

By-Laws of the Bloomington Education Association

Ratified: 1976

Amended: 2007

Amended: 2013

Article 1

Name

The name of this organization shall be Bloomington Education Association, hereinafter referred to as BEA. The BEA is chartered with the Illinois Education Association and the National Education Association.

Article II

Object

Section 1- To encourage the finest possible educational experiences for the students and teachers in the Bloomington Public Schools.

Section 2- To promote among the certified personnel a continuation of a genuine spirit of professional ethics and professional growth.

Section 3- To work cooperatively with the Administration and Board of Education in the resolution of school issues.

Section 4- To help secure and maintain adequate salaries, tenure, sound retirement systems, health insurance, and such other improvements in conditions as will enable certified personnel to function properly as vital factors in educational progress.

Section 5- To encourage active cooperation among school faculties.

Section 6- To cooperate with parent-teacher organizations and civic bodies which have educational objectives.

Section 7- To help interpret to the public problems, functions, and progress of the Bloomington Public Schools.

Section 8- To encourage a working relationship based on integrity among the administrators and members of the Board of Education and the faculty of Bloomington Public Schools.

Section 9- To help secure information and keep certified personnel informed on educational methods, materials, research, and legislation.

Section 10- The BEA may acquire, hold, use, mortgage, pledge, exchange, sell, and transfer real and personal property of any kind in furtherance of the foregoing purposes. The BEA will be in sole control of any and all properties acquired by the BEA.

Section 11- The duration of the Association and / or its affiliation to IEA/NEA is perpetual unless terminated pursuant to Article IX herein.

Article III
Membership

Section 1- Professional membership shall be open, upon payment of dues, to any certificated person under contract to the Bloomington School District regardless of the educational position held.

A professional member shall have full membership services and privileges in the BEA including voting, holding office, serving on committees and commissions; serving as a delegate in any Association-related organization; participating in fringe benefits provided by the Association and related enterprises; and such other rights and privileges as are conferred through Association governance.

Section 2- There shall be no discrimination in conditions of membership based on race, religion, nationality, age, sex, or sexual orientation.

Section 3- Dues of membership shall be recommended by the Delegate Assembly with the approval of the membership. Such dues for continuing membership shall be effective from the beginning of one school year to the beginning of the next. Yearly membership begins at the time of a signed commitment and runs until the beginning of the next school year.

Section 4- The Delegate Assembly may cancel the membership of any member for nonpayment of dues, and may reinstate a member who has previously been suspended or expelled from BEA. If requested by the member in question, a hearing may be held at the next regular Delegate Assembly meeting during a closed session. The final disposition is governed by the Delegate Assembly.

Section 5- Meetings of the membership shall be held at least one (1) time during the year. Additional meetings of the membership may be called by the President, three members of the Executive Committee, a majority of the Delegate Assembly, or thirty percent (30%) of the membership.

Section 6- Each building shall have one delegate in the Delegate Assembly or one for each fifteen (15) members or fraction thereof.

Article IV

Elections

Section 1- Unless otherwise provided herein, the adoption of all resolutions in the Executive Committee, the Delegate Assembly, and the membership meetings shall be by majority vote of those voting.

Section 2- Absentee voting by written ballot shall be permitted only with respect to the removal or election of officers. The absentee vote shall be counted as if such voter were present at the meeting of the membership. Absentee voting shall not be permitted for run-offs, the amendment of the by-laws, acceptance or rejection of contractual agreements with the Board of Education, and the dissolution of this organization.

Section 3- The President, Vice President, Treasurer, Membership Chairperson, and Negotiating Committee shall be elected.

Section 4- Each Building Delegate may present a list of nominees for the offices of this Association to the Secretary of the Association for consideration.

Section 5- The Association shall strive to have a minimum of two nominees for each of the offices to be elected with space provided on the ballot for write-in candidates.

Section 6- Building delegates shall conduct the election of officers. The ballots shall be returned to the Secretary of the Association by 7:00 p.m. on the school day following the elections.

Section 7- Each member in good standing in the Association shall be entitled to vote in elections.

Article V

Officers and Executive Committee

Section 1- The officers of the BEA shall consist of a President, a Vice President, a Secretary, a Treasurer, and a Membership Chairperson.

Section 2- There shall be an Executive Committee consisting of the elected officers, elected negotiators, and the chairpersons of standing committees.

Section 3- The Executive Committee shall meet during the calendar school year at a time and location designated by the President or at the call of one-third (1/3) of the members of the Executive Committee.

Section 4- The Executive Committee advises the President in matters to be presented to the Delegate Assembly.

Section 5- The Executive Committee shall have the power to act on all urgent business between meetings of the Delegate Assembly. It shall have the power to give advance approval to non-budgeted items.

