

**CONSTITUTION OF THE
CLAY COUNTY EDUCATION
ASSOCIATION**

Clay County, Florida

Article I: Name and Affiliation

Section 1: The name of the Association shall be the Clay County Education Association, said Association being an affiliate with the Florida Education Association (FEA), the National Education Association (NEA), the American Federation of Teachers (AFT), and the American Federation of Labor-Congress of Industrial Organizations (AFL-CIO).

Section 2: The Association may not affiliate with another local, state, or national educational organization whose purposes are in conflict or competition with the National Education Association and the American Federation of Teachers.

Article II: Objectives

The objectives of the organization shall be to:

1. Work for the welfare of children and to promote the highest type of professional practices, ethics, and ideals.
2. Enable members to speak with a common voice on issues pertaining to the teaching profession.
3. Improve educational opportunities in this county, state, and nation.
4. Secure adequate salaries, and terms and conditions of employment for all individuals represented by the Association.
5. Guarantee due process and promote teacher rights.
6. Have effective political involvement.
7. Provide special economic services for members.

8. Provide training opportunities for leadership among members.

9. Promote cooperation with other groups having educational interests.

10. Encourage active participation of all members in Association activities and to give strength and support to the affiliates the Florida Education Association (FEA), the National Education Association (NEA), the American Federation of Teachers (AFT), and the American Federation of Labor-Congress of Industrial Organizations (AFL-CIO).

Article III: Membership

Section 1: Membership in the Association shall be open to any Clay County classroom teacher who holds a valid Florida teaching certificate, is employed by the Clay County School Board, and who is included in the bargaining unit.

Section 2: Classroom teacher shall be defined as any person who is in the Clay County Education Association (CCEA) bargaining unit as defined by the Public Employees Relations Commission (PERC).

Section 3: Members of the Association shall be members of Florida Education Association (FEA), the National Education Association (NEA), the American Federation of Teachers (AFT) and the American Federation of Labor - Congress of Industrial Organizations (AFL-CIO).

Section 4: Honorary membership in the local Association may be conferred by unanimous vote of those present at any meeting upon a member of any organization with educational interests.

Section 5: Membership to individuals in this Association shall not be denied on the basis of race, creed, national origin, or sex.

Section 6: After due process, as outlined in Robert's Rules of Order, Chapter 20, the Executive Committee by a 2/3 vote may suspend from membership or expel any

member who has been found to have violated the Code of Ethics of the Education Profession and may reinstate a member who has previously been suspended from the Association. The suspended or expelled member may appeal to the Representative Assembly, which shall afford the member a due process hearing.

Section 7: Members in the status of dismissal or non-renewal shall be allowed to retain membership in the member organization until such time as their status is clarified.

Section 8: The one-member/one vote concept is guaranteed in all representative and/or governing bodies.

Article IV – Governing Authority.

The governing authority of the Clay County Education Association shall lie in the General Assembly, the Representative Assembly, the Executive Committee and the Officers as follows:

Section 1. General Assembly

1. The General Assembly is the highest governing authority in the Association and the final authority for the goals, policies and position statements of the Association. The General Assembly shall consist of all the members of the Association. When not in session, the authority of the General Assembly shall be delegated to and exercised by the Representative Assembly.

2. The General Assembly shall exercise the exclusive authority to:

A) Approve and adopt any amendments to the Constitution,

B) Elect the Directors to serve on the Executive Committee

C) Elect the officers of the Association

3. When deemed necessary, a meeting of the General Assembly may be called by the President, two-thirds of the Executive Committee, or two-thirds of the Representative Assembly.

Section 2. Representative Assembly

1. The Representative Assembly shall be the legislative and policy making body of the Association. In the exercise of the authority delegated to the General Assembly the Representative Assembly shall establish the goals, policies and public position statements of the Association and direct the Executive Committee to develop and implement plans and programs to achieve those goals. No action, programs or statements of policy shall represent the will of the members of the association, unless approved by a majority vote of the representative assembly in session.

