

CHAPTER I:  
CONSTITUTION OF THE  
WYOMING EDUCATION ASSOCIATION

Adopted: February 10, 1987  
REVISED: 5/1/2019

1.1 NAME

- A. The name of this organization shall be the Wyoming Education Association (WEA).
- B. This Association shall maintain affiliation with the Southwestern Ohio Education Association (SWOEA), Ohio Education Association (OEA), and the National Education Association (NEA).

1.2 PURPOSE

The purpose of this organization shall be to:

- A. Protect the employment rights and benefits of members;  
B. Represent the professional interests of members;  
C. Promote the educational objectives of the members;  
D. (Others as determined necessary.)

1.3 YEAR

The membership and fiscal year shall be September 1 through August 31.

1.4 MEMBERSHIP

- A. All certificated personnel employed by the Wyoming City School District Board of Education shall be eligible for active membership except for those employed in an administrative or supervisory position.
- B. Active members shall be those eligible who pay annual dues in accordance with provisions of this Constitution and Bylaws.
- C. New and renewing members must join by October 1. Individuals not eligible by October 1 will join within 30 days of becoming eligible.
- D. Membership shall include membership in the Southwestern Ohio Education Association, the Ohio Education Association, and the National Education Association.
- E. All members shall abide by the Code of Ethics of the Education Profession as adopted by the National Education Association and included in this Constitution as Appendix A.

1.5 OFFICERS

- A. The officers of this Association shall consist of a President, Vice President OR Co-Vice Presidents, Recording Secretary, Corresponding Secretary, Treasurer, and Immediate Past President.
- B. A candidate for President will have served as a member of the Executive Committee within the past five years.
- C. Term of office shall be one (1) Association year.
- D. There shall be a term limit of five (5) consecutive years for the President.
- E. The duties of each office shall be those set forth in the Bylaws of this Constitution.

F. Eligibility for and election of officers shall be according to provisions in the Bylaws.

#### 1.6 EXECUTIVE COMMITTEE

A. There shall be an Executive Committee composed of Association officers, Immediate Past President, and Faculty representatives as provided for in this Constitution and Bylaws.

B. The Executive Committee shall act as advisors to the President and shall have such policy making authority as provided in the Bylaws.

C. There shall be one (1) Faculty Representative for each school building with one (1) or more Association members. Each school building can have one (1) Faculty Representative for each ten (10) members.

D. Term of office for Faculty Representatives shall be one (1) Association year.

E. Eligibility for and election of Faculty Representatives shall be according to the provisions in the Bylaws.

#### 1.7 POLICY

A. Policy of the Association shall be made at General Membership Meetings called for and conducted in keeping with provisions of this Constitution and Bylaws.

B. The Executive Committee shall have the authority to make Association policy as specifically provided in the Bylaws.

C. All committee members shall be by appointment of the President with approval of the Executive Committee.

D. All committee appointments shall be for the duration of the Association year.

#### 1.8 COMMITTEES

A. The Association shall have such standing and special committees necessary to achieve the goals and objectives of the Association.

B. Committees shall be responsible to the Executive Committee in keeping with provisions of the Bylaws.

C. All committee members shall be by appointment of the President with approval of the Executive Committee.

D. All committee appointments shall be for the duration of the Association year.

#### 1.9 DUES, FEES, ASSESSMENTS

A. The Association shall have dues sufficient to fund a local program in addition to annual OEA/NEA dues.

B. The Association annual dues shall be set according to provisions in the Bylaws.

C. The Executive Committee shall have the authority to adopt necessary fees or assessments in keeping with provisions of the Bylaws.

### 1.10 EQUAL RIGHTS

A. No eligible person will be denied membership in the Association because of age, sex, religion, color, race, or place of origin or physical disability or handicap.

B. All legal permissible steps to achieve governance and delegate representation of ethnic minority by the year 1999, at least proportionate to the ethnic minority membership in the Association, shall be pursued by the Association.

### 1.11 AMENDMENTS

Amendments to this Constitution may be made by a two-thirds (2/3) affirmative majority of those members voting at the General Membership Meeting, provided that copies of the proposed amendments have been distributed to all members one week prior to said meeting.

### 1.12 IMPLEMENTATION & DURATION

A. This constitution shall become effective upon ratification by and in keeping with the current Constitution amendment procedure and shall remain in effect until amended or dissolved in keeping with provisions of this Constitution.

