

MARTHA'S VINEYARD EDUCATORS ASSOCIATION BYLAWS  
Revised SPRING, 2009

ARTICLE I

Name of Association

The name of the Association shall be the Martha's Vineyard Educators Association hereinafter referred to as "the Association."

ARTICLE II

Objectives

We, the members of this Association, in order to fulfill our responsibilities to society and to our profession do hereby accept the following:

Section 1 General Objectives:

- A. To maintain and improve the quality of education for all.
- B. To uphold high professional standards and to advance the socioeconomic well-being of educators.

Section 2 Specific Objectives:

The Executive Board is authorized and directed to establish specific objectives within the framework of the general objectives in Section 1 above. These specific objectives shall be reviewed annually, revised if necessary, and published.

ARTICLE III

Membership

Section 1 Active members are those:

- A. (1) Who are engaged in work of a professional nature in the field of education AND  
(2) Who hold membership in the local affiliated association AND  
(3) Who, as new applicants for membership, hold a baccalaureate degree or higher and a certificate of eligibility to hold same from a proper certifying authority, where required, or are qualified or certified as teachers by the Division of Vocational Education in the Massachusetts Department of Education OR
- B. Who are other employees of school committees or other governing boards of educational institutions. Such membership is available

to them, but limited to paraprofessionals, nurses, secretaries (instructional), and secretaries (office), custodians, and food service employees.

- Section 2. Active members of the Association shall also be members of the Massachusetts Teachers Association and the National Education Association.
- Section 3. Active membership shall be continuous until the member leaves, resigns from the Association, or fails to pay membership dues.
- Section 4. Associate members are those other persons interested in the advancement of the goals of education who are not eligible for active membership. Application for said membership shall be made in writing.
- Section 5. Retired members are those former or active or associate members who, upon retirement, apply to the Executive Secretary-Treasurer of the MTA.
- Section 6. Honorary membership may be conferred by a two-thirds vote of a general meeting of the membership.
- Section 7. The Association shall guarantee that no member may be censured, suspended, or expelled without a due process hearing with the Executive Board.
- Section 8. Only active members as defined in Sections 1 and 2 of this Article III shall have the privilege of voting and holding office in the Association.
- Section 9. The membership year shall be from July 1 to June 30. A member joining through a local association may elect to be a continuing member. Membership shall then be continued from year to year until death, retirement, or the member terminates membership with a 60-day notice in writing. The current membership lists will be updated by December 31 of each year.
- Section 10. The President's and Treasurer's membership (local, Massachusetts Teachers Association, and National Education Association) dues shall be paid by the Association.
- Section 11. The Association shall submit annually, prior to July 1, a list of its officers and their addresses as well as a copy of the Bylaws with any changes or amendments made in the preceding year.

ARTICLE IV  
Officers and Building Representatives

Section 1. The officers of the Association shall be the President, Vice President, Secretary, and Treasurer. In the case of Co-Presidents no Vice president is necessary

Section 2 Powers and Duties of Officers:

A. President/Co-Presidents

- (1) The President shall preside over meetings of the general membership.
- (2) He/she shall appoint the Chairpersons and Members of standing committees and special committees.
- (3) He/she shall be Executive Officer of the Association.
- (4) He/she shall perform all other functions usually attributed to this office.

B. Vice President

- (1) The Vice President shall perform the functions usually attributed to that office.
- (2) He/she shall meet regularly with Committee Chairpersons to discuss committee activities.

C. Secretary

- (1) The Secretary shall keep accurate minutes of all meetings of the General Membership.
- (2) He/she shall maintain official files and shall assist the President with Association correspondence.
- (3) Attend Advisory Board Meetings as a nonvoting member for the purpose of taking meeting notes and communicating pertinent information to the membership as requested by the Board.

D. Treasurer

- (1) The Treasurer shall hold the funds of the association and disperse them in accordance with budgeted authorization.
- (2) He/she shall bill the membership for annual dues, collect dues and transmit amounts due the Massachusetts Teachers Association and National Education Association

- (3) He/she shall maintain a role of the members.
- (4) He/she shall keep accurate account of receipts and disbursements and shall report to each meeting of the general membership.
- (5) All disbursements over \$100.00 shall be countersigned by the President of the local association.
- (6) He/she shall prepare an annual financial statement for publication to members
- (7) He/she shall keep the President informed of the financial condition of the association.

