shall be such that approximately one-half (1/2) of the total number of building representatives shall be elected annually.
- Section 2 Any Building or Unit Representative may be recalled by a two-thirds (2/3) vote of the electing body.

Article VII Commissions

Section 1 The following commissions have been established:

- A. Bargaining Commission: The purpose of the Bargaining Commission shall be to conduct and supervise all collective bargaining for the Association as directed by the Representative Council.

- B. Grievance Commission: The purpose of the Grievance Commission shall be to:
 - a. Assist members of the Association in obtaining the full protection of the Collective Bargaining Agreement through the grievance procedure.
 - b. Develop and maintain a program for training building grievance representatives.
 - c. Follow due process procedures in making recommendations on grievances considered for arbitration.
 - d. Consider grievances, the nature of which must be in writing, and to hold informal meetings with the grievant.
 - e. Submit a written report to the KEA Executive Board with recommendations on action to be taken.

Section 2 Commission Members

- A. The Bargaining Commission shall consist of nine (9) members with no more than five (5) elementary teachers and no more than five (5) secondary teachers serving on the commission at the same time.

- B. Members of all other commissions shall consist of seven (7) members with no more than four (4) elementary teachers and no more than four (4) secondary teachers serving on the commission at the same time.

- C. All commission members shall represent the entire membership. Commissions shall meet at the request of the President, commission chairperson, or a majority of the commission members.

- D. Commission members shall be appointed by the President and approved by the Representative Council and shall assume office in September. All terms shall be for three (3) years, with one-third (1/3) of the commission membership changing each year. Any commission member absent for more than two (2) consecutive meetings without notifying the chairperson will be dropped and the position filled according to vacancy procedures.

- E. Vacancies in commissions shall be filled by appointment by the President and approved by the Representative Council at the first Council meeting following the creation of the vacancy, and new members take office immediately.

- F. Commission chairpersons shall be appointed by the President.

Article VIII Committees

Section 1 Committees shall be appointed as needed. Committees shall include, but not be limited to: Constitution and Bylaws, Elections, Legislative, Member Services, Nominations, Public Relations and Publications, and Recognition. Committee chairpersons shall be appointed by the President.

Article IX Quorum

Section 1 A quorum of a general meeting shall consist of one-fifth (1/5) of the members or the members present if forty-eight (48) hours written notification of the agenda has been given to the membership.

Section 2 A quorum of the Representative Council or any committee shall consist of a majority of its members.

Article X Amendments

Section 1 Amendments to these bylaws shall be adopted by a majority of the voting members of the Association. Amendments shall be proposed by a vote of the Representative Council or by petition of five (5) percent of the general membership. The petition for amendment must be acted upon by the membership within thirty (30) school days of submission.

Section 2 The Representative Council is authorized to make the following non-substantive housekeeping changes in these bylaws:

- A. Change grammar or syntax that improves readability without altering meaning or intent.
- B. Rename Article titles when appropriate.
- C. Renumber Articles or Sections when appropriate.
- D. Delete language rendered obsolete by amendment.

Adopted March 20, 1969.

Amended April 23, 1970; October 27, 1970; March 24, 1972; May 24, 1972; May 30, 1973; May 21, 1974; March 10, 1975; March 5, 1976; May 23, 1977; January 30, 1978; February 23, 1978; February 1, 1980; January 19, 1983; April 15, 1985; March 6, 1987; March 4, 1988; March 4, 1992; February 19, 1994; May 21, 2008; October 13, 2011; and April 3, 2019.