



Professional Educators of Tuscaloosa

Constitution

&

Bylaws



Professional Educators of Tuscaloosa Constitution

ARTICLE I. NAME

The name of this organization shall be the Professional Educators of Tuscaloosa. It may be referred to by name or as PET.

ARTICLE II. PURPOSE

Section 1. The purpose of the Professional Educators of Tuscaloosa shall be to enable members to speak with a common voice on matters pertaining to the teaching profession and the quality of education provided to students, and to present their individual and collective interest before the Board of Education and other governing bodies.

ARTICLE III. MEMBERSHIP

Section 1. Membership shall be extended to all certified persons employed by, or on limited leave of absence from the Tuscaloosa City Board of Education. Membership shall be limited to persons who support the principles and goals of the association; maintain membership in the Alabama Education and the National Education Association; and upon timely payment of association dues.

Section 2. No member of the Professional Educators of Tuscaloosa shall be censured, suspended, or expelled without due process of hearing, which shall include an appropriate procedure.

Section 3. The membership year shall be from the date of enrollment, through such time that the member is no longer employed with the Tuscaloosa City Schools and/or dues become delinquent.

ARTICLE IV. OFFICERS: DUTIES AND TERMS

- Section 1. The officers of Professional Educators of Tuscaloosa shall consist of a President, Vice President-President Elect, the immediate Past President, a Secretary, and a Treasurer. A Parliamentarian shall be appointed as an Ex officio Officer by the President, subject to the approval of the Executive Board. The officers shall serve a two-year term.
- Section 2. The officers shall serve for a two-year term beginning July 15, or in the case of a vacancy of the office of President, the Vice President-President Elect or individual next in succession for the position of President, shall assume the office immediately.
- Section 3. The president shall preside over meetings of the Association, Representative Assembly, and Executive Board; appoint all chairpersons and members of committees with approval from the Executive Board and Representative Assembly; serve as ex officio member without the vote on all committees. The President or his/her designee shall represent the Association as spokesperson on matters of policy and attend all meetings of the Tuscaloosa City Board of Education.
- Section 4. The Vice President-President Elect shall act for the President when the President is unable to perform the duties of the office; perform other Duties stipulated by the Constitution or assigned by the President; and shall become President at the expiration of the two years or when the Presidency becomes vacant (and shall be entitled to complete the time left as Vice-President - President Elect and his/her full term as President).
- Section 5. The immediate past president shall advise the Executive Board and assist the President upon request for a term of one year.
- Section 6. The Secretary shall keep accurate minutes of all meetings of the Executive Board and general membership meetings; shall maintain official files of the Association; and shall assist the President with Association correspondence.
- Section 7. The Treasurer shall maintain the funds of the Association and disburse them upon authorization of the Executive Board; oversee the collection and transmittal of the Professional Educators of Tuscaloosa dues; maintain a roll of the members; and prepare and present financial statements to the regular meetings of the Association. The Treasurer shall be bonded by the Association.
- Section 8. If any office other than President becomes vacant, the Executive Board shall appoint an acting officer to serve until the next election is held.

ARTICLE V. EXECUTIVE BOARD

- Section 1. Professional Educators of Tuscaloosa shall attempt to have an eleven member Executive Board whose duties shall be to act for the Association between meetings of the general membership. It shall have the sole responsibility for any matter expressly delegated to it by the general membership.
- Section 2. The Executive Board shall consist of the President, Vice President-President Elect, Immediate Past President, Secretary, Treasurer, and attempt to have at least four – six, building representatives.
- Section 3. The Executive Board shall serve a two-year term, beginning July 15, the year of their election.
- Section 4. The actions of the Executive Board shall be subject to review by the Representative Assembly.