2. The Representative Assembly shall consist of the Officers, Directors, and at least one Representative of each district school or employment base. Representatives shall be elected from each single school or employment base according to the following ratio: one representative for each ten members

3. No action of the Representative Assembly can be taken unless a quorum has been obtained. For purposes of the Representative Assembly a quorum shall be defined as the presence of at least one representative for fifty percent (50%) of the schools (worksites) represented in the Representative Assembly at the time a vote is taken.

4. Agenda: New Business Items: Notice of Pending Action and Necessity for an Informed Decision: No matter shall be put to a vote nor otherwise acted upon unless such matter has been published to the members of the Representative Assembly not less than five working school days prior to any vote or action. Published as used herein shall be defined as Notice that such matter will or may be placed on the agenda for the next or other succeeding Representative Assembly, full text of any written proposal, plan or action to be presented, and such information as may be required to allow individual representatives a reasonable opportunity to understand the proposed action and to make an informed decision regarding his or her vote.

Section 3. Executive Committee

1. The Executive Committee shall constitute the executive authority of the association. The Executive Committee shall develop and implement plans and programs to achieve the goals and promote the public policies adopted by the Representative Assembly.

2. Term of Office: All elected Directors shall take office on June 1, shall serve for a period of two (2) years, and may succeed themselves three times. All elections shall be in accordance with Bylaws, Article VIII.

3. The Executive Committee shall create, appoint, and oversee Standing Committees and such other special or temporary committees as the need arises, including the appointment of Committee Chairpersons except as specifically designated in the Powers of the President.

4. The Chairman of the Executive Committee duly elected by the Directors shall preside at all meetings of the Executive Committee and shall be

responsible for the agenda as directed by the By-laws.

5. The Executive Committee shall consist of officers and *eight (8) directors* elected by district. One district shall be designated to Keystone Heights and seven other districts shall be comprised of schools in geographic proximity. The Executive Committee shall review the Director to membership ratio each year in January and make recommendations for changes to the Representative Assembly in February.

6. A quorum having been obtained, whenever a majority of the Executive Committee agree that any officer or director has been negligent in the performance of the duties as defined in the Bylaws or is incapacitated, they shall have the duty and power to recommend to the Representative Assembly that the office be declared vacant. The Representative Assembly, after affording the charged officer a hearing, may remove the officer by a majority vote. This hearing will be conducted by procedures as outlined in Robert's Rules of Order, Chapter 20, the Parliamentarian presiding.

7. Paid Employees or Contractors: To support the objectives of the Association the Executive Committee shall have the authority, with the approval by majority vote of the Representative assembly, to create and staff full or part-time paid positions or offices.

8. For such positions and offices as are approved by the Representative Assembly the Executive Committee shall have full authority to interview, hire, set compensation and hours, evaluate and terminate employees of the Association under current law and the best practices of affiliate organizations.

Section 4: Officers

1: The elected officers of the Association shall be a President, Vice President, Recording Secretary, and a Treasurer.

2. Terms of Officer: All elected officers shall take office on June 1, and shall serve a term of two (2) years, and may succeed themselves only three (3) times for a total of six (6) consecutive years. The office may be held again after six (6) consecutive years only if the officer has not held the office for at least one term. Any vacant office may not be filled by appointment if in violation of the term limits stated above.

3: The Constitutional duties of the President shall be:

- A) To carry out the day to day operation of the Association
- B) To enforce the Constitution, By-laws, policies and regulations established by the Association
- C) To preside at meetings of the Representative Assembly and the General Assembly
- D) To act as the public face and voice of the Association to administrative and public bodies, other professional bodies, the press and the public.
- E) With the advice and consent of the Executive Committee, to create, appoint, and oversee Standing Committees to wit; Grievances, Bargaining, Insurance, Emerging Issues, Education Advocacy Fund and such other special or temporary committees as from time to time seem necessary.
- F) To Act as liaison with FEA, NEA, AFT, AFL-CIO and other professional organizations and as a conduit to the membership, Representative Assembly and Executive Committee for all

information provided by these bodies to the Association.

