

Santa Rosa Teachers Association/CTA/NEA BYLAWS
Approved March 9, 2017.

I. NAME AND LOCATION

- A. The name of this Association shall be the Santa Rosa Teachers Association/CTA/NEA in Sonoma County.

II. PURPOSES

The primary purposes of this Association shall be:

- A. To represent its members in their relations with their employer, and to seek to be the exclusive representative of appropriate units of school employees in all matters relating to employment conditions and employer-employee relations including, but not limited to, wages, hours, and other terms and conditions of employment;
- B. To form a representative body capable of developing group opinion on professional matters to speak with authority for teachers;
- C. To provide an opportunity for continuous study and action on problems of the profession;
- D. To promote cooperation and communication between education support professionals and certificated educators;
- E. To provide a means of representation for its ethnic-minority members;
- F. To promote professional attitudes and ethical conduct among members; F To encourage cooperation and communication between the profession and the community; and
- G. To foster good fellowship among members.

III. AFFILIATION WITH CTA/NEA.

- A. The Santa Rosa Teachers Association shall be a chartered chapter of the California Teachers Association (CTA).
- B. The Santa Rosa Teachers Association shall be an affiliated local association of the National Education Association (NEA).

IV. MEMBERSHIP

- A. The primary category of membership shall be Active members.~~Categories of Membership. There shall be categories of membership in the Association: Active and Associate.~~
- B. Active membership shall be open to any person employed in the Santa Rosa City Schools who is engaged in or who is on limited leave of absence from professional educational work and whose primary assignment is such as not to hold supervisory responsibility over other certificated employees to such an extent as not to be represented in the negotiations process by the teacher bargaining unit.
- C. Membership may be granted upon initiation of payroll deduction or upon payment of annual Association/CTA/NEA dues.~~Membership may be granted upon completion of an enrollment form and initiation of payroll deduction or upon payment of annual SRTA/CTA/NEA dues appropriate to the class of membership.~~
- D. The right to vote and to hold elective office or appointive position within the Association shall be limited to Active members.~~The right to vote and to hold elective office or appointive position within the association shall be limited to Active members. (CTA Bylaws Article III, 5.)~~
- E. Members shall receive special services, obtain assistance in the protection of professional and civil rights, and receive reports and publications of the Association.~~Active members shall be eligible to vote in all elections, hold elective office or appointive position, receive special services, obtain assistance to the protection of the professional and civil rights, and receive reports and publications of the Association.~~

- F. ~~An individual who is serving as a negotiator for a public school employer shall not be eligible for membership in the Association.~~
- G. Active members shall adhere to The Code of Ethics of the Education Profession.
- H. The rights to and privileges of membership shall not be abridged in any way because of age, sex, race, color, ethnic group, marital status, national origin or sexual orientation.
- I. No member of the Association may be disciplined by the chapter without due process. Due process includes the right to select representation, to present evidence on their behalf, to confront and cross-examine their accuser and any other witnesses against their, and to examine and refute all evidence considered by the hearing panel, whether or not such evidence is presented at a hearing. The member has the right to appeal the decision of the hearing panel to the governing body. ~~No member of the Association may be disciplined without a due process hearing, which shall include the established appellate procedure.~~
- J. The membership year shall be that period of time from September 1 of any given calendar year through August 31 of the following calendar year, inclusive.

~~Unless otherwise expressly provided by law, persons who tender agency fees shall have no rights or privileges within this Association.~~
- K. An individual who is serving as a negotiator for a public school employer shall not be eligible for membership in the Association.

V. DUES, FEES, AND ASSESSMENTS

- A. The basic annual dues level for Active members, and representation fee for non-members represented in the bargaining unit, shall be sufficient to cover the operating

expenses of the Association, the dues of CTA, and the dues of NEA.

- ~~B. The Association's portion of the basic annual dues, and the representation fee for non-members, shall be established by action of the Representative Council at the last regular meeting of the school year. The Association's portion of the basic annual dues shall be established by action of the active membership of the Association at the last regular meeting of the school year. The Association's portion of the basic annual dues, and the representation fee for non-members, shall be established by action of the Representative Council at the last regular meeting of the school year.~~

~~The chapter shall apportion any negotiated representation fee or organizational security fee on the same percentage basis as the full SRTA/CTA/NEA dues.~~

- C. Membership in a given class or category shall be continuous after initial enrollment until delinquent or until a change in professional status shall make the member ineligible for that class or category. If by October 31 of any calendar year a member has not either paid the established annual membership dues for the current membership year, or made satisfactory arrangements for payment, then that person's membership shall be considered delinquent and the name dropped from the rolls.

