

WTA CONSTITUTION

Article I – Name

1. The name of this organization shall be the Wayne Teachers' Association (herein referred to as WTA)

Article II - Purpose

1. The purpose of this organization shall be to:
 - A. Promote the interests of public education
 - B. Advance the standards of the teaching profession
 - C. Promote the general welfare of the members
 - D. Inform the membership of the pertinent activities of the local, state, and national education associations.

Article III – Membership

1. All permanently or provisionally certified personnel, excluding the Superintendent, Assistant Superintendents, Building Principals, Full time Assistant Principals, Director of Human Resource, Director of Pupil Personnel Services, Director of Technology, Director of Support Services in Wayne Central School District shall be eligible for active membership in this organization.
2. All permanently or provisionally certified personnel as specified in the above paragraph, who have retired from Wayne Central School District, shall be eligible for active membership in this organization with the payment of dues.
3. All members of WTA shall also be affiliated with the New York State United Teachers (hereafter referred to as NYSUT) and its national affiliates. These affiliates include the National Education Association (hereafter referred to as NEA), the American Federation of Teachers (hereafter referred to as AFT) and the AFL-CIO.
4. All those officially retired from Wayne Central School District shall be eligible for honorary membership without payment of dues.
5. Associate membership is available as provided for in the By-laws.

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Article IV – Officers of Executive Council

1. There shall be a President, two (2) Vice-Presidents, a Secretary, and a Treasurer of this association, selected as prescribed in the by-laws.

Article V – Representative Council

1. There shall be a Representative Council of the WTA (herein referred to as RC). Representation from each faculty unit shall be determined in the following manner. One representative and one alternate representative for each twenty-five (25) members or major fraction thereof. Each building and the retired members shall be guaranteed at least one representative. Professional staff members serving more than one building shall be counted with the building wherein the majority of time is scheduled.
2. The Alternate Representatives, Secretary, Treasurer, Chairperson of the Negotiations Committee, Immediate Past President, NYSUT, NEA, AFT delegates, and NYSUT, NEA, AFT alternates shall be ex-officio members of the Representative Council.

Article VI - Amendments

1. These articles may be amended by a two-thirds vote of those association members casting secret ballots, provided that a resolution to consider the proposed amendment has been passed by a majority vote of the RC. The proposed amendment must be submitted in writing to all members at least fifteen days before the vote is taken.

BY-LAWS

By-law 1 – Rules of Order

1. *Robert's Rules of Order*, (most recent edition) shall be the authority on all questions of procedure not specifically stated in this Constitution and By-laws.

By-law 2 – Duties of the Officers

1. The President shall preside at all meetings of the RC and the Association. He or she shall issue the call for all regular and special meetings of the Association. He or she shall be responsible for all communications within the Association, with the Board of Education, and with the general public. He or she shall be an ex-officio member of all committees. He or she should serve as First Delegate to the **NYSUT** Delegate Assembly and to the **AFT** and **NEA** Representative Assemblies. He or she shall be a member of the Presidents Council. He or she shall see that an annual written report of the work of the Association is prepared and made available to the active membership. The President and/or his or her designee shall participate in such district committees as sanctioned by the RC. Shall have the authority to reach a memorandum of agreement when it affects no more than 3% of the membership.
 - A. If a proposed memorandum of agreement affecting more than 3% of the membership is proposed, it must be passed by a majority vote of the President, Internal Vice President, External Vice President, and the At-Large Negotiators and Building Level negotiators.
2. If the President fails to perform his or her duties satisfactorily, a petition stating the grievances and signed by one-third of the WTA members shall be presented to the President and the RC. If the grievances are not resolved within one month, the aggrieved persons may call a General Association meeting at which a vote of three-fourths of those Association members casting secret ballots shall relieve the President of his/her duties.
3. The Internal Vice-President shall assume the duties of the President in the case of his/her absence, resignation, or removal. He or she shall appoint all committees with the approval of the RC. He or she shall be an ex-officio member of all committees. He or she will attend board meetings and keep abreast of local educational issues. He or she shall be a member of the Presidents Council. He or she shall also be responsible for such other activities as assigned by the President and RC.

