

# MESQUITE EDUCATION ASSOCIATION

## BYLAWS

### ARTICLE I - NAME AND PURPOSE

#### Section 1. Name

The organization shall be known as the Mesquite Education Association (herein referred to as "MEA"), and is affiliated with the Association of Texas Professional Educators (herein referred to as "ATPE").

#### Section 2. Purpose

MEA is organized for the following purposes:

To further education as a service and as a profession through support of public schools in the Mesquite Independent School District; to promote activities, services and training for educators; and to develop and maintain high standards of professional ethics among all educators.

### ARTICLE II - Fiscal Year

#### Section 1. Fiscal Year

The fiscal year of MEA shall be from August 1 through July 31 of the following year, effective August 1, 2011.

### ARTICLE III - Membership

#### Section 1. Definition

Where used herein, the following term means: "Member." Those persons who paid the prescribed membership dues for the current membership year and who have not otherwise had their membership suspended.

#### Section 2. Membership Year

The membership year shall run concurrently with the state membership year as established in the ATPE State Bylaws, Article IV, Section 3. The year currently runs Aug. 1 to July 31.

#### Section 3. Classes of Members

MEA shall have four classes of members. The classes and their qualifications are:

- (a) **Professional.** Those educators who are employed in Mesquite ISD in a certain capacity as defined "professional" by the local school board.
- (b) **Associate.** Those paraprofessional and support persons who are employed in Mesquite ISD in a certain capacity as defined yearly by the local school board
- (c) **Retired.** Those persons who are retired from an active position in the

public education profession after working in public education for at least ten (10) years and who have received, or are eligible to receive, a benefit from a recognized pension program.

- (d) **Teacher Trainee.** Those students enrolled in a teacher education program in an accredited college or university who will be engaged in student teaching and/or field experience in Mesquite during the membership year.

#### **Section 4. Dues**

Members must pay the yearly-prescribed membership dues. The annual dues for each class of membership shall be as follows:

- (a) Professional Membership: \$10.00 per year
- (b) Associate Membership: \$5.00 per year
- (c) Retired Membership: Free
- (d) Teacher Trainee Membership: Free

Any adjustment in the amounts of the foregoing annual dues shall require an amendment to these bylaws.

#### **Section 5. Voting Rights**

A Professional member with MEA shall be entitled to vote when a matter is submitted to such vote. A quorum for all meetings shall consist of twenty (20) or more professional members.

### **ARTICLE IV - OFFICERS**

#### **Section 1. Officers**

The officers of MEA shall be a President, President Elect, Vice President, Secretary, Treasurer, Facility Representative Chairperson, Immediate Past President, Parliamentarian, and other officers deemed necessary and elected by MEA. The same person may hold no two elected offices simultaneously. All officers shall be professional members of MEA and of ATPE.

#### **Section 2. Executive Committee**

The officers, committee chairs, elected members of the Professional Consultation committee, and past MEA presidents shall collectively constitute the Executive Committee, having the duties as hereinafter prescribed. A majority of the whole committee shall constitute a quorum, and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

#### **Section 3. Election**

The Executive Committee may appoint a Nomination/Election Committee, or assign an officer, to receive nominations of candidates for all offices except President and Immediate Past President. The President shall automatically succeed to the office of Immediate Past President, and the President Elect shall automatically succeed to the office of President. An annual election will be conducted as established by the Nomination/

Election Committee or Executive Committee, provided the election process, as described by these bylaws, is followed. Nominations shall be presented at the March F.R. Committee meeting. Nominations shall be presented to the Executive Committee prior to said March F.R. Committee meeting. Additionally, nominations may be submitted from the floor at the local election site. The MEA Secretary must receive twenty-five (25) signatures from professional MEA members to support floor nomination(s) within (1) week following the March F.R. Committee meeting. The officers, P.A.C., and P.C.C. committee members shall be elected by a simple majority of ballots cast. Should a nominee(s) contest the election results, said nominee(s) must submit a formal written request to the Secretary for a recount within one (1) week from the day the ballot count is released. The election shall be held on the third (3rd) Tuesday following the March F.R. Committee meeting via written ballot.

#### **Section 4. Removal of Officers**

Any officer may be removed by a two-thirds (2/3) vote of the professional members present and voting at any general membership meeting, provided a notification indicating that there will be a vote on whether or not to remove an officer has been given to all members at least thirty (30) days in advance.