Section 6- The Executive Committee shall be responsible for the management of the Association, carry out policies established by the Delegate Assembly, report its actions to the Assembly, and suggest policies and items for consideration by the Assembly.

Section 7- All officers shall take office by January 31 following their elections and shall serve for one year or until the officer's death, written resignation to the Executive Committee, removal, or until their successors are elected.

Section 8- If a vacancy occurs in any elected position, the vacancy shall be filled by appointment by the Delegate Assembly.

Section 9- Whenever a majority of the Executive Committee shall agree that a person in an elective position has been grossly negligent of the duties defined in the bylaws or is incapacitated, they shall recommend to the general membership that the office be declared vacant.

If requested by the person in question, a hearing shall be held at the next regular Delegate Assembly meeting during a closed session. If the majority of the Delegate Assembly concurs with the Executive Committee then a general membership vote shall be held.

If the membership so votes by a two-thirds (2/3) majority of those voting, the person in an elective position shall be removed.

Section 10- The Association shall indemnify and hold harmless its members in elective positions to the limit of the law for any losses or liability suffered by them in acting in good faith or in relying in good faith upon the books and records of the Association.

Section 11- The President shall be the chief executive officer with the power and the duty to enforce the contract between the BEA and the Board of Education, the constitution and bylaws, carry out Association policies in the interim between Executive Committee meetings, sign contracts and agreements, represent the Association before the public either personally or through delegates, appoint and remove members of all appointed committees, serve as ex-officio member without a vote on all committees and preside over meetings of the Executive

Committee, the Delegate Assembly, and the general membership. The President shall also nominate delegates to the Regional Council. Further, the president shall have the power and duty to perform all acts generally associated with the nature of the office which are not inconsistent with the constitution and bylaws.

The President, with the approval of the Executive Committee, shall have the power to set the date and place of any regular meeting of the BEA. Should additional meetings be called as set forth by Article IV of the constitution, the time and place shall be set by those who call the meeting.

Section 12- The Vice President of the BEA shall assume all duties of the President in the absence of the President, shall be responsible for communication with standing committee chairpersons, and shall assume all duties assigned by the President.

Section 13- The Secretary shall keep a careful and authentic record of the minutes of meetings of the Executive Committee, the Delegate Assembly, and the general membership. The Secretary shall distribute copies of the minutes of the Delegate Assembly meeting to the delegates as soon as practicable. The Secretary shall prepare a roll call of members and call it when necessary.

Section 14- The Treasurer shall be responsible for the collection of all dues, shall have charge of all funds of the BEA, shall deposit them at least monthly in the bank in the name of the BEA, shall disburse them as authorized by the President and / or the Delegate Assembly, assist in drafting the annual budget, and exercise such other powers and duties as may be assigned by the President. The report of the Treasurer shall be given at each regular meeting of the Executive Committee, the Delegate Assembly, and at general membership meetings for the period of time since the last report given to that body. The Treasurer shall sign all vouchers and no money will be disbursed without signed vouchers. The Treasurer shall be bonded in an amount commensurate with the officer's financial responsibilities.

Section 15- The Membership Chairperson shall promote and conduct the membership drive in cooperation with the Building Delegates throughout the school year and maintain a membership list. In cooperation with the Treasurer, the Membership Chairperson shall maintain membership records and coordinate with IEA/NEA.

Article VI
Delegate Assembly

Section 1- The Delegate Assembly is the legislative and policy-making arm of the Association. The Association President is its presiding officer.

Section 2- The Delegate Assembly shall consist of the Building Delegates and the Executive Committee, with each member of the Assembly present at a meeting having one vote in voting matters.

Section 3- The membership of each building shall elect the Building Delegates to which they are entitled. Both the present and past delegates shall attend the January meeting.

Section 4- A special election of the building membership shall be called to fill vacancies that arise.

Section 5- A majority vote of the Building Membership shall be sufficient to recall a Building Delegate after a petition bearing the signatures of thirty percent (30%) of the Building's Association membership has called for such an election.

Section 6- The Delegate Assembly shall direct and advise the President, recommend special assessments, approve appointments made by the President, approve the budget, and may give advance approval to those non-budgeted items not already approved by the Executive Committee. It shall act on reports of committees, pass resolutions and policy statements, and shall adopt procedures to be followed in censuring, suspending, and expelling members for just cause, or reinstating members. It may adopt rules governing the operation of the Association and its members. Any powers of members not reserved to them shall be vested in the Delegate Assembly.

Section 7- The Delegate Assembly shall meet at least once a month during the school year. Special meetings for a specific purpose may be held at the call of the president with the approval of the Executive Committee or upon written request of one-fourth (1/4) of the members of the Delegate Assembly.