Section 3 Building Representatives:

- A. Each school that has members who belong to the Association shall be represented by at least one Building Representative.
- B. Building Representatives shall work with the officers and Committee Chairpersons to address issues raised by members of the Association.
- C. Building Representatives will also be members of the Advisory Board.
- D. Building representatives will assume role of the Professional Rights and Responsibilities.
  - 1) Shall develop Association positions on all matters especially academic freedom, professional and personal leaves, administrative discipline and dismissal, and grievance procedures; shall compile data for the support of such positions in negotiations
  - (2) Shall make recommendations to the President in cases of censure, suspension, or expulsion of members.

Section 4. Terms and Succession:

The officers and Building Representatives shall serve one year and may run for re-election.

Section 5. New officers and Building Representatives shall be installed at the June meeting of each calendar year.

ARTICLE V  
Executive Board

Section 1. The Executive Board shall consist of the Officers, Building Representatives, and a representative of each unit of the Association. It shall be the executive authority of the Association.

The Association shall apply the one-person, one-vote principle for representation on the Executive Board and other governing bodies except that the Association shall take such steps as are legally permissible to reflect the diversity of its membership at large.

Section 2. Powers and Duties of the Executive Board

A. Within policies established by the general membership, the Executive Board shall be responsible for the management of the Association and shall carry out policies of the Association.

B. It shall report its transactions to the general membership and suggest policies for consideration by them.

C. It shall adopt an annual budget for the operation of the Association. It shall have the accounts of the Association audited annually through the annual year-end report to the MTA.

D. It shall establish committees and create policies governing them.

E. Whenever a majority of the Executive Board shall agree that an officer is incapacitated or has been grossly negligent in his/her duties as defined in these Bylaws, it shall recommend immediately to the general membership that the office be declared vacant. If the general membership so votes by two-thirds majority to uphold the recommendation of the Executive Board, it shall immediately elect a replacement to fill the unexpired term.

## ARTICLE VI

### Affiliation

Section 1. No person shall be admitted to or be continued as an active member in the Association who is not also a member of the Massachusetts Teachers Association or the National Education Association.

Section 2. The Association shall submit annually to the Massachusetts Teachers Association:

- A. A list of its officers and their addresses.
- B. The names and addresses of all members on an official enrollment form furnished by the Massachusetts Teachers Association.

## ARTICLE VII

### Nominations and Election of Delegates to Massachusetts Teachers Association Annual Meeting

- Section 1. Any active member is eligible to be a candidate for office or delegate to the Annual Meeting.
- Section 2. The Executive Board shall make recommendations of members to serve as delegates to the Annual Meeting.
- Section 3. Each candidate must be nominated and elected according to regulations set by the Massachusetts Teachers Association. If the number of members interested in attending is equal to the Associations allotment of delegates, an election is not necessary.

## ARTICLE VIII

### Meetings

- Section 1. Executive Board Meetings:  
The Executive Board shall meet at least quarterly during the school year on a schedule determined by the Executive Board. The first meeting of each school year will be held in September. Requests for additional meetings must be made by at least three members of the Executive Board.
- Section 2. General Membership Meetings:  
There shall be at least two general membership meetings each year which shall be determined by the Executive Board. The Executive Board shall prepare a tentative agenda for each meeting and shall circulate it to all members so that the members will have time to discuss it prior to the meeting. Business will be confined to these items.

Section 3. Special Meetings:

Special meetings of the general membership may be held at the call of the Executive Board. Business to come before special meetings must be stated in the call which shall be sent in writing for distribution to each member. Business shall be confined to these items.

Section 4. Quorum. A quorum for general membership meetings shall be 25% of the members and 75% of the Executive Board.

ARTICLE IX

Committees

There shall be the following standing committees having the specific functions outlined below: Negotiating team, Nominations and Elections, and Scholarship.

Section 1. Organization:

A. Each committee will have three members. Every effort will be made to represent different groups of the Association.

B. Each committee, with the approval of the Executive Board, may organize from the membership of the Association special subcommittees and task forces for specific activities.

Section 2. Meetings:

A. Each committee will select a chairperson. The chairperson will attend Executive Board meetings as scheduled by the Executive Board.

B. Each standing committee shall meet regularly according to a calendar developed by the Chairperson. Special meetings may be called by the Chairperson. The chairperson will communicate meeting dates to the Executive Board.

Section 3. Reports:

Each committee shall choose a Secretary who shall record the activities of the committee. The Chairperson shall report to the Executive Board as well as the general membership through the annual meeting any action taken by said committee. He/she shall prepare an

annual written report which the Secretary shall file as part of the records of the Association.

