

AFT Missouri, AFL-CIO 2018-2019 Constitution & Bylaws



A Union of Professionals

AFT Missouri
AFL-CIO

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**AFT Missouri, AFL-CIO
Constitution**

ARTICLE I: NAME

This organization shall be known as AFT Missouri, AFL-CIO.

ARTICLE II: OBJECTIVES

The objectives of this Federation shall be:

Section 1. To provide a practical means of advancing and protecting the best interests of education in the State of Missouri and the United States.

Section 2. To promote, in affiliation with organized labor, the professional, social, and economic welfare of the teachers and other educational workers of the State of Missouri and the sound education advancement of the students of the State of Missouri.

Section 3. To raise the standard of the teaching profession by advancing and protecting the professional and economic interests of its locals.

Section 4. To work to secure such legislation as will provide adequate financial support of the public schools in Missouri.

Section 5. To seek a minimum salary level within the state which will enable the teachers and other educational workers of the schools in Missouri to work in an atmosphere of freedom and self-respect.

Section 6. To obtain for the teachers and other education workers of the State of Missouri the civil and personal rights which they are justly entitled.

ARTICLE III: MEMBERSHIP

Section 1. This Federation shall consist of all locals, including such locals' chartered retiree chapters, of the American Federation of Teachers, AFL-CIO, in the state of Missouri.

Section 2. Member locals may be suspended for failure to pay per capita dues within two (2) months. However, upon submission by a local of credible written evidence of financial distress, an additional thirty (30) days may be provided to the local to pay its per capita. Any local whose actions run counter to the state objectives in Article II of this Constitution may be suspended. A local may be suspended on written charges presented at a regular or special meeting of the Executive Board and by a two-thirds (2/3) vote of the Executive Boards at the meeting following the presentation of charges.

Section 3. An applicant for membership-at-large may be admitted to membership if the applicant resides in an area where there is no affiliated local.

Section 4. A local's right to service, assistance, and representation at AFT Missouri meetings and/or participation in AFT MISSOURI sponsored conferences or events may be denied by the Executive Board if the local is not in good standing.

ARTICLE IV: OFFICERS

Section 1. The elective officers of this Federation shall be President, First Vice President, Secretary, and Treasurer and one Vice President for retirees. Each local shall have one seat on the state federation Executive Board and the individual filling that seat shall be the local president or his /her designee. Locals with more than 750 members shall each be provided one additional seat on the state federation Executive Board. The individual holding that additional seat will be an elected official of the local or his or her designee.

Section 2. The President, First Vice President, Secretary, Treasurer, and the Retiree Vice President will be elected in even numbered years. The Retiree Vice President shall be elected by those retirees who belong to the retiree chapters in their locals and are members in good standing. The term of office for all elected positions commence the first day of July after the spring Convention. The period of time between the Convention and July 1 shall be used as a transition period between the outgoing and incoming officers. All officers may succeed themselves in the same offices.

Section 3. There shall be no more than two (2) representatives from any one local including the officers.

Section 4. Nominations for offices shall be made by filing or from the floor.

Section 5. A member of a local may become a candidate for office by filing with the Secretary for an office thirty (30) days prior to the Federation Convention, provided the candidate submits to the Secretary the signatures of ten (10) persons from the candidate's local petitioning for the candidacy. However, no retiree shall be eligible to run for the office of President, First Vice President, Secretary or Treasurer.

Section 6. No campaign materials to be used in state nominations and elections, unless cleared by the chairperson of the Nominations, Elections and Credentials Committee, shall be printed in any of the state offices. However, announcements of nominations and elections may be made in the official publication of AFT Missouri.

Section 7. The election of officers may be by acclamation for any office for which there is only one nomination. In cases where there is more than one nomination for office, election shall be by ballot vote of the Convention delegate strength. The plurality of votes cast for those elective offices shall determine the winner of those elective offices.

Section 8. On all ballot votes at the Annual Convention, each local represented shall be entitled to a number of votes equal to the average membership as defined in Article VIII of this Constitution. The votes of a local shall be distributed as evenly as possible among the delegates present at the time of the voting, but votes shall not be fractioned. All additional votes shall be assigned by lot or by an objective formula which has been previously reported to the Nominations, Elections and Credentials Chair of AFT Missouri, with no delegate getting more than one (1) of the additional votes.