Section 8- A quorum shall consist of at least twenty percent (20%) of the members for the Association meetings, a majority of buildings represented by delegates for Delegate Assembly meetings, a majority of the members of a committee for committee meetings, and two-thirds (2/3) majority of the Negotiations Committee.

Section 9- The duties of the Building Delegate shall be to serve as a member of the Delegate Assembly, enroll members in the local, State, and National Education Associations and conduct elections and handle Association business within their schools. The Building Delegate shall be elected for a one year term.

Article VII Amendments

Section 1- An amendment to these bylaws may be introduced in writing at any regular meeting of the Delegate Assembly, to be acted upon at a regular meeting of the Assembly not later than two subsequent meetings.

Section 2- The proposed amendment shall be sent to each member of the Association not less than ten (10) days prior to the next regular meeting of the Delegate Assembly. Two-thirds (2/3) majority of the Delegate Assembly voting is required for amendment adoption.

Article VIII Committees

Section 1- Committees may be established on an ad hoc basis by the Executive Committee. The President shall appoint members to standing and ad hoc committees. Each committee shall be proportionately represented by a cross-section of all faculties as nearly as possible.

Section 2- There will be the following standing committees: Negotiations, Grievance, and Insurance.

Section 3- The Grievance Committee will consist of five members. The intent will be to represent the following categories of teachers: Senior High, Junior High, Elementary classroom, Elementary specialist, and Special Education personnel.

The President will appoint members to a one year term on the Grievance Committee with the approval of the Delegate Assembly. Members of the Grievance Committee shall select a chairperson. At least one member of the immediate past collective bargaining committee will be an ex-officio member.

The chairperson or designated member of the committee will:

- a. Serve as the spokesperson for the committee.
- b. Call meetings of the committee as needed.
- c. Make regular reports to the Delegate Assembly.
- d. Maintain records of grievances and their disposition.
- e. Make grievance forms available to Association Representatives for the bargaining unit member's use.

All grievances must be routed through the Grievance Committee. Committee proceedings require a quorum (3) for business to be conducted. The Delegate Assembly will have input before any grievance is filed for Step 4-arbitration.

Bargaining unit members will retain their right to file grievances as an individual.

Section 4- There shall be an elected Negotiations Committee composed of six members: two from the elementary school faculty, two from the junior high faculty, and two from the high school faculty. The members representing the various faculties of the committee shall be nominated from each faculty and elected by that faculty. Each faculty shall nominate at least two members. The members shall serve for a term of two years with the term of one elementary, one junior high, and one senior high faculty member expiring each year. Elected negotiators may not simultaneously hold a voting position in the Delegate Assembly. This committee shall determine the procedure of negotiating, negotiate the terms of the master contract with the Board of Education and / or its representative, and present the final negotiated master contract to the membership for its approval. The committee is also responsible for mid-term dialogue regarding the BEA-Board Agreement. Negotiators will maintain communication with the Delegate Assembly.

Section 5- The District 87 Insurance Committee shall consist of seven members, four of which shall be chosen by BEA. The President will appoint the four BEA members to a term of one year with the approval of the Delegate Assembly. The intent will be represent the following categories of teachers: Senior High, Junior High, Elementary classroom, single coverage member, dependent coverage member and family coverage member. The Insurance Committee shall be specifically responsible for:

- a. employee education regarding health insurance issues;
- b. adjustments in existing components of the health plan if any are necessary in the opinion of the insurance committee;
- c. monitoring investment of Trust monies and suggesting any changes in current trusteeship;
- d. providing recommendations regarding the use and selection of the Plan Administrator;
- e. providing recommendations regarding the selection of the PPO provider(s), and
- f. utilizing current or new data to monitor the Plan's operation.

The Insurance committee shall meet as necessary, but no less than quarterly during the regular school year to fulfill its responsibilities. Such meetings may be scheduled during the workday and bargaining unit members shall be released to attend.

Section 6- Records from discontinued committees shall be submitted to the President before the end of the school year.

Article IX

Dissolution of Organization or Disaffiliation with IEA/NEA

Section 1- Twenty percent (20%) of the members may propose dissolution or disaffiliation by submitting the proposal in writing to the Secretary at least thirty (30) days prior to the time at which said members wish the proposal to be voted upon by the general membership.

Section 2- A two-thirds (2/3) majority of those voting is required for the dissolution of the organization. Voting shall be by written ballot conducted by the Nominating and Election Committee.

Section 3- In the event of dissolution, the Executive Committee shall, as soon as practicable, settle the affairs of this organization and distribute all assets remaining after full payments to creditors, to an organization or organizations at that time exempt from taxation under Section 501(c) of the Internal Revenue Code, as amended.

Article X

Rules of Order

The authority on all questions of procedure not stated in the by-laws shall be found in *Robert's Rules of Order*, Revised.

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