***CONSTITUTION OF THE OSCEOLA COUNTY EDUCATION ASSOCIATION***

***OSCEOLA COUNTY, FLORIDA***

**ARTICLE 1 - NAME**

 The name of this organization shall be the Osceola County Education Association also referred to as OCEA or the Association.

# **ARTICLE II - PURPOSE**

The purpose of this organization shall be to**:**

1. promote high professional practices
2. promote cooperation with other groups having educational interest
3. provide leadership opportunities for its members
4. advocate for its members
5. support the local, state, and national professional organizations
6. Improve educational opportunities in this county, this state, this nation.
7. Hold property and funds for the attainment of these purposes.

# **ARTICLE III – MEMBERSHIP** (Board Approved 2009)

All personnel employed by the School District of Osceola County except for administrators and those who are represented by another bargaining unit shall be eligible for membership.

1. Membership shall be admitted to membership in the Association  as prescribed in the by-laws.
2. Membership may be classified as full or part time.
3. Suspension and Revocations: The membership of any member may be suspended or revoked in the manner and upon the grounds as prescribed in the by-laws. *(Article III, Section IV.)*

**ARTICLE IV - DUES**

Annual dues of the local Association shall be determined as spelled out in the bylaws.

# **ARTICLE V- OFFICERS**

1. The officers of this Association shall be a President, two Vice-Presidents, a Secretary, and a Treasurer. One Vice-President shall be from the ESP membership category and one shall be from the instructional category. (This portion will take effect in the next membership year after the ESPs become part of the bargaining unit.) All officers shall be elected by the membership and serve for a period of three (3) years. Duties of the officers shall be those customarily performed by constitutional officers unless otherwise specified in the by-laws.
2. There is to be a guarantee of (1) minority representative on the Executive Committee. A special election shall be held to elect that representation on the Executive Committee**.**
3. Officers shall be elected by the membership on a date specified by the Association Representative Council.
4. Balloting shall be held in each site where there are OCEA members.
5. Only those current active members shall vote and hold office.
6. There will be elected representatives to the FEA Governance Board. One representative shall be the OCEA President. All others shall be elected by the general membership.

**ARTICLE VI - ASSOCIATION REPRESENTATIVE COUNCIL**

1. The Association Representative Council of the OCEA shall be composed of elected officers and work site representatives elected by the OCEA. members in the site to which they are assigned. Representatives shall be elected by their constituencies, teachers or educational support professionals.
2. Each school shall have one representative from both the instructional and ESP categories when applicable.
3. The immediate past President shall, upon leaving office, become an ex-officio member of the Association Representative Council for a period of one year, providing he/she maintains active membership in the Association.
4. The Association Representative Council shall have general control over the affairs of the Association and shall have the power to approve the President's appointments to special and standing committees of the Association.

**ARTICLE VII – EXECUTIVE COMMITTEE**

The Executive Committee is composed of the constitutional officers and teacher representatives from the Elementary, Middle School, High School, District Wide, Multi-level Schools, Minority Representative,and ESP membership categories.

# A**RTICLE VIII - MEETINGS**

 General membership and Board of Director’s meetings of the Association shall

be held throughout the year. The President with the advice of the Association Representative Council shall determine the time and place of these meetings.

Special meetings may be called as the need arises.

# **ARTICLE IX– QUORUM**

A quorum for all general meetings of the Association shall be as provided in the Bylaws, Article IX.

**ARTICLE X --- DUE PROCESS**

After due notice and hearing, the Association Representative Council, by a two-thirds (2/3) vote, may suspend or expel any member of the OCEAwho shall have violated the Code of Ethics of the teaching profession, and may reinstate a member who has previously been suspended or expelled from the Association.

# **ARTICLE XI – AMENDMENTS**

1. Amendmentsto the Constitution may be proposed by either:

1. A majority vote of the Association Representative Council.

2. A petition signed by minimum of 50active members of the

Association.