Section 9. The Executive Board shall have the power to fill vacancies until the next Convention. If an elected officer or chair of a standing committee misses two (2) meetings per year whose absence is not excused by the Executive Board, that position may be considered vacant. However, in the event of a vacancy in the office of the President, an election for a successor shall be held within sixty (60) days among the members of the Executive Board.

ARTICLE V: DUTIES OF OFFICERS

Section 1. The President shall:

- A. Preside at all meetings of AFT Missouri and of the Executive Board;
- B. Appoint the chair of temporary committees;
- C. Carry out the policies and directives of the Executive Board; and
- D. Be a delegate to the Convention of the American Federation of Teachers (AFT) and the Missouri AFL-CIO Convention. If the President is not able to attend, the Executive Board shall elect an alternate from the members of that Board.

Section 2. The First Vice President shall serve as President in the absence of the President.

Section 3. The Secretary shall:

- A. Send the notice of meetings to the presidents of all member locals;
- B. Conduct all necessary correspondence;
- C. Keep a file of all important matters;
- D. Assist the Nominations, Elections and Credentials Committee;
- E. Keep minutes of all meetings, mail to all presidents of affiliated locals a copy of the minutes within two weeks (14 days) following each meeting; and
- F. Distribute to the delegates copies of proposed amendments and resolutions at least six (6) weeks before the State Convention convenes.

Section 4. The Treasurer shall:

- A. Send a monthly financial statement to each local President;
- B. Be bonded to protect the funds in the Treasurer's possession. The amount of the bond shall be determined by the Executive Board. The bond shall be placed in the possession of the Secretary.

ARTICLE VI: EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the elected officers, the retiree vice president, and those presidents, or their designees, of the locals in Missouri who are affiliated with the state federation as well as the additional representative from each local with more than 750 members.

Section 2. Successful motions of the Executive Board must pass as follows:

- A. Two-thirds of the officers present;
- B. The votes in the affirmative must represent fifty percent plus one (50% + 1) of the membership of the Federation.
- C. If any one local represents fifty percent plus one (50% + 1) of the entire membership of AFT Missouri, the percentage indicated in Section 3b. shall become forty percent plus one (40% + 1).

Section 3. Each Vice President shall have one vote unless a weighted vote is called for in which event each vice president shall vote the membership strength of his or her locals. The voting strength for the Retiree Vice President shall be one-quarter (1/4) of the actual retiree membership that he or she represents. The President, First Vice President, Treasurer, Secretary, each receive one (1) vote in the computation for Article VI, Section 3B.

Section 4. The Executive Board shall meet in the fall, in the winter, in the spring, and in the summer of each year. Other meetings may be called by the President or upon application to the President by any five (5) members of the Executive Board, provided they represent at least three (3) locals. Any meeting may be held by telephone conference call or electronic means.

Section 5. A quorum on the Executive Board shall consist of a majority of the elected officers.

Section 6. The Executive Board shall:

- A. Carry out the decisions of the Annual Convention and shall have the power to act for AFT Missouri in the promotion of its policies during the time between Annual Conventions;
- B. Be empowered to sign contracts with all employees and shall be empowered to make and provide such adjustments in their salaries and working conditions as the Executive Board deems proper and necessary;
- C. The Treasurer shall distribute the approved budget to the delegates at the Annual Convention;
- D. Be empowered to make all necessary and proper expenditures to provide for the day-to-day operation of AFT Missouri. The Executive Board must maintain an annual balanced budget;
- E. Arrange for a report of an independent audit to be presented to the delegates of the Missouri State Convention;
- F. Establish or abolish such special committees as it deems necessary in the interest of this Federation.

ARTICLE VII: CONVENTIONS

Section 1. The Executive Board shall call the Annual Convention meeting in the spring of the year. Beginning in 2016 AFT Missouri shall hold biennial conventions in even-numbered years. The President shall notify local presidents by registered or certified mail the date of the Annual Convention. The notification shall take place at least sixty (60) days prior to the Annual Convention.

Section 2. Any amendment increasing the per capita dues of AFT Missouri shall be brought for consideration to AFT Missouri delegates at a Convention to be held in the summer before August 15.