#### **Section 5. Vacancies**

Any vacancy in the office of President shall be filled by succession of the President Elect to the office of President for the remainder of the term. The Executive Committee shall fill a vacancy in any other office (except president) for the unexpired portion of the term.

#### **Section 6. Terms**

All officers terms of MEA shall run concurrently with the state ATPE officer terms as established in the ATPE State Bylaws, Article IV, and Section 6. Terms currently run Aug. 1 to July 31.

#### **Section 7. Duties**

The officers of MEA shall have and shall exercise the following duties:

- a) **President.** The President shall preside at all meetings. In general he/she shall perform all duties incident to the office of President and such other duties as may be necessary for the growth of MEA. In addition, the President will select and certify to the Secretary of ATPE the names of Mesquite Local Unit state convention delegates and alternates no fewer than thirty (30) days prior to the date of the state convention. The President shall submit a copy of MEA's duly adopted bylaws and its officer list, upon amendment, to the ATPE State Office.
- b) **President Elect.** The President Elect shall immediately assume all roles, duties, and powers granted to the office of President by the Bylaws and

Articles in the event the President resigns or takes a leave of absence. In addition, the President Elect shall serve as Chairperson of the Recognition and Appreciation Committee.

- c) **Vice President.** The Vice President shall serve as chairperson of the Professional Consultation Committee and shall perform such other duties as assigned by the President.
- d) **Secretary.** The Secretary shall keep the minutes of the meetings and activities of MEA and shall give all notices to members in accordance with the provisions of these bylaws.
- e) **Treasurer.** The Treasurer shall have charge and custody of and be responsible for monies, dues from and payable to any source whatsoever, and deposit all such monies in a financial institution as determined by the Executive Committee. The treasurer shall keep the Executive Committee and the members apprised of the financial condition of MEA.
- f) **Facility Representative Committee Chairperson.** The Facility Representative Committee Chairperson shall preside and conduct all F.R. meetings, collect and process all FR questions, serve on the Nominations/Elections Committee, and assist the President with membership reports and recruitment.
- g) **Immediate Past President.** The Immediate Past President shall serve as a member of the Executive Committee and shall perform such other duties as assigned by the President.
- h) **Parliamentarian.** The previous year's Immediate Past President shall hold the office of Parliamentarian. In the capacity, the Parliamentarian shall serve as an advisor to the Executive Committee regarding all matters according to the procedures established in Article VIII, Section 1 of the Bylaws.

## **ARTICLE V: STANDING COMMITTEES**

### **Section 1. Standing Committees**

The Standing Committees of MEA shall be the following:

- (a) Nomination/Election
- (b) Articles and Bylaws
- (c) Legislative
- (d) Professional Rights & Responsibilities
- (e) Scholarship
- (f) Special Services/Public Relations
- (g) Appreciation and Recognition
- (h) Presidents' Advisory Board

## **Section 2. Duties of Standing Committees**

The Standing Committees of MEA shall have the following duties and responsibilities:

- a) **Nomination/Election.** To propose a slate of candidates as provided in Article III, Section 3 of the bylaws and to recommend the rules to govern the nomination and election of officers; such rules shall be presented to the Executive Committee prior to the date necessary to give notice as provided in Article III, Section 3 to govern MEA elections.
- b) **Bylaws.** To recommend appropriate amendments to the Articles of Incorporation and/or Bylaws of MEA and to forward a copy of the local unit bylaws to ATPE each time they are amended.
- c) **Legislative.** To coordinate appropriate activities involving legislation, such as monitoring legislative issues that would affect MEA members.
- d) **Professional Rights and Responsibilities.** To serve as a consultant in matters related to employee rights.
- e) **Scholarship.** To review scholarship applications and make recommendations for yearly scholarship awards.
- f) **Special Services/Public Relations.** To review and provide input and recommendations on all programs involving discounted services for the membership of MEA, and to work with M.I.S.D. to coordinate plans for special events, such as the Foundation 5K Run an Gala.
- g) **Appreciation and Recognition.** To plan an implement the yearly appreciation banquet.
- h) **Presidents' Advisory Board.** To meet yearly to review the progress of MEA and to recommend strategies to promote MEA's future growth and purpose.

## **Section 3. Appointments**

The membership of Standing Committees shall be appointed from among MEA members. The President shall submit a list of proposed Standing Committee appointments to the Executive Committee. The Executive Committee will make necessary changes and approve the appointments.

