

**MINISINK VALLEY TEACHERS' ASSOCIATION  
CONSTITUTION**

**I. NAME**

This organization shall be known as the Minisink Valley Teachers' Association.

**II. PURPOSES**

The purpose of this organization shall be:

1. To advance the standards of its members' profession;
2. To secure the conditions necessary to provide the greatest rewards for its members in their work environment;
3. To promote the participation of its members in the operational decisions affecting their employment;
4. To promote the welfare and well-being of its members;
5. To promote mutual assistance and cooperation with other organizations with which it is associated;
6. To promote the aims and objectives of the New York State United Teachers' and its national affiliates;
7. To expose and fight all forms of racism and discrimination;
8. To promote the unity and strength of its members.

**III. AFFILIATIONS**

This organization shall affiliate with the New York United Teachers' and its national affiliates.

**IV. MEMBERSHIP**

There shall be the following membership categories: Active and Special.

1. **ACTIVE:** Active membership in this organization shall be open to any teacher, except the Superintendent, Assistant Superintendents, Director of Special Education, Principals, and Assistant Principals, who are employed by the Minisink Valley Central School District.

2. **SPECIAL:** Special membership in this organization shall be open to teachers who have retired and were members of the Minisink Valley Teachers' Association while employed by the Minisink Valley Central School District.

3. Membership shall be obtained only through the payment of all required dues.

**V. DUES**

Membership dues will be proposed by the Executive Committee and approved by a majority vote of the general membership after reasonable notice of the intention to vote on such questions, or by a majority vote of the members in a membership referendum.

**VI. ASSOCIATION OFFICERS**

1. The officers of the Minisink Valley Teachers' Association shall be a President, Vice-President, Secretary (Recording and Corresponding), and Treasurer.
2. Duties of the President: The President shall
  - a. be Chief Executive Officer of the Minisink Valley Teachers' Association.
  - b. administer all affairs and execute policies of the organization.
  - c. preside at all meetings of the Executive Committee and the general membership.
  - d. represent the organization with all external groups.
  - e. appoint and establish the function of all committees with the approval of a majority of the Executive Committee.
  - f. call regular and special meetings of the Executive Committee and the general membership.
  - g. fulfill such other duties as the office requires and as are consistent with this Constitution.
  - h. be a representative at the NYSUT Representative Assembly and national governance bodies.
3. Duties of the Vice-President: In the President's absence, the Vice-President shall assume the duties and responsibilities of the President and shall perform such other duties as the President may designate.

4. Duties of the Secretaries and Treasurers: The Secretaries and Treasurers shall perform those duties usual to those offices and such other duties as may be required by the President and the Executive Committee.

- a. Secretary: shall keep all records, minutes of meetings, election reports and ballots and committee and officer reports.
  - b. Treasurer: shall prepare budgets, financial statements, facilitate annual audit or financial review required by the AFT constitution and policy.
5. Nominations:
- a. Each active member shall be given reasonable opportunity to nominate candidates for office.
  - b. Notice of the offices to be filled, the right to make nominations, and the time, place, and proper form for submission of nomination will be published in a newsletter and be prominently posted in each work site.
  - c. Nomination procedures shall be determined by the Executive Committee and shall be in compliance with the requirements of the Landrum-Griffin Act.
  - d. Any active member in good standing is eligible for nomination for office.

6. Elections:

- a. Notice announcing the time and place of elections shall be emailed to each active members', in good standing, last known email address at least fifteen (15) days prior to election. In addition such notice shall be posted prominently in each work site, posted in the MVTA newsletter, and posted on the MVTA website.
- b. Elections shall be by secret ballot.
- c. The results of the election shall be posted prominently in each work site as soon as the results are determined.
- d. The Secretary shall preserve all election records, including ballots, for a period of one (1) year.

7. Terms of Office:

- a. Duly elected officers shall serve a two (2) years term commencing July 1.
- b. Each officer shall remain in office until his/her successor assumes office.

8. Vacancies:

- a. If the office of the President become vacant, the Vice-President shall Assume the office of the President.
- b. If any other office becomes vacant, it shall be filled by election by the Executive Committee until the next general membership election is held.

9. Officers' Honorariums: The Association shall award honorariums to the positions of President, Vice-President, Treasurer, Recording Secretary, Unit Representatives, and negotiators as determined by the Executive Committee.