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4. The External Vice-President shall assume the duties of the Internal Vice-President in the case of his/her absence, resignation, or removal. He or she shall assume the duties of the President in the absence [resignation or removal] of both President and Internal Vice-President. The External Vice-President shall be responsible for keeping the membership informed about matters related to legislation. He or she shall serve as liaison with Election District 6 of NYSUT. He or she should serve as the Second Delegate to the NYSUT Delegate Assembly and alternate to the AFT and NEA Representative Assemblies. In the event this Association is eligible for a Second Delegate, the External Vice-President should serve in that capacity. He or she shall be a member of the Presidents Council. He or she shall also be responsible for such other duties as assigned by the President and RC. In the event of a vacancy in the office of External Vice-President, the Representative Council shall fill the position by holding a special election or by appointment to finish the term.
5. The Executive Officers: President, Internal Vice-President and External Vice-President, shall meet regularly but not less than once every two months.
6. The Executive Officers and the Treasurer shall formulate the budget for presentation to the RC.
7. The Secretary shall keep a record of all meetings of the RC and of the Association. He or she shall attend to the correspondence as requested by the Officers of the Association. He or she shall record the attendance at RC meetings. He or she shall, at the end of his or her term of office, turn over to the new Secretary the minutes, correspondence and the records of the Association. The secretary shall maintain records of previous years.
8. The Treasurer shall keep and account of all receipts and expenditures budgeted by the Association. The fiscal year shall be July 1-June 30. The audit shall be made no later than November 30. He or she shall disburse funds by check as authorized by the RC. He or she shall file financial statements as required. At the end of his or her term of office, he or she shall deliver to the new Treasurer all records pertaining to membership and the treasury.

By-law 3 – Duties of the RC

1. The RC shall act as the chief means of liaison between the Association and the respective faculty units with the responsibility of keeping their constituents informed of all Association activities.

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2. The RC shall act as the policy-making and executive body of the Association, and shall transact the business of the Association. Each Representative and the Vice-Presidents shall have to power to vote at RC meetings. Alternate representatives may take part in the RC discussions but shall have the power to vote only in the absence of the Representative from his/her building. Decisions of "major" importance shall be approved by a majority of the Association's active members casting ballots. Referendum shall be the highest form of authority. (Definition: the right of the people to vote directly on laws, superseding or overruling the legislature.)
3. On matters requiring a secret ballot vote of the entire Association, the Representatives may delegate the Nominations and Elections Committee to act as tellers. The tellers shall forward the paper ballots and a tally of votes to the President.
4. Members of the RC shall be required to attend all council meetings. If unable to attend, the Representative concerned shall be responsible for notifying his/her alternate as applicable. Any faculty unit failing to have voting representation at three (3) meetings of the RC may be required by the RC to conduct a special election for the selection of a new Representative and/or Alternate Representative. Any Representative may be removed from office by a majority vote of his/her faculty unit casting secret ballots in favor of this removal.
5. The RC shall approve the creation by the President of such committees as are necessary to carry out the activities of the Association, and shall approve by a majority vote the President's appointments to these committees. The RC shall inform each standing committee of its duties.
6. The RC would act as the grievance committee.
7. At its organizational meeting during each year, the RC shall act upon the President's recommendations for the appointment of Secretary and Treasurer. The RC shall act upon the Executive Officers' recommendations of a budget, calendar, goals and such policies as are necessary for the efficient operation of the Association. The budget, calendar and goals may be revised as deemed necessary by the Representative Council at any time during the year.
8. The RC shall have the judicial power to interpret the constitution and by-laws of the WTA. Interpretations shall be approved by a majority vote of RC.

