

Bylaws of the United Teachers of South Washington County

Article I: State and National Conventions and Assemblies Elections

Section 1: The UTSWC believes strongly that the organization will benefit most from interaction with the parent constituencies.

Section 2: All elections shall be governed by applicable state and federal laws. The election of state and national delegates will be held in accordance with the timelines and procedures of the state and national organizations.

- A. Each member must receive at least 15 days notice of the procedures and deadlines to file as a candidate for the election, and the date, time, and place of the election.
- B. There must be no unfair and unreasonable impediment to the participation of every member.
- C. Voting must be by secret ballot.
- D. In a contested election, candidates must be allowed to station observers at the polling places.
- E. Representatives of the competing candidates should be allowed to observe but not actually participate in the counting of the ballots.
- F. The used, unused and challenged ballots, the envelopes used to return the ballots and other documents related to the election should be safely stored for one year in case there is a challenge to the election.
- G. No union funds may be used to support any candidate.
- H. The union should comply with reasonable requests to distribute campaign literature at the candidate's expense.
- I. Candidates have the right to inspect the membership list once within 30 days prior to the election. No candidate can have preferential access to the list.
- J. There shall be an open nominations process for all elections.

Section 3: Balloting: Elections shall be by secret ballot. Proxies and absentee balloting shall be allowed. However, if the number of candidates on any ballot in any race is equal to or less than the number of positions to be filled, the candidate shall be declared elected.

Article II: Local Elections

Section 1: Executive Officers: Nominations for Executive office shall be made at the regular February local meeting. Notice shall be provided to each member at least 15 days prior to the meeting that nominations will be in order. No later than the last week in April, ballots will be distributed to all UTSWC members and an at-large, secret ballot, election will be held. A simple plurality of votes cast shall be necessary to elect a nominee to office. Executive officers terms will expire on June 30.

Section 2: Building Representatives: The UTSWC members in each respective building will elect their building representative no later than the last week in May. In the event that no one is elected, the UTSWC President may appoint Building Representatives. If an election is needed a secret ballot vote will be conducted at the site.

Section 3: Contract Ratification: A simple plurality of votes cast by UTSWC members shall be

necessary to ratify a tentative agreement. The UTSWC President, in consultation with the Negotiation chair or co-chairs, will determine the day(s), time(s), and format (electronic or in-person) of the vote. If the format is an electronic vote, two consecutive days for voting will be required.

Section 4: Local Issues: The UTSWC Executive Board may decide when to use input from outside of the UTSWC Membership on local issues.

Section 5: Local elections for officer positions and delegates to conventions are subject to the governance outlined in Article I, Sections 2 (A through J) and 3 of these bylaws.

Article III: Strike Vote Procedures

Upon determination of a strike situation, the President of the UTSWC shall call an emergency meeting of the Executive Board. UTSWC Building Representatives may also be required to attend.

At that time, the Executive Board shall determine by majority vote if they feel a strike vote is in order. If the Executive Board determines a strike condition to exist, the following procedures shall be adhered to for a strike vote.

- ◆ Balloting to take place at a location and hours designated by the President.
- ◆ Only full UTSWC members are eligible to vote.
- ◆ An election committee of six to eight (6-8) people appointed by the UTSWC President will handout ballots and count them.
- ◆ 75% of the votes cast must be in favor of a strike for the teachers to go on strike.
- ◆ In the event of an affirmative strike vote, the Executive Board will determine the timing of the strike, the mechanics of carrying out the strike plans, and the assignments that follow.

Article IV: Meetings

The time and place of meetings shall be fixed by the membership. There shall be at least one local meeting per quarter. A quorum shall consist of those members present at a regularly scheduled meeting. The president may call meetings of the Executive Board as needed but must have at least one executive Board meeting annually. A quorum shall consist of a majority of executive board members present. Any meetings may be held virtually by the call of the president.

Section 1: Minutes: The secretary of the UTSWC shall record the minutes for the Executive Board and General Membership meetings. The Executive Board will discuss and approve the minutes from the Executive Board meeting at the next Executive Board meeting. Attendees at the next General Membership meeting will discuss and approve the minutes from the previous General Membership meeting. The minutes will also be placed on file in the Local office.

Article V: Dues

Dues shall be determined annually at the May Executive Board meeting by a majority of the members present. The Executive Board of UTSWC shall adopt a policy to secure twelve-month membership commitments from each member, which will renew on an annual basis unless revoked

during the month of September.

Article VI: Committees

Section 1: The following are UTSWC permanent committees and their areas of responsibility:

- A. Membership shall be responsible for conducting membership promotion and maintain a current membership list.
- B. Communications shall be responsible for operating a program of internal communications and a program of external communications.
- C. Member Rights shall be responsible for processing grievances, ensuring legal activity, protecting teacher welfare and investigating violations of legal, ethical and contractual rights.
- D. Government Relations shall be responsible for providing action in the areas of legislation, political education and the political involvement of teachers.
- E. Negotiations shall be responsible for collective bargaining research, training and communications.
- F. Community Relations shall be responsible for working with community, union and other organizations to enhance and maintain positive relations with the community.

Section 2: All committees shall have a chair or co-chairs appointed by the President. Committee members shall be appointed by the President in consultation with each committee's chair or co-chairs. The President may create other committees when needed.

Article VII: Parliamentary Authority

Robert Rules of Order, revised, shall govern in all cases not covered by this Constitution or Bylaws of this local.

Article VIII: Amendments

These Bylaws may be amended by a majority vote at any regularly scheduled Executive Board meeting.

Amended and Approved: January 8, 2025