## **Section 4. Term of Office**

Each member of the committee shall serve for one year from the date of appointment or until the duties of the committee are fulfilled, unless the Committee shall be terminated sooner or the member be removed or cease to qualify.

## **Section 5. Chairmen**

The President shall designate a chairman from committee members.

## **Section 6. Vacancies**

Vacancies in the membership of any committee may be filled by appointment as stated in Article V, Section 3.

## **Section 7. Quorum**

A majority of the whole committee shall constitute a quorum, and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

# **ARTICLE VI: Mesquite Education Association Political Action Committee**

## **Section 1. Purpose**

The sole purpose of the Political Action Committee, known as the Mesquite Education Association Political Action Committee (herein referred to as "MEAPAC"), shall be to fulfill the purposes of MEA as set forth in Article 1, Section 2 of the Bylaws and Article 3 of the Articles.

## **Section 2. Membership**

The MEAPAC shall be comprised of the MEA Executive Committee and five (5) members of the MEA who are elected at large from elementary, middle, and high school, as well as administration and associate membership of the MEA upon nomination by the Executive Committee.

## **Section 3. Duties**

The MEAPAC shall take an active role in political matters affecting education. Said active role may include, but shall not be limited to: the acceptance of contributions and/or disbursement of expenditures in support for or opposition to a proposed or existing measure coming before the electorate; and, the acceptance of contributions and/or disbursement of expenditures.

## **Section 4. Terms**

The term of membership shall be for a period of one (1) year beginning August 1.

## **Section 5. Vacancies**

The Executive Committee shall fill all vacancies for the duration of the unexpired portion of said term.

## **ARTICLE VII: Professional Consultation Committee**

### **Section 1. Purpose**

The Professional Consultation Committee (herein referred to as the "PCC") shall consult with Mesquite ISD as set forth in Article I, Section 2, of the Bylaws.

### **Section 2. Membership**

The PCC shall consist of one (1) Professional MEA member from an elementary school, a middle school, a high school, administration, and in addition, one (1) associate member. These members shall be elected by a simple majority vote of the MEA membership, conducted at a date that coincides with the election of MEA officers. The MEA Vice President shall serve as the committee chairperson.

### **Section 3. Duties**

The PCC shall receive and review all consultation requests from MEA and refer to the Executive Committee such requests that merit further study

### **Section 4. Terms**

The term of membership shall be for a period of one (1) year beginning August 1.

### **Section 5. Vacancies**

The Executive Committee shall fill all vacancies for the duration of the unexpired portion of said term.

## **ARTICLE VIII: Facility Representative**

### **Section 1. Purpose**

To represent their facility at the monthly F.R. meetings, to distribute and process membership applications for MEA and ATPE, to communicate information, and to promote all activities of MEA.

### **Section 2. Membership**

Each Mesquite ISD Facility shall have representation on the Facility Representative Committee (herein referred as "F.R. Committee"). Facilities shall notify the President thirty (30) days before the conclusion of the school year to which said F.R.(s) and F.R. Elect (s) shall hold office.

### **Section 3. Duties**

The F.R.s and F.R. Elects shall assist with the collection and documentation of membership dues and all campus facility representative issues and activities, and shall attend meetings and training at such dates and times as determined by the Executive Committee.

**ARTICLE IX: Miscellaneous Provisions**

**Section 1. Procedure**

Unless otherwise specifically provided, the proceedings of MEA shall adhere to standards of procedure established in *Robert's Rules of Order Newly Revised*, as the current edition now provides, or as it may be hereinafter updated.

**ARTICLE X: Amendments to Bylaws**

**Section 1. Authority to Amend**

These bylaws may be altered, amended or repealed, and new bylaws may be adopted by the affirmative vote of a two-thirds (2/3) majority of MEA members voting via ballot sent at any monthly meeting of the general membership, provided proper notice of the intention to alter, amend or repeal these bylaws or to adopt new bylaws at such meeting has been given to all members at least thirty (30) days in advance. (In the event of any change, these bylaws should be amended and a copy sent to the ATPE office.)

**ARTICLE XI: Dissolution**

**Section 1. Dissolution Passage Requirements**

MEA may be dissolved by a two-thirds (2/3) affirmative vote of the majority of MEA's professional members.

**Section 2. Distribution of Association Property Upon Dissolution**

In the event of dissolution, all MEA property shall be distributed as follows: All MEA property shall be liquidated, all MEA debts shall be paid, and all excess MEA funds shall be paid, and all excess MEA funds shall be distributed to MEA members on a prorate basis.