- G) Make regular reports to the Executive Committee and the Representative Assembly as to the activities of the President, including the activities of the Grievance and Bargaining Teams [Committees] as is consistent with applicable law, the By-laws, and rights of confidentiality.
- H) Such other and further duties as defined by the By-laws or usually pertaining to such office as are consistent with the Constitution and By-laws.

4. OTHER OFFICERS – The duties of the Vice President, Recording Secretary, and Treasurer shall be as adopted and incorporated into the By-Laws.

5. EXISTING POSITIONS: Upon ratification of this Constitutions all existing positions of officers and directors shall be vacated as of the first day of June next following.

Article V: Parliamentary Authority

Section 1: Unless otherwise specified in the Constitution and Bylaws, Robert’s Rules of Order, Newly Revised shall govern this Association and its official bodies in all parliamentary situations.

Article VI: Quorums

Section 1: General Assembly meetings: A quorum for any General Assembly meeting

shall be the number of active members present at the meeting.

Section 2: Representative Assembly: A quorum of the Representative Assembly shall consist of at least one Representative from not less than fifty percent of schools in the Clay School District having elected representatives to the Representative Assembly.

Section 3: Executive Committee: A quorum of the Executive Committee shall consist of a majority of the membership of the Executive Committee as established in this Constitution.

Article VI: Code of Ethics

Section 1: The Clay County Education Association accepts and endorses the Code of Ethics of the National Education Association and the American Federation of Teachers.

Article VII: Bylaws

Section 1: The Association shall adopt Bylaws to aid in the government of the Association and the transaction of the Association's business.

Section 2: Bylaw amendments may be proposed by any member of the Representative Assembly or by a petition to the Representative Assembly by fifteen Association members.

Section 3: A majority vote of those voting at any Representative Assembly meeting shall be required to amend the Bylaws. The proposed amendment has to be published and distributed to the Association members at least fifteen calendar days prior to the meeting at which the amendment is voted upon and otherwise meet the notice requirements for New Business set forth in Article IV, Section 2, Paragraph. 4 above.

Article XIII: Amendments

Section 1: Amendments to this Constitution may be proposed at any regular

Representative Assembly by any member of the Representative Assembly or by petition of fifteen Association members.

Section 2: Amendments proposed to this Constitution shall have been received by members of the Representative Assembly at least fifteen calendar days prior to the meeting at which the amendments are proposed.

Section 3: A majority vote of the Representative Assembly members voting at the meeting at which an amendment is proposed shall be required to be considered for adoption by the Association members.

Section 4: An amendment proposed and approved for consideration shall be published and distributed to Association members at least ten(10) school days prior to the balloting on the amendment. Such balloting shall occur not earlier than ten (10) school days and not later than thirty (30) calendar days after approval by the Representative Assembly.

Section 5: A two-thirds vote of those members voting shall be required to amend this Constitution. Such balloting shall take place in each school or employment base.

Section 6: Unless otherwise specified in the motion to amend this Constitution, any amendment shall become effective immediately upon the adoption thereof and be published for distribution to all members.

Section 7: This Constitution shall be reviewed annually by a Constitution and Bylaws Committee.

Article XIV: Ratification

Section 1: This proposed Constitution must have been received by members of the

Representative Assembly at least ten (10) school days prior to the meeting at which adoption or other action of the Constitution by the Representative Assembly is sought.

Section 3: The proposed adoption of this Constitution have been duly noticed, a majority vote of the Representative Assembly members voting shall be required for adoption and forwarding of the proposed Constitution for action of the General Assembly.

Section 4: The proposed Constitution as adopted by the Representative Assembly shall be published and distributed to Association members at least ten school days prior to any scheduled date of action by the General Assembly. Any action or voting by the General Assembly shall occur not earlier than ten school days nor later than thirty (30) calendar days after approval by the Representative Assembly

Section 5: Such balloting shall take place at a called meeting of the General Assembly as provided in the then existing Constitution. A two-thirds vote of those members present and voting at the General Assembly shall be required to adopt this Constitution.

Section 6: This Constitution shall become effective immediately following adoption by the General Assembly and be published and distributed to all members.