

# **San Diego Education Association-Retired SDEA-R/CTA-R/NEA-R**

## **BYLAWS**

### **Article I: Name**

The name of this body shall be the San Diego Education Association-Retired (SDEA-R), California Teachers Association-Retired (CTA-R), National Education Association-Retired (NEA-R), SDEA/CTA/NEA-R.

### **Article II: Affiliates**

SDEA-Retired shall be the local affiliate within the San Diego Education Association (SDEA) and the California Teachers Association-Retired (CTA-R) and the National Education Association-Retired (NEA-R), SDEA-Retired continues to be recognized as a membership category within the SDEA Bylaws as mutually agreed to.

### **Article: III Purpose**

This Association shall be dedicated to the promotion of retirement benefits through:

1. promoting the social, professional and economic status and the general welfare of retirees;
2. promoting volunteer participation by its members in educational and civic affairs; and
3. promoting united action with SDEA and local affiliates of CTA-R and NEA-R

### **Article IV: Membership**

#### **Section 1: Eligibility**

Any person may become a member of SDEA-R, CTA-R and NEA-R, upon payment of membership dues, if the person meets the following requirements:

1. is or was ~~at the time of retirement\*~~ a member of SDEA/CTA/NEA. Life SDEA-Retired members who joined prior to date of approval and adoption of

- these bylaws remain Life SDEA-Retired members;
2. is a qualified member of California State Teachers Retirement System (STRS), or Public Employees Retirement System (PERS);
  3. upon a majority vote of the SDEA-Retired Executive committee, membership may be extended to a retired teacher from another district or state;
  4. pre-retired members of SDEA/CTA/NEA shall be eligible to become pre-retired subscribers of SDEA/CTA/NEA-Retired;
  5. pre-retired subscribers shall not be eligible to receive the benefits and services of SDEA/CTA/NEA-Retired as authorized by the SDEA/CTA/NEA-Retired Board of Directors; and
  6. pre-retired subscribers shall not have the right to vote in any election of SDEA/CTA/NEA-Retired officers, SDEA/CTA/NEA-Retired Representatives to the CTA State Council of Education nor SDEA/CTA/NEA-Retired Representatives to the NEA Representative Assembly.

## **Section 2: Rights of Membership**

1. Each member of SDEA-Retired shall have the right to vote and hold office in SDEA-Retired and shall receive all SDEA-Retired publications and mailings; and
2. No member may be censured, suspended or expelled from membership without due process.

## **Article V: Officers**

### **Section 1: Titles**

SDEA-Retired elected officers shall be President, Vice President, Secretary, Treasurer and two SDEA-Retired Representatives (2).

### **Section 2: President**

The President shall:

1. call regular and special meetings and preside over said meetings;
2. appoint with advice and consent of the Executive Committee members of all standing and ad hoc committees unless otherwise provided for;
3. be a member ex officio of all SDEA-Retired committees, except the Nominating Committee; and
4. Serve as the official spokesperson for SDEA/CTA/NEA-Retired.

### **Section 3: Vice President**

The Vice President shall:

1. preside at meetings in the absence of the president;
2. have all the powers and perform all the duties in the absence or the incapacity of the president;
3. succeed to the office of the President if that office becomes vacant before the end of the term; and
4. represent the Executive Committee on the membership committee, support the promotion and organization of SDEA-Retired programs, and perform other duties as assigned by the President.

### **Section 4: Secretary**

The Secretary shall:

Maintain the records of the Association; and maintain a current roster of SDEA-Retired membership.

### **Section 5: Treasurer**

The Treasurer shall:

1. maintain the financial records of the association;
2. prepare, with staff support, a monthly accounting report of all SDEA-Retired funds; and
3. with the Executive Committee, prepare an annual proposed budget for submission to the general membership.

## **Section 6: SDEA-R Reps(s) to the SDEA Rep Council**

The SDEA-Retired Council Representative(s) shall:

1. attend all SDEA regular and special representative meetings and report, at the next regularly scheduled SDEA-Retired meeting; and
2. serve as representative(s) to the SDEA Council in matters of concern to SDEA-Retired; and
3. one SDEA SDEA-Retired alternate representative to the SDEA Rep Council will be elected to a two year term.

## **Section 7: Removal of Elected Officer**

Any elected officer of SDEA-Retired who is accused of misconduct as an Association Officer, following due process, may be removed by a majority vote of members present and voting at the next General Membership meeting.

## **Article VI: Executive Committee**

### **Section 1: Makeup**

The elected officers, the immediate past president, and the SDEA-Retired Council Representative(s), shall comprise the Executive Committee. The CTA-R Council Representative, Region IV may be invited to serve as an ex officio member.

### **Section 2: Authority**

The Executive Committee shall have the power to transact any and all business for the welfare of SDEA-Retired.

### **Section 3: Meetings**

The Executive Committee shall meet prior to each regular membership meeting and report, when appropriate, to at the next General Membership meeting.

### **Section VII: Staff**

The Executive Committee will contact SDEA for the assignment of a staff liaison.

## **Article VIII: Nomination and Elections**

SDEA-Retired officers shall serve for a term of two years and be eligible for an additional term of two years. In no circumstances shall any officer serve more than five years consecutively at any one position unless at the time of nominations no other candidate is nominated. An officer may be elected and nominated beyond the two term limit in the event no other eligible member is nominated.\*\*\*\*\*

### **Section 1: Nominations**

1. The Nominating Committee selected in January shall consist of the immediate Past President, two members appointed by the President and two members elected in the General Membership as provided the Standing Rules.
2. The Nominating Committee shall submit its report to the Executive Committee in April.
3. The slate of nominees will be published prior to the election at the May meeting.