B. This Constitution shall supersede any and all previous Constitutions by substitution.

## CHAPTER II:

### BYLAWS

### OF THE

### WYOMING EDUCATION ASSOCIATION

### 2.1 MEMBERSHIP

A. All regular members shall have the right to hold office or other positions in the Association, the right to attend and participate in General Membership meetings, in keeping with provisions elsewhere in these Bylaws, the right to vote on Association matters as provided elsewhere in these Bylaws.

B. All regular members shall have full rights, benefits and privileges of the Association as provided under the Constitution and Bylaws and as members in the Southwestern Ohio Education Association, the Ohio Education Association, and the National Education Association.

### 2.2 MEETINGS

A. There shall be at least one (1) General Membership Meeting each year.

(1) Additional meetings may be called by the President, at the request of a majority number of members on the Executive Committee, or by a petition signed by at least ten percent (10%) of the regular members in the Association and submitted to the President. If a meeting is called for by petition, the petition shall state the purpose for the call of the meeting and said meeting shall be limited to consideration of said stated purpose.

(2) General Membership Meetings shall be for the purpose of establishing Association policy or conducting business of the Association necessary to promote the interest of the members or achieve goals and objectives of the Association.

(3) General Membership Meetings shall be conducted by the President.

B. Executive Committee Meetings shall be held as determined by the Executive Committee and additional meetings shall be subject to the call of the President.

(1) Meetings shall be for the purpose of attaining the goals and objectives of the Association.

- (2) Meetings shall be conducted by the President.
- (3) Policy-making authority of the Executive Committee shall be that included in these Bylaws.
- (4) Agenda items regarding personnel matters will be conducted by the WEA Executive Committee only.
- (5) Negotiation items will be discussed by the negotiation team and WEA Officers only.

### 2.3 QUORUM

- A. A quorum is the number of members necessary to be present to conduct business.
- B. The quorum for a General Membership Meeting shall be those members present.
- C. The quorum for an Executive Committee Meeting shall be fifty percent (50%) plus one (1) of the Executive Committee.

### 2.4 OFFICERS

#### A. President:

- (1) The President is the chief executive officer of the Association.
- (2) The President shall preside and conduct all Association meetings.
- (3) The President shall be the spokesperson for the Association regarding matters of policy and public position.
- (4) The President shall be an ex-officio member of all Association Committees.
- (5) The Association shall pay the President's Association dues in full during his/her term(s) in office.

#### B. Vice President:

- (1) The Vice President OR Co-Vice Presidents shall assume all duties of the President in absence of the President.
- (2) The Vice President OR Co-Vice Presidents shall perform such other duties as delegated by the President.
- (3) The Association shall pay the Vice President or Co-Vice Presidents' Association dues in full during his/her term(s) in office.

#### C. Recording Secretary:

- (1) The Recording Secretary shall keep minutes of all Association meetings.
- (2) The Recording Secretary shall keep the records and files of the Association.
- (3) The Recording Secretary shall perform such other duties as directed by the President.

#### D. Corresponding Secretary:

- (1) The Corresponding Secretary shall prepare all mailings for the Association.
- (2) The Corresponding Secretary shall receive, screen and process all in-coming correspondence.
- (3) The Corresponding Secretary shall maintain the Association website.

#### E. Treasurer:

- (1) The Treasurer shall be responsible for all Association funds.
- (2) The Treasurer shall collect and disburse Association funds as directed and authorized by the Executive Committee.
- (3) The Treasurer shall maintain records of receipts and disbursements of Association funds.
- (4) The Treasurer shall prepare and give financial reports of the Association as directed by the President or the Executive committee.
- (5) The Treasurer shall prepare and present to the Executive Committee an annual financial

report.

(6) The Treasurer shall maintain the annual membership rolls of the Association.

(7) The Treasurer shall be bonded.

(8) The Treasurer shall be a member of the Budget Committee.

#### F. Faculty Representative:

(1) The Faculty Representative shall serve on the Executive Committee.

(2) The Faculty Representative shall report actions of the Executive Committee to the faculty group represented.

(3) The Faculty Representative shall report and represent concerns of the faculty group represented to the Executive Committee.

(4) The Faculty Representative shall assist the following committees in the stated manner:

(a) Membership Committee: Solicitation of members and transmitting of membership forms and dues.