1. All proposed amendments to the Constitution shall be presented in writing to the Constitution and Bylaws Committee.
2. Amendments proposed as prescribed in Section A, above shall

 be presented by the Constitution and Bylaws and Committee to the Association Representative Council for recommendation to the

membership.

1. The text of the proposed amendment shall be printed and posted at each worksite and assessable to all members a minimum of thirty (30) days prior to its consideration.
2. Amendments to this Constitution shall then be adopted by two-

 thirds of the votes cast by the membership.

# **ARTICLE XII- DISSOLUTION**

 On dissolution of this organization all of its assets remaining after payment of all costs and expenses of such dissolution shall be distributed to organizations which have qualified for exemption under Chapter 501of the Internal Revenue Code of 1954 as amendedor to the federal government or to a state or local government for a public purpose, and none of the assets will be distributed to any members, officers or trustees of this organization.

**ARTICLE XIII--- ENABLING PROVISION**

This Constitution and these Bylaws shall become effective September 29, 2010

following their adoption, and shall remain in effect until amended according to

regulations herein provided.

***BYLAWS OF THE OSCEOLA COUNTY EDUCATION ASSOCIATION***

Adopted changes September 29, 2010

**ARTICLE I - NAME**

The name of this organization shall be the Osceola County Education Association, sometimes called the OCEA or the Association.

# **ARTICLE II - OBJECTIVES**

The objectives of this Association shall be:

1. To improve the structure of the Association in order to insure the full and effective participation of all members, thereby establishing and maintaining an independent, self-governing organization.
2. To represent the educational employees of Osceola County in collective bargaining with the Osceola County School Board.
3. To improve the economic and social status of the educational employees of Osceola County.
4. To promote continuous improvement of instruction and curriculum.
5. To work among the public for broad support of education and for improved attitudes toward the profession.
6. To encourage educational employees to exercise their rights and privileges as citizens and to exert leadership in civic affairs.
7. To promote the rights and welfare of all students.
8. To assist each student in realizing his or her maximum potential.
9. To protect and support its members as employees in disputes with the Osceola County School Board or with those acting on behalf of the Board.
10. To advance the professional rights of educational employees by promoting and protecting the rights and welfare of its members, and to enhance professional responsibilities in order to further the consistent development in improvement of the profession and its practitioners.

# **ARTICLE III - MEMBERSHIP**

1. Application for membership shall be open to non-administrative employees employed by the Osceola County School Board. (Board Approved 1/28/02)
2. Dues: Annual dues of the local Association shall be in an amount determined by a vote of the membership at a general meeting, provided notice of any change in the annual dues shall have been provided to all members at least thirty (30) days prior to the date of the general meeting at which the vote is to occur. Dues shall be payable at time of application for membership. Dues for educational support professionals will be one half of the amount for teachers. Payments may be made by payroll deduction.
3. Persons eligible for membership are employees of the School District of Osceola County and who do not have the power to hire, fire, transfer, suspend, promote, evaluate, discipline, or recommend such action. (1/28/02)
4. After due notice and hearing, the Association Representative Council after a recommendation from the Executive Board, by a two-thirds (2/3) vote, may suspend or expel any member who shall have violated the Code of Ethics of the teaching profession, may cancel the membership of any members convicted in a court learned in the law of a crime involving moral turpitude: and may reinstate a member who has previously been suspended or expelled from the Association.

# **ARTICLE IV - OFFICERS AND REPRESENTATIVES**

## The officers of this Association shall be a President, two Vice-Presidents, a Secretary, and a Treasurer.

1. Eligibility for office:
2. All candidates for office in OCEA must have been members in good standing. (4/6/2016)
3. Term of office: The term of office for all officers shall be 3 (three) years. All officers shall serveno more than three (3) electedterms in the same office. In case a vacancy in the office of President occurs, the Association Representatives shall elect which Vice President shall fulfill the term of the President’s office. (4/6/2016)

If the offices of President and Vice-Presidents become simultaneously vacant, the remaining members of the Executive Board shall make recommendations to the Association Representative Council for final approval to elect one (1) of their number to serve as President for the balance of the term. All other vacancies in the offices of this Association shall be filled for the unexpired term by appointment of the president with the approval of the Association Representatives for a period of time no longer than eighteen months. If the vacancies is for a period of time longer than 18 months, than the position shall be elected during the next election cycle.