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By-law 4 – Delegate(s) to NYSUT Delegate Assembly

1. When entitled to more than two delegates they shall be nominated and elected at large. The candidate that receives the greatest number of votes will be the delegate and the remaining candidates shall be alternates.
2. Duties: Represent WTA at the appropriate region/ election district meetings and the NYSUT Delegate Assembly, and report back to RC.
3. Term of office: The term of office shall be two (2) years.

By-law 5 – Negotiations

1. Will consist of eight (8) members. Each building shall elect one person as its representative to the Negotiations Team for a two (2) year term. An additional three (3) members will be elected at large from an Association list submitted by the Nominations and Elections Committee through open nominations.
2. The Negotiations Team shall recommend a Chief Negotiator to Rep Council for approval.
3. Any building negotiator may be removed from office by a majority vote of his/her faculty unit casting secret ballots in favor of this removal. Any At-Large negotiator may be removed from office by a majority vote of the entire faculty unit casting secret ballots in favor of this removal.
4. Duties: To attend training sessions in the art of negotiation. To act as a resource for the Grievance Committee. To survey association members for their concerns. To incorporate these concerns into the contract package. To keep the Executive Officers apprised of the status of negotiations. To reach a settlement on a contract.
5. Ratification of a contract shall be by a majority of the active members casting a secret ballot vote. Retiree members shall not be eligible to vote on contract ratification.

By-law 6 – Committees

1. Whenever possible each faculty unit shall be represented on any WTA committee.
2. All committees should submit a written report to the Internal Vice-President in a timely manner.
3. Each committee is expected to have a written yearend report including recommendations and budget impact.
4. All committees shall consult with the President of the WTA before taking final action.

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5. Standing Committees
 - A. Scholarship
 - B. Teacher Recognition/Gifts
 - C. Sunshine/Social Committee
 - D. Nominations and Elections
 - E. Political Action (PAC)/Vote-Cope
 - F. American Education Week
 - G. Constitution and By-laws Committee
 - H. Community Outreach Committee/ Weisenreder Fund
 - I. Communication Committee
 - J. Student Recognition Committee
 - K. Mini-grants committee
 - L. Audit
 - M. Board of Education Liaison

By-law 7 – Nominations and Elections

1. The President shall be elected for a two (2) year term before April 30th in odd numbered years by a plurality of the secret ballot votes cast by active members.
2. The Vice-Presidents shall be elected for a two (2) year term before April 30th in odd numbered years by a plurality of the secret ballot votes cast by active members. His or her term shall be for a two (2) year term.

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3. The delegate(s) and all alternates to **NYSUT** shall be elected for a two year term before April 30th of odd numbered years, by a plurality of the secret ballot votes cast by active members. The Delegate receiving the greatest number of votes will be designated 3rd **NYSUT** Delegate, the one with the second most votes will become the 4th **NYSUT** Delegate, etc. In the event that a membership decrease necessitates dropping one or more **NYSUT** delegates, the delegates will be dropped in reverse order. The two year term shall run concurrently with that of the Executive Officers.
4. A nominations committee shall submit a list of nominations for the offices of President and Vice-Presidents. Members shall have the right to make nominations in written form to the Nominations and Elections Committee. The election process shall follow the Landrum Griffin Act.
5. At-Large negotiators shall be elected for (2) year terms before April 30th of even numbered years by a plurality of the secret ballot votes cast by active members. Terms may be extended by RC during negotiations until the contract is signed. Terms will begin on July 1.
6. The Secretary and Treasurer of the Association shall be appointed by the President with the approval of the RC by not later than September 1.
7. Members of the RC and their alternates shall be elected for a two (2) year term by the Associations' active membership in the faculty unit during May in even numbered years.
8. Building negotiators shall be elected for a two (2) year term by the Associations' active membership in the faculty unit during May in even years. Terms may be extended by RC during negotiations until the contract is signed.
9. Elected Officers, Representatives, and Delegates to **NYSUT** shall take office on July 1.
10. Each school building which is a part of the Wayne Central School District shall send a Representative or Representatives to the RC as determined in Article V of the WTA Constitution.

