

Westfield Education Association
Constitution
Revised May 2013

Article I

The Name

The name of this organization shall be the Westfield Education Association, Inc. herein after referred to as "the Association."

Article II

Membership

Section 1. All personnel as stated in the working agreements, A, B, and D, employed in the Westfield Public School System, may become members by payment of yearly dues to the local association, the Massachusetts Teacher's Association, and the National Education Association.

Section 2. Individual membership in the Association shall be classified as active, associate, or life and shall be available to those who pay the prescribed dues.

A. ACTIVE MEMBERS are those:

1. Who are engaged in work of a professional nature in the field of education, hold a baccalaureate degree or higher and a certificate of liability to hold same from a proper certifying authority, where required, or are appropriately licensed, as teachers by the Division of Occupational Education in the Massachusetts Department of Education.
2. Members of Unit D, aides are described in the recognition clauses of their working agreements who are employed by the Westfield School Committee.

B. ASSOCIATE MEMBERS are those persons interested in the advancement of the cause of education who are not eligible for active membership. Application for said membership shall be made in writing.

C. LIFE MEMBERSHIP may be granted to active members. All members having been members ten (10) years prior to retirement shall be given life membership in the Westfield Education Association. In special cases, the Executive Board may waive the ten year requirement.

Section 3. Only active members as defined in Section A of this article shall have the privilege of voting and holding office in the Association

Section 4. Membership shall continue only as long as annual dues are paid.

Section 5. Membership shall be from July 1 – June 30. Membership shall be continued year to year until death, retirement or the member indicates in writing at least sixty (60) days in advance his/her intent to cancel his/her membership.

Article III

Officers and Executive Board

Section 1. The officers of the Association shall be President/NEA and MTA delegate, Vice President/MTA delegate, Secretary/MTA delegate, Treasurer/MTA delegate, and Grievance Chairman/MTA delegate. The officers shall be selected by ballot (with the exception of the Grievance Chairman, who will serve as ex-officio) at the annual meeting and will serve a term of two years September to August. This will be on a staggered basis with the President and Secretary elected on even years and the Vice President and Treasurer elected on odd years.

Section 2. The officers will receive, upon vote of the Executive Board, a stipend, the amount of which will be paid in 10 monthly payments with each payment equivalent to 1/20 of the total stipend. Officers may elect to modify the above payment schedule.

Section 3. The officers and faculty representatives shall constitute the Executive Board. The immediate past President shall become a member of the Executive Board. Faculty representatives shall be elected to the board by secret ballot, annually, and shall serve a one year term as Faculty Representative and MTA Delegate/Alternate Delegate. This shall not preclude any MTA member from consideration as a delegate to MTA annual meeting.

Section 4. Election of Faculty Representative shall be held in a building during the month of May.

Section 5. The officers of the Association will meet on a monthly basis during the school year.

Article IV

Meetings

Section 1. An annual meeting shall be held in the month of May at which officers shall be elected. Annual reports shall be made and other business transacted.

Section 2. Regular business meetings shall be held during the school year at such time as may be determined by the Executive Board.

Section 3. The President, with the approval of the Executive Board, may call special meetings, and he/she shall call a special meeting within five (5) days upon written request signed by twenty-five paid members.

Section 4. Notices of all regular meetings shall be made available to the members of at least one week prior to the dates fixed for such buildings.

Section 5. All regular meetings shall be held during the school year and on days when school is in session. No voting shall take place after the school year ends or within the first 30 days of the beginning of a new school year.

Section 6. A quorum shall be met at any duly called meeting, fifteen minutes after the close of all schools in the system, by those who attend.

(b) A quorum (50% or greater) shall be required for passage of a contract ratification. If a quorum is not established as verified by the number of ballots cast, the contract does not pass.

Section 7. Meetings will be held to inform the membership of pertinent information to be voted on. Voting will take place within five (5) days of such meetings within members own building. Building representatives will pass out, check off voters and collect ballots. Voting will take place thirty (30) minutes before and/or after school. There will be no early or absentee ballots. Tabulating will take place at the WEA Office.

Section 8. Meetings for ratification of the collective bargaining agreement or changes to the collective bargaining g agreement will be posted at least five (5) calendar days prior to such vote. Said notice will include the following information:

- a. The time and place of the meeting(s).
- b. A statement that the proposed collective bargaining agreement, if ratified will require payment of a service fee as a condition of employment.
- c. The current amount of the service fee;
- d. A statement that all employees in the bargaining unit may attend and vote at the meetings (s);
- e. A statement that all employees within the bargaining unit covered by the proposed agreement are eligible to vote.
- f. The full identify, including affiliations, of the bargaining unit.
- g. A statement that the bargaining agent's most recent financial report in the form of a balance sheet an operating statements listing all receipts and disbursements of the previous financial year is available for inspection.

Section 9. The vote shall be publicly counted, and the majority of the valid votes cast at a meeting or meetings shall prevail. The collective bargaining agent shall maintain a written record of the results of the vote until the expiration of said agreement.

Article V

Constitution Changes

Section 1. The Constitution may be amended by a two-thirds vote of the members present, provided that such an amendment has been submitted in writing through the President.

Section 2. Notice of such amendment shall be given at a previous meeting of the Association and shall be posted in each school at least thirty (30) days before the amendment is to be acted upon.

Section 3. New amendments shall become effective September 1st.