1. **Duties of Office**:
2. **President - the President shall call all meetings, preside at meetings of the Association and Board; appoint all standing committees with the approval of the Board; be an ex-officio member of all committees. Ad hoc committees shall be appointed by the President with the approval of the Executive Board. The President shall give a bond to the Association in a sum to be fixed by the Board for faithful performance of the duties concerning the fiscal affairs of the Association; the premium on said bond shall be paid by the Association. The President shall have the power to disburse funds.**
3. Vice-Presidents- The Vice-President shall assume all duties of the president in case of absence or resignation of the President. The Vice-Presidents shall serve as Co-Chairpersons of the Constitution and Bylaws committee. The Vice-Presidents shall be permanent members of the Bargaining Leadership Team.
4. Secretary - The Secretary shall keep all minutes of all meetings of the Association and the Board. The Secretary shall also keep an accurate record of attendance at all Board meetings. Copies of all minutes and records of the Association shall be kept in a permanent file.
5. Treasurer - The treasurer shall be responsible for handling all monies submitted.

The Treasurer shall:

1. Have charge of all funds of the Association in financial institutions authorized by the Executive Board and shall disburse them as authorized by the Board.
2. Submit books for annual audit at the close of the fiscal year or within reasonable period of time as shall be determined by the Board.
3. Give a bond to the Association in a sum to be fixed by the Executive Board for the faithful performance of the duties of Treasurer concerning the fiscal affairs of the Association and for restoration to the Association in the case of death, resignation, retirement, or removal from office of all books, paper, vouchers, money, and other property of whatsoever kind in the Treasurer's possession or control belonging to the Association. The premium on said bond shall be paid by the Association.
4. Attendance at Meetings: It shall be the responsibility of each representative to attend all meetings of the Executive Board. After two (2) successive unexcused absences from regularly scheduled meetings, the representative shall be notified by the President that one more absence shall require action by the Executive Board that may result in termination of tenure as a representative.
5. At the time of the general election, each work site shall elect its representatives, teachers and educational support professionals. For work sites with more than twenty (20) members, a representative shall be elected for each additional twenty (20) members or major fraction thereof. Additional representatives shall be elected when the membership in a work site reaches 31, 51, 71, 91, etc. Each work site shall also elect one alternate for each representative. Alternates shall have all rights and privileges at all meetings at which the elected representative is absent. (Alternates must be members of the Association). Members who are not assigned to a work site shall be entitled to representation on the Association Representative Council.
6. The Executive Board shall annually review all sites to determine the number of representatives the site qualifies for.
7. Eligibility for Representatives: All candidates for the position of AssociationRepresentative must have been members for at least one year prior to acceptance of this position.

*Exception:* In case a site does not have a member who meets the eligibility, such site shall have the right to elect a member in good standing who shall have all the rights and privileges accorded other representatives.

1. Term of service of representatives: Each representative shall serve for a term of one year. In case of a vacancy, the OCEA members of that site shall elect a representative to fill the unexpired term.
2. Duties of Representatives: Representatives shall serve as members of the Association Representative Council. In each site representatives shall organize an O.C.E.A unit and serve as its chairperson. The representatives shall report the business and activities of the Association to the members and in turn present to the Association Representative Council the wishes and desires of the members. Note: Where two (2) or more representatives occur in one site, one shall be elected as chairperson to be responsible for the duties enumerated. Upon appointment, the representatives may serve as committee chairpersons or in other specific capacities. If an elected site rep or alternate cannot attend a Board meeting, a duly elected representative may appoint another member to represent him or her at an Association Representative Council meeting. For this meeting the substitute representative shall assume the voting rights of the duly elected representative.
3. Any officer or representative may be removed through due process by two-third (2/3) vote of the membership of the Association Representative Council.
4. FEA Governance Board Representatives

One representative shall be the OCEA President. All others shall be elected by the general membership for a term equal to that of elected officers. The number of representatives is determined by FEA. OCEA Governance representatives shall attend all state meetings.