Section 3. Special Conventions shall be called for at the recommendation of the AFT Missouri Executive Board or at the request of at least five (5) locals constituting a total of at least five percent (5%) of the AFT Missouri, AFL-CIO membership.

Section 3.1. Delegates to Special Conventions shall be the same delegates elected by local members of the AFT MISSOURI to attend the next regular Convention.

Section 3.2. All Sections of Article VIII of the AFT MISSOURI Constitution, with exception of Section 3, shall apply to Special Conventions.

Section 3.3. To be entitled to representation at a Special Convention, AFT MISSOURI member locals shall not be more than two months (60) days in arrears of full per capita. To comply with this provision, such payment shall be made not later than fifteen (15) days prior to the opening date of the Special Convention.

Section 3.4. Notification to hold a Special Convention must be given in writing by the Secretary to all member local presidents and delegates of the AFT MISSOURI twelve (12) weeks before the Special Convention convenes.

Section 4. A quorum for the conducting of business at the Convention shall be a majority of those delegates registered.

ARTICLE VIII: REPRESENTATION

Section 1. Delegates and/or alternates to a Convention from a local shall be elected by secret ballot. Members of each local must be given suitable opportunity to nominate candidates for the office of delegate and alternate. Notice of the right to make nominations must be sent to each member or given a prominent place in the local publication and on bulletin boards. Notice of the right to make nominations and notice of the time and place of election of delegates must be mailed to each member at least fifteen (15) days prior to the election. The results of the election must be published and the ballots kept for one (1) year.

Section 2. (a.) Each member local must send, by email or by registered or certified mail, to the State Office a certified list of all elected delegates and alternates no later than fifteen (15) days prior to the opening date of the Convention. Only delegates and alternates on this certified list bearing the signature of two (2) officers of each member local shall be registered and seated at the Convention.

Section 2. (b.) Event of non-delivery to the State Office of the certified list of elected delegates and alternates: The AFT MISSOURI Executive Board may recommend the seating of the delegates and alternates only upon the submission, by the President, Secretary or ranking delegate of the member local, of a statement certifying the list of elected delegates and alternates, accompanied by the duly authorized duplicate credentials and receipt showing that the originals were sent to the State Office by registered or certified mail, postmarked no later than fifteen (15) days prior to the opening date of the Convention.

Section 3. To be entitled representation at a Convention, full per capita must be paid through March 31 of the Convention year, such payment to be made no later than fifteen (15) days prior to the opening date of the Convention.

Section 4. One (1) delegate to the State convention may be elected by each affiliated local having a membership of twenty-five (25) or less. Each affiliate may elect one (1) additional delegate for each fifty (50) members, or major fraction thereof, according to the following:

<u>MEMBERSHIP</u>	<u>NUMBER OF DELEGATES</u>
25 or less	1
26-75	2
76-125	3
126-175	4
176-225	5
226-275	6
276-325	7
326-375	8
376-425	9
426-475	10

Section 5. For the purpose of this Article, membership shall mean the average number on which per capita tax has been paid for the first twelve (12) months of the fourteen (14) month period immediately preceding the month in which the Convention meets, provided that:

- A. No local in arrears, in violation of Section 3 of this Article, shall be entitled to representation at any meeting or shall have its delegates seated for any voting purpose, unless that local shall have made all arrears payments of per capita at least fifteen (15) days prior to the date of the meeting;
- B. In the case of locals which have been chartered during the year preceding the Convention, the average shall be computed on the basis of the number of months of affiliation, the minimum of such computation to be two (2).

Section 6. For the purpose of this article, each chartered retiree chapter shall be entitled to count its membership strength at one quarter (1/4) of the actual number of members during the period set forth in section 5 of this article. Such delegates are entitled to all rights and privileges of a delegate except that such delegates shall not be entitled to nominate any candidate for office or vote in the elections of officers unless such delegate has been elected to that position by secret ballot vote.

Section 7. The votes of a local shall be distributed as evenly as possible among the delegates present at the time of the voting, but votes shall not be fractions. Extra votes shall be assigned by lot with no delegate receiving more than one (1) vote.

Section 8. When a delegate leaves the Convention, the delegate's place in the Convention may be taken by an alternate, if any has been certified, in the order as listed in the certification of delegates. No other transfer or substitution of voting rights shall be allowed.