(b) Election Committee: Distribution, collection, and return of ballots for elections conducted by the Association.

(c) Grievance Committee: Communicate member concerns and problems in a timely manner to the Grievance representative for appropriate consideration and necessary action.

(d) Negotiations Committee: Assist in obtaining membership input before entering negotiations.

## 2.5 ELECTIONS

A. Conduct all elections and ratifications of collective bargaining agreements in accordance with the guidelines set forth in the OEA Elections Manual.

(1) Nominations for election to Association office shall be made by the Executive Committee and by open nominations submitted to the Election Committee.

(2) Nominations shall be made at least two (2) weeks prior to the date set for the election.

(3) Ballots shall be prepared, distributed, returned to and tabulated by the Election Committee.

(4) The results of the election shall be reported to the Executive Committee at its next regular or special meeting after the election is conducted.

(5) All regular members shall be eligible to vote.

(6) All ballots used, including marked, unmarked, and voided, shall be maintained by the Association, in the custody of the Secretary for three (3) years.

(7) Provisions shall be made for members to cast secret ballots.

(8) Election records and ballots, pertaining to OEA and NEA Delegates, will be made available to authorized OEA/NEA officials upon request.

#### B. Officers:

Nominations for the election of President, Vice President OR Co-Vice Presidents, Corresponding Secretary, Recording Secretary, and Treasurer shall open by March 15<sup>th</sup>, and elections shall be held prior to the last day of school preceding the Association year the office will be assumed.

#### C. Faculty Representatives:

(1) Faculty Representatives shall be elected by and from regular members within the member grouping provided in these Bylaws and/or standing rules adopted by the Executive Committee.

(2) Nominations for Faculty Representatives shall be open by March 15<sup>th</sup>, and representatives shall be elected, by ballot, prior to the last day of school for a term of office to commence with the next Association year.

(3) Election of Faculty Representatives shall be conducted by the current Faculty Representative and the election results and ballots shall be provided the Executive Committee at its next regular or special meeting following the election.

#### D. Delegates

The Election Committee shall prepare ballots and conduct elections for delegates to the Southwestern Ohio Education Association, Ohio Education Association, and National Education Association representative assemblies as directed by the Executive Committee and in keeping with provisions of the respective constitutions, bylaws, and standing rules that apply.

#### 2.6 VACANCY IN OFFICE

A. Should there become a vacancy in the office of President, the Vice President will assume office for the remainder of the term.

B. Should there be a vacancy in the office of President and Vice President at the same time, the Executive Committee shall elect an Acting President from within the Executive Committee for the remainder of the term.

C. Should there become a vacancy in the office of Vice President, Recording Secretary, Corresponding Secretary, Treasurer, or Faculty Representative, the position shall be filled by appointment of the President and approval of the Executive Committee for the remainder of the term.

D. Should a vacancy exist after use of the above mentioned procedures, the Executive committee shall appoint a member to hold the position until the next regular election.

#### 2.7 COMMITTEES

##### A. Standing Committees:

(1) There shall be the following standing committees of the Association:

- (a) Membership Committee
- (b) Grievance Committee
- (c) Negotiations Committee
- (d) Social Committee
- (e) Election Committee
- (f) Arbitrations Committee
- (g) Scholarship Committee

(2) Standing Committees shall be made up from regular members appointed by the President with concurrence of the Executive Committee.

(3) Standing Committee appointments shall be for the Association year.

(4) The President shall appoint a chairperson for each standing committee.

(5) Standing Committees shall perform such duties as directed in standing rules of the Association.

(6) Standing Committees shall make reports to the Executive Committee as requested by the President.

##### B. Special Committees:

(1) The Executive Committee may create such special committees determined necessary to achieve the goals and objectives of the Association.

(2) Special Committees shall be established for a specified purpose and for a specified period of time.

(3) The President shall appoint members to special committees with the approval of the Executive Committee.

(4) Appointment to a special committee shall be for the duration of said committee.

## 2.8 DUES, FEES, ASSESSMENTS

A. Regular membership dues shall be set each year at an amount decided upon by the Executive Committee after a recommendation by the Treasurer and the Budget Committee and shall be in addition to the dues required by the Southwestern Ohio Education Association, Ohio Education Association, and the National Education Association.