By-law 7 – Vacancies occurring between elections date and expiration of term of office

1. The unexpired term of a Representative who ceases to be associated with his/her unit, resigns, or is removed for any reason shall be filled by the alternate representative from that unit. A new alternate representative shall then be elected by a special election following the process of the Landrum Griffin Act.

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2. A vacancy in the office of President, Internal Vice-President, or External Vice-President shall be filled as prescribed in By-law 2
3. In case of a vacancy in the position of Delegate to **NYSUT** the alternate shall fill the term.
4. In the case of a vacancy of a representative to the Negotiations Team, the building involved shall have ten (10) days to begin the process of the Landrum Griffin Act to elect a new negotiator. Should the resignation take place during a school vacation the ten (10) days shall commence with the first school day following vacation. A school day shall be defined as any day that the Board of Education requires the presence or attendance of faculty members.
5. The RC shall have the authority to fill any vacancies in a timely fashion not specifically provided for in these By-laws.

By-law 8 – Quorum

1. A quorum for all meetings of the RC shall consist of a majority of the voting members of the Council.
2. A quorum for all general meetings of the Association shall consist of 40% of all the active members.
3. A quorum of committee meetings shall consist of a majority of committee members.

By-law 9- Meetings

1. Officers of the Association and the RC shall meet at least once monthly, at an hour and place designated by the President with the approval of RC.
2. All general Association meetings shall be announced at least five (5) school days in advance.
3. Special meetings of WTA shall be called by the President upon the request of two-thirds of RC or upon written request of 10% of the WTA active membership.

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By-law 10 – Dues

1. Annual dues rates for active and retiree members shall be determined by the RC by a two-thirds vote.
2. Active and retiree membership is immediately effective for all intents and purposes upon receipt by the Association of either the necessary cash or check amount or the individual member's payroll deduction authorization.
3. Special assessments may be levied if approved by two-thirds vote of the RC. Five (5) school days' notice shall be given to active members of the Association before such a vote may occur.
4. Any member that qualifies for health insurance (6 consecutive weeks or more) needs to be signed up or agency fee payer for WTA/NYSUT and pay dues, this clause includes retired WTA teachers who come back to substitute.
5. WTA will issue a statement in October of every year detailing the amount of dues owed for that year. The member has 30 days from this statement to request a refund for errors. In the event of a change in membership status (i.e. Leave of absence, etc.) The member has 30 days from that change in membership status to request a refund for errors. The WTA also the right to request within 30 days of a membership status change, reimbursement for dues owed by a member whose membership status has changed.
6. Dues, or any part thereof, are not refundable except by action of the RC.

By-law 11 – Membership

1. Active Professional: Active membership shall be open to any person who is engaged in or who is on a limited leave of absence from professional education work. Active members shall hold a baccalaureate or higher degree or the regular teaching, vocational, or technical certificates required by their employment.
2. Rights of Active members: Every active member of the Association shall have the right to attend and vote at all general or special meetings. He or she shall be eligible to serve as an Officer or as a member of any committee or council or RC of the Association as provided in these By-laws. Rights of members shall be consistent with the policies of the WTA, NYSUT, AFT and the NEA.
3. Active Retiree: Retiree membership shall be open to former Wayne Central School District certified personnel, as defined in Article III of the Constitution.
4. Rights of Retiree members: Every retiree member of the Association shall have the right to attend and vote at all general or special meetings except on matters of current working conditions. He or she shall be eligible to serve as an Officer or as a member of any

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committee or council or RC of the Association as provided in these Bylaws. Rights of members shall be consistent with the policies of the WTA, NYSUT, AFT, and the NEA.

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By-law 12 – Amendments

1. Amendments shall be submitted in writing to the RC. A majority vote of the RC shall be necessary to present an amendment to the general membership.
2. A majority of the active members casting a secret ballot votes shall be necessary for the adoption of an amendment to these By-laws. The ratification process will follow the Landrum Griffin Act.