ARTICLE IX: VICE PRESIDENTS OF THE AMERICAN FEDERATION OF TEACHERS

Section 1. National Vice Presidents of the American Federation of Teachers may be elected members of the Executive Board.

ARTICLE X: REVENUE

Section 1. AFT MISSOURI dues shall be nine dollars and fifteen cents (\$9.15) per capita per month for each member. Members whose salary is less than the beginning teacher's salary in their district or less than \$18,000 shall pay per capita dues at one-half (1/2) the regular rate. Members earning under \$10,000 shall pay per capita dues at one-quarter (1/4) the regular rate. Members laid off or on unpaid leave shall pay per capita dues at the rate of one dollar (\$1.00) per month. Retirees shall pay per capita to the state federation at one quarter (1/4) of the current regular rate paid by their respective local.

Section 2. Any member local which is delinquent in per capita dues for two (2) months shall be subject to suspension.

Section 3. A defense fund shall be established. Monies from this fund and donations may be spent for defense and emergency purposes. Such expenditures must be approved in advance by the Executive Board.

Section 4. Annual dues for members-at-large shall be set by the Executive Board, but shall be no less than the per capita for AFT Missouri plus the per capita of the National Federation plus the charge for the occupational liability insurance.

ARTICLE XI: REFERENDUM

Section 1. The Executive Board may at any time take a referendum vote to determine the policies concerning problems arising between annual conventions.

Section 2. A vote by referendum may be taken either at the recommendation of the Executive Board or at the request of at least five (5) locals containing at least five percent (5%) of the AFT Missouri, AFL-CIO, membership.

Section 3. The President of AFT Missouri shall send by mail and/or email the question to be voted on, including the date the request for a vote by referendum was received, to each local in good standing no later than two weeks (14 days) following receipt of the request for referendum.

Section 4. Any member of the AFT MISSOURI in good standing on the date the request for vote by referendum was received shall be eligible to vote. Others who join after that date may not vote on the referendum being considered.

Section 5. It shall be the responsibility of the president of each local in good standing to mail and/or email a list of all its members in good standing eligible to vote in the referendum, and the last known address of each member, to the President of the AFT MISSOURI no later than two weeks (14 days) after receiving notification of the request for vote by referendum.

Section 6. There shall be a period of two months (60 days) following the date the request for vote by referendum was received by the President of the AFT MISSOURI, which shall be transmitted within two weeks to the president of each local, during which the proponents and opponents shall be given opportunity to debate the issue through the regular channels of the Union, at the end of which time the President of the AFT MISSOURI shall send to the individual members of all locals in good standing and members-at-large, who were eligible as defined in Section 4 of this Article, ballots upon which members shall cast their votes.

Section 7. The Executive Board shall choose an independent online election company to conduct the election. The closing date of the referendum shall be fourteen (14) days from the date ballots are mailed and/or emailed from the State Office.

Section 8. Election results will be emailed to the Local Presidents to be distributed to members of their respective local. Election results will also be posted on AFT Missouri's web-site within one week of the closing date of the referendum.

Section 9. The President of the AFT MISSOURI shall notify by mail the president of each local the results of the referendum no later than one week (7 days) following receipt of the count.

Section 10. Any policy adopted by referendum shall become binding on AFT MISSOURI members one month (30 days) following the date the results were determined.

ARTICLE XII: AMENDMENTS

Section 1. All proposed amendments must be presented in writing to the Secretary five (5) weeks before a Convention and be distributed by that officer to the delegates and the local president of each member local three (3) weeks before the Convention convenes.

Section 2. All amendments are to be submitted by a local in good standing or by the Executive Board. All amendments shall bear the signature of at least two (2) elected officers of the local introducing the amendment.

Section 3. Amendments to the Constitution shall be adopted by a ballot vote of the registered delegates. A two-thirds (2/3) vote of the delegate strength is required for adoption.

Section 4. Amendments may be adopted by a referendum of the locals as described in Article XI.

ARTICLE XIII

The rules contained in the current edition of *Robert's Rules of Order, Newly Revised* shall govern this State Federation in all cases in which they are applicable in which they are not inconsistent with rules regularly adopted by this Federation.

End of the AFT Missouri Constitution.

The following are the adopted Bylaws of this State Federation.