ARTICLE VI. ELECTIONS

- Section 1. The Elections Committee shall develop election procedures for approval by the Executive Board. These procedures shall apply the one-person-one-vote principle for representation on all governing bodies. However, the local shall guarantee ethnic-minority membership at the time of the election. In addition, the procedures shall provide for open nominations and voting by secret ballot.
- Section 2. The President shall serve as an AEA and NEA Delegate for the duration of their presidency, as shall be noted on the self-nomination form and secret ballot.
- Section 3. Should the role of President be relinquished prior to the typical 2-year period, due to an unexpected vacancy, the sitting Vice-President shall assume the role of President and serve as an AEA and NEA Delegate for the entirety of the time in which they shall serve in the President's position, as shall be noted on the self-nomination form and secret ballot.
- Section 4. NEA and AEA Delegates, shall serve a period of two consecutive years, as shall be noted on the self-nomination form and secret ballot.
- Section 5. In the event of a pandemic, natural disaster and/or other extenuating circumstances, where no secret ballot and good-faith election can be held, each officer shall maintain their position for an additional period of one year, (except in the event that the individual is no longer employed with the local LEA) until election procedures can be fully resumed, as shall be noted on the self-nomination form and secret ballot.

- Section 6. In the event of a pandemic, natural disaster and/or other extenuating circumstances, where no secret ballot and good-faith election can be held, each NEA/AEA delegate, (except in the event that the individual is no longer employed with the local LEA) shall maintain their position for an additional period of one year, until election procedures can be fully resumed, as shall be noted on the self-nomination form and secret ballot.
- Section 7. In the event that the number of individuals running for office and or NEA/AEA delegate positions meets or falls below the number of position seats available, no election will be held, as all those running for those positions will assume said positions, regardless of election results.

ARTICLE VII. REPRESENTATIVE ASSEMBLY

- Section 1. The legislative and policy-forming body of the Association shall be the Representative Assembly. It shall be composed of a combination of at least nine elected officers, faculty representatives, central office representatives, parliamentarian, and chairperson of each standing committee or one representative per fifteen members or majority fraction from each school faculty or central office staff, elected for a term of one year, by April 1. Faculty representatives shall be elected members within their own school or in the case of the Central Office only members on that staff.
- Section 2. Elected officers, faculty representatives, central office representatives, parliamentarian, and chairperson of each standing committee shall be a designated voting member of the Representative Assembly.
- Section 3. The Representative Assembly shall meet no less than 4 times during the year, when school is in session.
- Section 4. The President, or Vice President-President Elect and/or no less than three additional members shall represent a quorum.
- Section 5. Special meetings of the Representative Assembly may be called in order to represent a majority vote of the Executive Board or Representative Assembly.

ARTICLE VIII. DUES AND EXPENDITURES

- Section 1. The annual dues for active members shall be on a unified basis which includes dues for the Professional Educators of Tuscaloosa, the Alabama Education Association, and the National Education Association.

- Section 2. Annual dues for the Professional Educators of Tuscaloosa shall be determined by the Representative Assembly.
- Section 3. The budget for the Professional Educators of Tuscaloosa shall cover the period from September 1 to August 31 of each year and shall be approved by the Executive Board and Representative Assembly by August 15 of each year.
- Section 4. Changes in the adopted budget may be proposed and approved by the Executive Board or Representative Assembly.

ARTICLE IX. COMMITTEES

- Section 1. There shall be an annual attempt to develop the following standing committees: Membership, Internal Communication, Legislative, Professional Development, Professional Negotiations, Elections, T-Vote, Public Relations, Scholarship and Audit.
- Section 2. The Executive Board and/or Representative Assembly shall have the authority to create addition committees necessary to promote the objectives and interests of the Professional Educators of Tuscaloosa.

ARTICLE X. AMENDMENTS

- Section 1. The Representative Assembly shall adopt amendments to this constitution and bylaws by a two-thirds majority of those voting, at any Representative Assembly and providing that the amendments have been introduced at the proceeding regular meeting of the Representative Assembly, except in the case of a pandemic, natural disaster or other extenuating circumstances.

ARTICLE XI. PARLIAMENTARY AUTHORITY

- Section 1. All questions of parliamentary procedure not specifically covered by this Constitution and Bylaws, shall be governed by ROBERT'S RULES OF ORDER, NEWLY REVISED.