#### Section 4 Titles and Duties:

##### A. Negotiating Team

(1) Shall negotiate with the School Committee on hours, wages and working conditions including the professional development for all personnel in each bargaining unit.

(2) The team may form committees for the purposes of fact finding and conducting opinion surveys which will provide information to facilitate the negotiation process and to reflect the views of the majority of the membership.

(3) Upon reaching tentative agreement on all matters under negotiation, the team shall prepare and submit its report and recommendations to the members at a ratification meeting.

(It is recommended that tenure teachers serve on the Negotiating Team.)

##### B. Nominations and Elections Committee

(1) No officer or Building Representative may serve on this committee.

(2) The Nominations and Elections Committee shall consist of at least three members of the Association.

(3) Members of this Committee shall be appointed by the President with the advice and consent of the Executive Board.

(4) The nominations procedure for candidates seeking elective office shall be determined by the Nominations and Elections Committee.

(5) The Committee shall be responsible for securing candidates for each of the elective offices.

(6) The names of the candidates for elective office together with information about each candidate shall be published no later than two weeks preceding the date of the election.

(7) The Nominations and Elections Committee shall be

responsible for conducting annual elections and for meeting the requirements of special elections.

(8) All elections shall be conducted by secret ballot.

(9) To be elected, a candidate must receive a majority of the votes cast.

(10) All elections must be conducted during the month of May.

C. Scholarship Committee

(1) The Committee shall consist of 3 members, preferably one from each school.

(2) This committee will meet each spring with the purpose of receiving applications and selecting a recipient (s) of the M.V.E.A. Scholarship.

(3) Any change in the total amount awarded to the recipient must be approved by 2/3rds votes of the members present at a meeting of the general membership.

Section 5 Special Committees

Each year the Executive Board may appoint such other special committees as may be necessary and shall discharge them upon completion of their duties. Examples of such committees are included below.

A. Committee on Professional Development and Instructional Services

Shall develop Association positions on all matters affecting instruction such as: governance, teacher recruitment and selection, continuing education, pre-service and in-service education, student teacher programs, staffing practices, evaluation, instruction facilities, and curriculum process. The committee shall initiate study and action and complete data for support of such positions in negotiations.

B. Committee on Human Relations

Shall plan, develop, and promote activities as appropriate to further the civil and human rights of students and staff to establish effective cooperative relationships among staff, between

staff and students, and parents and community organizations.

C. Committee on Public Information

Shall develop public understanding for the purposes and programs of the Association, the values of public education and, in cooperation with the administration, the educational philosophy and programs of the school. It shall develop procedures by which the association can work cooperatively with parents in the public, fraternal, and social organizations through all available channels of communication.

D. Membership Committees

Shall organize and conduct local, state, and national membership enrollment among non-members and inform members of the policies, program, services, and accomplishments of the Association. It further shall develop and conduct year-long programs for the orientation of new teachers to the community, the school system, and the Association

E. Social Affairs Committee

Shall organize such social activities as may serve the needs of members and promote fellowship within the Association.

F. Governmental Relations and Citizenship

(1) Shall have broad concern for local, state, and national legislation affecting the interest of schools, employees, and the Association.

(2) Shall encourage members to exercise their civic and political rights and keep them informed about new legislation.

(3) Shall organize and oversee the work of the following subcommittees:

(a) Local Legislation. It shall be the responsibility of this Committee to study candidates for local offices and work for the election of those candidates who are friends of education.

(b) State Legislation. It shall be the responsibility of this Committee to study pending state legislation and promote activities in support of the desirable legislation.

(c) Federal Legislation. It shall be the responsibility of this Committee to study legislation before the Federal Congress and develop activities in the support desirable legislation.

(d) Citizenship. To educate members on the civic rights and responsibilities of teachers and to develop programs that will encourage civic participation.

## ARTICLE X Rules and Procedures

Section 1 Roberts Rules of Order Revised shall be the authority of the Association

Section 2. The President shall appoint a parliamentarian who shall attend all general membership meetings of the Association.

Section 3. The business year shall conclude with the membership year (July 1-June 30)

## ARTICLE XI The Amendment Process

These Bylaws may be amended by a two-thirds (2/3) vote of the members present and voting at any regular meeting of the Association provided that copies of the proposed amendments have been sent to all members of the Association at least two calendar weeks in advance of the General Membership Meeting.

## ARTICLE XII The Service Fees

All non-members of this Association shall be assessed a local agency service fee (based on local dues) as prescribed by Law House Bill 4658 as amended by Chapter 463, 1970. The amount of this fee shall be approved by a 2/3 vote of the active membership.