# **ARTICLE V - *EXECUTIVE BOARD***

1. Members: All officers and Association Representatives shall comprise the membership of the Association Representative Council.
2. Duties: Upon the Executive Boardshall rest the duties, responsibilities, and authority for the conduct of the Association in all matters except as otherwise stated in the Constitution or Bylaws; provided that the Board may, at any time, refer any matter to the entire membership for general consideration and/or action. The members of the Association Representative Council shall serve as liaison with the various sites. The Board shall have the power to arrange financial support, to approve the budget, and to act upon the business of the Association.

# **ARTICLE VI - COMMITTEES**

1. Appointment: Appointment of shall be made pursuant to Article IV, Section 4, A.
2. Formation and Duties:
3. The Executive Committee shall be composed of the elected officers and one Executive Committee teacher member from each of the following: high schools, middle schools, elementary schools, and one from the cluster of special facilities, and multi-level school and two educational support members. These members will be elected from and by the general membership.
4. Standing Committees: The standing committees shall include the following: Budget and Finance, Bargaining, Grievance, Public Relations, Constitution and Bylaws, Government Relations, Human and Civil Rights, Minority Affairs, and Membership. Members of these committees shall be appointed by the President and shall serve for a period of one (1) year. Each committee shall consist of a chairperson and not fewer than two (2) members.
5. Ad Hoc Committees: Special committees shall be appointed by the President.

# **ARTICLE VII - NOMINATIONS AND ELECTIONS**

1. Nominations: All persons desiring to run for office shall make formal application to the OCEA by the deadline set by the Elections Committee. Nominations for eligible candidates may also be made from the floor. The Election Committee shall be responsible for checking the eligibility of candidates.
2. Elections: The Election Committee shall direct the election procedures, total, and validate the election return. A majority of the votes cast shall determine those elected. Only paid members of the Association shall be eligible to vote. Elections shall be conducted upon the direction of the Executive Board.

# **ARTICLE VIII - MEETINGS**

1. General Membership:
2. There shall be a minimum of onegeneral membership meeting~~s~~ of the Association annually
3. Special meetings for a specific purpose shall be called by the President if the need exists or by the majority of the Executive Board.
4. Executive Board: A regular meeting of the Executive Board shall be held once each month during the school year or at any other time by the call of the President or at the call of the majority of the Board members.

# **ARTICLE IX – QUORUM**

# A quorum for all general meetings of the Association shall be the number of members present at the general meeting.

### A quorum of the Executive Boardshall consist of the Board members present.

# **ARTICLE X - FISCAL YEAR**

The fiscal year of the Association shall begin and end to coincide with the fiscal year of FEA which begins September 1st and ends August 31st.

# **ARTICLE XI - RULES FOR AMENDING**

Amendments to the Bylaws of this Association may be introduced at a regular meeting of the Association Representative Councilof this Association. An amendment once submitted to the Board, may be acted upon at the next regular meeting of the Board, but not later than the second subsequent regular meeting of the Board. A copy of this amendment together with the recommendation of the Board shall be presented to each O.C.E.A member. The membership must be given thirty (30) days written notice of the proposed amendment and the amendment must pass by a two-thirds (2/3) vote of the members voting on the amendment at a general meeting of the Association.

# **ARTICLE XII - RULES OF ORDER**

Robert's Rules of Order, newly revised, and shall be the authority on all questions of procedure not specifically stated in the Constitution or Bylaws of this Association.