## **VII. EXECUTIVE COMMITTEE**

1. The Executive Committee shall be composed of the duly elected officers, unit representatives, members of the building committees, and the immediate Past President.
  - a. The immediate Past President, continuing to be an active member in good standing, shall serve as a member without a vote for two years after his/her presidency.
2. Duties: The Executive Committee shall
  - a. approve an annual budget.
  - b. act upon expenditure as may be required.
  - c. act on policy matter for the organization between the meetings of the general membership.
  - d. make policy recommendations to the membership for their consideration.
3. The Executive Committee shall meet at least monthly. Special meetings may be called by the President or by petition of a majority of the Executive Committee.

## **VIII. STANDING COMMITTEES**

1. Subject to nomination by the President and the approval of a majority of the Executive Committee, there shall be chairpersons of the following standing committees (see VI., 2., a.)
  - a. Negotiations
  - b. Grievance
  - c. Legislative/Political Action
  - d. Social
2. Each building unit will be entitled to at least one (1) Representative on each of the standing committees.
3. Negotiation Committee:
  - a. The Negotiation Committee shall consist of four members. One from each of the following areas, High School, Middle School, Intermediate/Elementary School, and Otisville Elementary School.

- b. All negotiators shall be elected by a simple majority of the entire membership.
- c. In the event that one or more of the areas listed in section "a" above are unable to fill in a position, any remaining position(s) can be filled by any member of the association.

#### **IX. REPRESENTATIVES TO REPRESENTATIVE ASSEMBLY**

1. The president of the association shall be one of the Representatives to the NYSUT Representative Assembly and national governance bodies.
2. All other Representatives to the NYSUT Representative Assembly and national governance bodies shall be elected by secret ballot in a manner consistent with the Constitution and By-laws of the appropriate state and national organizations and with the Landrum-Griffin Act.

#### **X. GENERAL MEMBERSHIP MEETINGS**

1. Meetings of the general membership may be called by the President, by a majority of the Executive Committee, or by petition of ten (10) percent of the active membership. Membership meetings shall be held no less than two (2) times per year.
2. A quorum at a general membership meeting shall consist of those members present at the meeting.

#### **XI. RATIFICATION OF CONTRACT**

1. Reasonable notice shall be given prior to the presentation of a proposed contract. New contractual language, additions and/or deletions must be made available to the membership in writing at the presentation.
2. At the presentation meeting, the date, time, and place of the ratification vote shall be determined by the membership present.
3. Voting will be done by secret ballot with members required to initial a membership list before casting their ballot. The Unit Representatives and/or designee shall monitor the voting and tally the ballots.
4. Ratification of the contract shall require [~~a~~] two-thirds [~~vote~~] of the votes cast. [~~total active membership of record at that time.~~]
5. The President shall be responsible for tallying the final vote totals from the respective units. No information will be released until the polls are closed and the final tally has been determined.

#### **XII. AMENDMENTS**

1. An amendment to this constitution may be proposed by:
  - a. a majority of the Executive Committee.
  - b. no fewer than ten (10) percent of the active membership.
2. A proposed amendment must be posted in a conspicuous place in each work site and/or distributed in writing to each member at least five (5) days prior to the ratification vote.
3. An amendment shall be ratified by [~~a two-thirds vote of the active membership of record at that time.~~] two-thirds of the votes cast. Voting shall be done by secret ballot.

#### **XIII. PROTECTION OF RIGHTS OF MEMBERS**

1. Every active member in good standing of the association shall have equal rights and privileges to nominate candidates to hold office, to vote in elections or referendums, to attend membership meetings, and to participate in deliberations and voting upon the business of the association.
2. No member may be fined, suspended, expelled, or otherwise disciplined (except for non-payment of dues) by this association unless such member has been served with specific written charges and given a reasonable time to prepare a defense and afforded a full and fair hearing.
3. This association shall show no discrimination toward any individual or group of individuals on the basis of sex, creed, color, race, national origin, or political activities and beliefs.

#### **XIV. PARLIAMENTARY AUTHORITY**

Meetings of all duly constituted bodies of this association shall be governed by Roberts' Rules of Order, Newly Revised, except as otherwise provided in the association's Constitution.

Revised \_\_\_\_\_ 2008.