VI. POLICY-MAKING BODY

- A. The policy-making body of the Association shall be a Representative Council. The Representative Council, comprised of Active members of the Association, derives its powers from and shall be responsible to the Active membership.
- B. The Representative Council shall be composed of the following Active members.
1. ~~Voting members of the Executive Board;~~

2. Representatives elected on the basis of one-person one-vote;
~~Executive Board, ex officio voting (by virtue of one's position or status); ¶~~
- ~~3. Faculty representatives and special group representatives elected on the basis of one person one vote per site or special group; ¶~~
- ~~4. Additional representatives, at the Representative Council's discretion. ¶~~
 - ~~a) Any group not represented above can petition the Executive Board for a representative. ¶~~
- ~~5. The following additional representatives: ¶~~
 - ~~a) CTA State Council Representatives; ¶~~
 - ~~b) Any members of the Association who hold CTA/NEA offices or committee appointments, ex officio non voting; ¶~~
 - ~~c) Representative from Special Services; ¶~~
 - ~~d) Representative from Hourly Employees; ¶~~
 - ~~e) Negotiations Chair, ex officio non voting; ¶~~
 - ~~f) Grievance Chairman, ex officio non voting; ¶~~
 - ~~g) Communications Chair, ex officio non voting; ¶~~
- ~~6. Membership Chair, ex officio non voting;~~

C. The Representative Council shall:

1. Establish Association policies and objectives;
2. Adopt the annual budget of the Association on or before the first meeting of the school year;
3. Approve the establishment or discontinuance of committees recommended by the Executive Board;

4. Establish the dues of the Association, and

~~Approve tentative agreements for Collective Bargaining Agreement brought forward by the Executive Board.~~

- D. The Representative Council shall meet at least once during each school month; the number, place and time of meetings to be decided by the Executive Board.
- E. Special meetings of the Representative Council may be called by the President, the Executive Board, or by the petition of twenty percent (20%) of the membership.
- F. Special meetings of the Representative Council shall be called for a specific purpose and no business other than that for which the meeting is called may be transacted.
- G. Notices and agendas for all meetings of the Representative Council shall be sent to all members of the Representative Council at least two days prior to the date of the meeting.
- H. For emergency meetings of the Representative Council during crisis situations, the Executive Board shall adopt procedures to notify representatives of meeting dates, places, and times.
- I. ~~Representative Council meetings may be held in an electronic format, such as a webinar only for the purpose of dispensing information to members, provided that all bargaining unit members are invited to be a part of the webinar with the ability to ask questions and hear all responses. Voting on action items during a webinar is strictly prohibited.~~
- J. A quorum for all meetings of the Representative Council shall consist of a majority of all voting members of the Representative Council.

~~Members of the Representative Council shall serve a term of one year. (Except for the CTA State Council Representatives whose terms are set by CTA, and Executive Board members whose terms are set by the SRTA bylaws.)~~

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VII. FACULTY AND SPECIAL GROUP REPRESENTATIVES

- A. Faculty and Special Group representatives shall be elected by and from the Active membership for each group. Such election shall be by open nominations and by secret ballot.
- B. Representatives shall serve a term of 1 year.
- C. Each Faculty and Special Group shall be entitled to at least two representative(s); one voting representative for each twenty (20) active members on the faculty or major fraction thereof.
 - 1. 1-30 members: 2 reps, one voting and one non-voting;
 - 2. 31-50 members: 2 reps;
 - 3. 51-70 members: 3 rep;
 - 4. 71-90 members: 4 reps;
 - 5. 91-110 members: 5 reps; *et cetera*.
- D. Each Faculty or Special Group Representative position can be shared by two members. This must be communicated to the corresponding Exec Board Level Representative(s), the Secretary, and the Treasurer.
- E. Active members who are not represented through an individual school faculty group shall be counted as a Special Group entitled to the same representation on the Representative Council as individual school faculty groups.
- F. Vacancies may be filled by properly elected replacements.
- G. Faculty Representatives shall:
 - 1. Conduct constant and ongoing liaison between the Representative Council and the Active members of the faculty unit;
 - 2. Serve as the official channel through which written communications and publications can be easily and