B. The Executive Committee shall adopt the actual dues amount for the next Association year in the month of April.

C. The Association will annually enter into a Dues Transmittal Contract with the Ohio Education Association for disbursement of affiliate dues.

D. The Executive Committee shall have the authority to adopt necessary fees and/or assessments upon approval of the general membership at a meeting called for this purpose.

## 2.9 DUE PROCESS

The Association guarantees that no member may be censured, suspended, or expelled without a due process hearing, which shall include an appropriate appellate procedure.

## 2.10 IMPEACHMENT OF OFFICERS

A. Officers of the Association may be impeached for violation of the code of Ethics of the Education Profession, for misfeasance or malfeasance, or nonfeasance in office.

B. Impeachment proceedings against an officer may be initiated by written petition submitted to the Executive Committee signed by at least twenty-five percent (25%) of the regular members. Said petition shall include the charge(s) and person said allocations concern.

C. If, after a due process hearing, a two-thirds (2/3) vote of the Executive Committee sustains the charge, the office shall become vacant.

D. The officer charged may appeal the decision to a special meeting of the general membership within thirty (30) days of the Executive Committee determination.

## 2.11 EXPULSION OF MEMBERS

A. According to procedure adopted by the Association, the Executive Committee may suspend from membership or expel any member for one (1) or more of the following reasons:

(1) Violation of the Code of Ethics of the Education Profession

(2) Conviction of a felony.

(3) Actively engaging in, or actively supporting activities directed against the constitutional purposes of the Association to bring about changes in the Association by means other than those that are consistent with the Association's Constitution.

B. The Executive Committee may reinstate members previously suspended or expelled.

## 2.12 AUTHORITY

A. The governing authority of the Association shall be the Constitution, Bylaws and Standing Rules of the Association.

B. In all matters of procedure not addressed above, Robert's Rules of Order, Revised shall prevail.

### 2.13 AMENDMENTS

A. Amendment, by deletion, addition, or substitution of the Bylaws shall be made by a majority vote of the regular members at a General Membership Meeting called for this purpose and in keeping with provisions of this Article.

B. Proposed amendments shall be reduced to writing and distributed to regular members at least on (1) week prior to the General Membership Meeting at which the vote will occur.

C. Proposed amendments may be made by a majority affirmative recommendation of the Executive Committee Members or by initiative of petition signed by twenty percent (20%) or more of the regular members.

### 2.14 DISSOLUTION OF ASSOCIATION

A. The Association shall be considered dissolved if three-fourths (3/4) of the total regular membership vote by secret ballot in favor of dissolution.

B. The effective date of dissolution shall be thirty (30) days from the date of the vote on dissolution to allow for disposal of assets and liabilities.

C. Upon dissolution of this Association, all assets of the Association remaining after payment of all obligations, shall be distributed to the Jayne Edington Scholarship Fund administered by Robert Edington, attorney at law.

### 2.15 ENABLING PROVISIONS

This Constitution and Bylaws shall become effective January 20, 2012, following their adoption, and shall remain in effect until amended according to provisions herein.

## CHAPTER III: STANDING RULES OF THE WYOMING EDUCATION ASSOCIATION

### 3.1 NEGOTIATIONS

A. The Association shall be represented in collective bargaining by an authorized team of Association members appointed by the President and the Executive Committee to include at least one member from each division.

B. The OEA/NEA Labor Relations Consultant may be spokesperson for the Association.

C. The President will be a member of the Association Bargaining Team.

D. The Ohio Education Association shall be the State Association for purposes of representation of the Association with the State Employment Relations Board (SERB).

E. The OEA/NEA Labor Relations Consultant shall be the Association's Agent for purpose of record with the State Employment Relations Board (SERB).

F. The OEA/NEA Labor Relations Consultant shall be the Association's authorized representative in negotiations.



G. The Negotiations Committee shall be responsible for assessing membership concerns prior to bargaining, developing initial proposals of the Association, and provide additional advice and input upon request of the Bargaining Team during active negotiations.

H. Necessary subcommittees may be appointed by the Negotiations Committee Chairperson as needed.

I. The Committee shall make reports and recommendations to the Executive Committee as requested by the President.

J. Members of the Bargaining Team need not necessarily be from the Negotiations Committee.

K. The Bargaining Team shall have the authority to bargain in good faith, make proposals, counterproposals, make concessions, and make tentative agreement on a contract with representatives of the Board of Education.