AFT Missouri, AFL-CIO BYLAWS

ARTICLE I: STANDING COMMITTEES

Section 1. The standing committees of this Federation shall be: (a) Legislative-COPE; (b) Budget and Auditing; (c) Nominations, Elections and Credentials; and (d) Defense

Section 2. Each of these standing committees shall be chaired by a Vice President elected by the Executive Board.

Section 3. Other committees shall be formed and chaired by members of the Executive Board. Chairs of temporary committees shall be appointed by the President.

ARTICLE II: DUTIES OF COMMITTEES

Section 1. The Legislative-COPE Committee shall be responsible for the legislative program of this Federation.

Section 2. The Credentials and Elections Committee shall certify the delegates, and conduct the election at the Annual Convention.

Section 3. The Budgeting and Auditing Committee shall present for approval to the Executive Board, prior to the Annual Convention, a balanced budget for the next fiscal year. AFT MISSOURI shall adhere to the audit requirements specified in the AFT Constitution. A copy of the approved budget and audit report shall be mailed to each Executive Board member and each delegate to the State Convention at least ten (10) days before the convening of that Convention each year. All financial records shall be kept in an active file for three (3) years.

Section 4. The Defense Committee shall make recommendations to the Executive Board on the amount of expenditure to be spent on any defense action or emergency that faces the Missouri Federation or its member locals.

ARTICLE III: RECALL

Section 1. An elected officer, after having served six (6) months, may be recalled by a majority vote of the delegate strength at a State Convention for the following reasons:

- A. Failing to fulfill the duties of office.
- B. Committing acts contrary to the Constitution and Bylaws of this Federation.
- C. Malfeasance.

Section 2. The procedure to recall shall be as follows:

- A. Written charges signed by two (2) people, not of the same local, shall be presented to the Executive Board at least one month (30 days) before the State Convention.
- B. The Secretary shall present the charges to the delegates at the State Convention.
- C. The accused and the accuser, or representatives, shall have a right to speak before the delegates at the State Convention.
- D. Any decision rendered by the delegates shall be made following open debate.

ARTICLE IV: FIELD REPRESENTATIVES AND AFFILIATE LOCAL ORGANIZATIONS

Section 1. Elected officers, field representatives, and appointed representatives of the AFT MISSOURI shall be apolitical in the operation of this Federation and in working with any member local.

Section 2. The president of each affiliate local organization shall be a delegate to the Convention of the American Federation of Teachers (AFT) and the Missouri AFL-CIO Convention. If the President is not able to attend, the Executive Board shall elect an alternate from the members of that Board.

Section 3. No member local of the AFT MISSOURI can interfere in the political or internal operations of another member local.

ARTICLE V: EMPLOYMENT POLICY

All salaried staff positions to be filled must be advertised in a special bulletin or newsletter and mailed to each local president to be distributed to local membership before any recommendation to hire shall be made to the Executive Board. A two-thirds (2/3) vote of the executive board shall be necessary to hire an executive director for the state federation.

ARTICLE VI: GOOD STANDING

Section 1. To be in good standing, a member local must meet the following requirements:

- A. Payment of per capita to AFT Missouri, AFL-CIO on all members, with arrears not to exceed two months;
- B. Current in submission to AFT Missouri, AFL-CIO of names and address for the principal executive and financial officers;
- C. Current in submission to AFT Missouri, AFL-CIO the names and addresses of current members of the affiliate's executive board;
- D. Current in submission to AFT Missouri, AFL-CIO of a membership roster; and
- E. Current in submission of a copy of the member local's up-to-date constitution.

Section 2. Only member locals in good standing shall be eligible for representation at the AFT Missouri, AFL-CIO Convention.

ARTICLE VII: AMENDMENTS

Section 1. All proposed amendments must be presented in writing to the Secretary nine (9) weeks before a Convention and be distributed by that officer to the local president of each member local six (6) weeks before the Convention convenes who shall give each delegate a copy.

Section 2. All amendments are to be submitted either by a local in good standing or the Executive Board. All amendments shall bear the signature of at least two (2) elected officers of the local introducing the amendments.

Section 3. Amendments to the Bylaws shall be adopted by a ballot vote of the registered delegates. A majority vote of the delegate strength is required for adoption.

Section 4. Amendments may be adopted by referendum of the locals as described in Article XII of the State Constitution.

End of the AFT Missouri Bylaws.



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