### **Section 2: Elections**

1. The election shall be held at the May meeting at which time nominations/self nominations may be made from the floor.
2. The election shall be by ballot except when there is Only one candidate for each office, in which case the ballot shall be waived and the election shall be by acclamation.
3. Elections shall be by plurality of members voting.
4. Officers of the Association shall assume duties at the completion of the election process at the June meeting or the meeting in which the election is conducted.
5. The Executive Committee shall fill all vacancies by appointment.
6. Vacancies filled by appointment of the Executive Committee shall be ratified by a majority of those in

attendance and voting at the next General Membership meeting;

## **Article IX: Meetings**

### **Section 1: Membership**

~~Meetings of SDEA Retired membership shall be the fourth Tuesday of each month:~~ Meetings of SDEA-Retired membership shall be set by the membership.\*

### **Section 2: Executive Committee**

Special meetings of the Executive Committee shall be called upon written request by a majority of Executive Committee members

## **Article X: Business and Fiscal year**

### **Section 1: Fiscal year**

The fiscal year of SDEA-Retired shall be from July 1 to June 30.

### **Section 2: Membership Dues**

The dues of the SDEA-Retired shall be set by the Executive Committee and noticed to the SDEA for inclusion in the appropriate documents.

### **Section 3: Expenditure Control**

The SDEA Controller and the SDEA-Retired Treasurer shall maintain a record of all SDEA-Retired financial accounts.

### **Section 4: Annual Audit**

An Audit Committee consisting of the SDEA Controller and SDEA-Retired members appointed by the President shall perform an annual audit of SDEA-Retired funds. A report by the SDEA Controller and the SDEA-Retired Treasurer shall be presented at the regularly scheduled membership meeting in September.

## **Article XI: Amendments**

### **Section 1: Proposal**

Any SDEA-Retired member may propose written amendments and revisions to these Bylaws at a regularly scheduled meeting. The proposed amendments must be

reviewed by the SDEA-Retired Bylaws Committee. The Bylaws Committee, appointed by the President, shall review the Bylaws regularly and propose changes as necessary.

## **Section 2: Publication and Adoption**

Proposed amendments or revisions must be published for the SDEA-Retired membership at least 30 days prior to the membership meeting at which they are first presented. Adoption shall be at the following meeting by a majority vote of members present.

## **Section 3: Effective Date**

Amendments to these Bylaws shall be effective upon the date of approval by the SDEA-Retired membership.

## **Section 4: Waiver**

Any part of these Bylaws may be waived by at least a 2/3 vote of the membership present and voting. The waiver shall be in effect only during the current membership year in which it was passed.

# **Article XII: Parliamentary Authority**

## **Section 1: Parliamentarian**

The President shall appoint a parliamentarian.

## **Section 1: Parliamentary Procedure**

The latest edition of Robert's Rules of Order shall determine all questions of parliamentary procedure not covered by these Bylaws.

# **Article XIII: Rules of Operation**

## **Section 1: Purpose**

The Executive Committee shall establish a set of Rules of Operation to guide the officers in carrying out their duties. The Rules shall be the property of the Executive Committee.

## **Section 2: Notice**

The President will present the Rules of Operation to the membership at the first general membership meeting of the year.

## **SDEA Standing Rules Article IX Section 6.**

### **SDEA/SDEA-Retired Agreement**

- a. Staffing: As dues paying members of both CTA and NEA, SDEA agrees SDEA-Retired is entitled to at least 10 hours of SDEA staff times per month without charge. The SDEA Board or its designate, shall determine who will be assigned with the following provisions:
  1. SDEA Staff will not be assigned to attend SDEA-Retired meetings unless requested by an SDEA-Retired officer.
  2. Official contact between SDEA-Retired and SDEA will be through the Presidents or their designee.
  3. Additional use of staff time beyond the 10 hours shall be mutually agreed upon.
  4. A cost schedule shall be provided by SDEA to SDEA-Retired for use of the various levels of staff.
- b. Finances: SDEA and SDEA-Retired agree that Income and dispersal of SDEA-Retired funds shall be through the SDEA-Retired President or Treasurer. The guidelines shall include:
  1. The SDEA-Retired President or his designee shall approve all funds dispersed from SDEA-Retired funds.
  2. A monthly statement of income and expenses shall be made available to the SDEA-Retired Treasurer not more than 30 days after the close of the month's activities.
  3. An SDEA-Retired membership list shall be submitted monthly to SDEA-Retired by SDEA electronically.
- c. Facilities: Both SDEA and SDEA-Retired

members have invested in the facilities that are owned by SDEA, but SDEA-Retired recognizes that the cost of upkeep, cleaning, and other maintenance is continuing. Therefore, the following shall be recognized:

1. SDEA-Retired may use SDEA facilities at no cost, when available.
2. SDEA will provide a schedule of room set up costs.

e. Services: Members of SDEA-Retired should be treated in the same manner as members of SDEA when it comes to services. However these conditions must prevail:

1. Services involving use of materials, creativity, or machines should be considered beyond the normal scope of service to members and be charged to SDEA-Retired according to a prepared schedule of costs.
2. Member services involving professional advice, legal rights, contractual rights, or inter- Retired President or his/her designee.

f. SDEA-Retired shall report to the SDEA Board of Directors twice a year. SDEA-Retired is welcome to present to the Board at other times under the "member issues" time on the agenda.

g. SDEA and SDEA-Retired shall establish a committee of three members from each organization to meet twice annually to discuss issues that are of mutual concern. The committee may make recommendations to their respective governing bodies. The committee may meet more often at its own choosing.

3. No service shall be rendered at a cost to SDEA-Retired without the written acceptance of the SDEA-Retired.