L. Upon tentative agreement of a contract, the Bargaining Team shall first make an initial report to the Executive committee and then to the General Membership for ratification.

M. Ratification by the General Membership shall be by written ballot at a meeting called by the President to consider and vote on the proposed contract.

(1) No absentee or proxy votes will be allowed on contract ratification.

(2) The first vote on contract ratification will be to accept the contract as presented.

(3) Ballots cast in contract ratification will be sealed and retained by the Association Treasurer for three (3) years.

(4) The President will communicate required details of the ratification vote to the Board representative.

(5) The Labor Relations Consultant will make necessary reports to the State Employment Relations Board regarding the outcome or status of bargaining.

N. The Executive Committee is authorized to give timely notice of Intent to Strike to the Board of Education and the State Employment Relations Board.

O. While negotiations are in progress, periodic reports to members may be made by the Bargaining Team.

## Appendix A National Education Association Code of Ethics

### Preamble

The National Education Association believes that the education profession consists of one education workforce serving the needs of all students and that the term 'educator' includes education support professionals.

The educator, believing in the worth and dignity of each human being, recognizes the supreme importance of the pursuit of truth, devotion to excellence, and the nurture of the democratic principles. Essential to these goals is the protection of freedom to learn and to teach and the guarantee of equal educational opportunity for all. The educator accepts the responsibility to adhere to the highest ethical standards.

The educator recognizes the magnitude of the responsibility inherent in the teaching process. The desire for the respect and confidence of one's colleagues, of students, of parents, and of the

members of the community provides the incentive to attain and maintain the highest possible degree of ethical conduct. The Code of Ethics of the Education Profession indicates the aspiration of all educators and provides standards by which to judge conduct. The remedies specified by the NEA and/or its affiliates for the violation of any provision of this Code shall be exclusive and no such provision shall be enforceable in any form other than the one specifically designated by the NEA or its affiliates.

#### PRINCIPLE I

##### Commitment to the Student

The educator strives to help each student realize his or her potential as a worthy and effective member of society. The educator therefore works to stimulate the spirit of inquiry, the acquisition of knowledge and understanding, and the thoughtful formulation of worthy goals. In fulfillment of the obligation to the student, the educator—

1. Shall not unreasonably restrain the student from independent action in the pursuit of learning.
2. Shall not unreasonably deny the student's access to varying points of view.
3. Shall not deliberately suppress or distort subject matter relevant to the student's progress.
4. Shall make reasonable effort to protect the student from conditions harmful to learning or to health and safety.
5. Shall not intentionally expose the student to embarrassment or disparagement.
6. Shall not on the basis of race, color, creed, sex, national origin, marital status, political or religious beliefs, family, social or cultural background, or sexual orientation, unfairly—
  - a. Exclude any student from participation in any program
  - b. Deny benefits to any student
  - c. Grant any advantage to any student
7. Shall not use professional relationships with students for private advantage.
8. Shall not disclose information about students obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law.

#### PRINCIPLE II

##### Commitment to the Profession

The education profession is vested by the public with a trust and responsibility requiring the highest ideals of professional service.

In the belief that the quality of the services of the education profession directly influences the nation and its citizens, the educator shall exert every effort to raise professional standards, to promote a climate that encourages the exercise of professional judgment, to achieve conditions that attract persons worthy of the trust to careers in education, and to assist in preventing the practice of the profession by unqualified persons.

In fulfillment of the obligation to the profession, the educator—

1. Shall not in an application for a professional position deliberately make a false statement or fail to disclose a material fact related to competency and qualifications.
2. Shall not misrepresent his/her professional qualifications.
3. Shall not assist any entry into the profession of a person known to be unqualified in respect to character, education, or other relevant attribute.
4. Shall not knowingly make a false statement concerning the qualifications of a candidate for a professional position.
5. Shall not assist a noneducator in the unauthorized practice of teaching.
6. Shall not disclose information about colleagues obtained in the course of professional service unless disclosure serves a compelling professional purpose or is required by law.
7. Shall not knowingly make false or malicious statements about a colleague.
8. Shall not accept any gratuity, gift, or favor that might impair or appear to influence professional decisions or action.

Adopted by the NEA 1975 Representative Assembly  
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