

**Service Employees International Union
Local 521**

**EDISON SCHOOL
DISTRICT,
THE CLASSIFIED**

**CHAPTER
BYLAWS**

ADOPTED NOVEMBER 29, 2011

ARTICLE 1 – NAME

The Edison School District Classified Employee Bargaining Unit, hereinafter referred to as the Chapter, is a recognized Chapter of the Service Employees International Union (SEIU), Local 521, CTW-CLC and complies with all Bylaws of Local 521 and SEIU and hereby incorporates such Bylaws as its own.

ARTICLE 2 – JURISDICTION

The jurisdiction of the Chapter shall be all workers employed by the Edison School District Classified Bargaining Unit with the exception of management, and certificated, and as described by the collective bargaining agreement.

ARTICLE 3 – OBJECTIVES

Section 1 – Objectives of the Chapter

The objectives of this Chapter shall be to improve the wages, hours and working conditions of its members, to promote active participation of its members in the decision-making processes of the employer, to promote the economic, political, intellectual and social welfare of its members and to represent them in disputes with the employer and in collective bargaining, and to instill in its members a sense of pride in their union and a commitment to quality education for the community they serve.

Section 2 – Objective of the Bylaws

The objective of these Bylaws is to provide rules of acceptable self government, not in conflict with any higher authority.

ARTICLE 4 – MEMBERSHIP

Section 1 – Eligibility

Any person employed within the jurisdiction of this Chapter shall be eligible for membership in accordance with these Bylaws and shall become a member or pay a fee in accordance with the collective bargaining agreement.

Section 2 – No Discrimination

There shall be no discrimination against any member or applicant for membership for reason of race, color, sex, age, sexual orientation, disabilities, creed, religion, national origin, political opinion, first language spoken or affiliations.

Section 3 – Good Standing

A member who has paid the full dues obligation shall be determined to be in good standing with the Local Union.

ARTICLE 5 – STRUCTURE

Section 1 – Chapter Structure

The structure of this Chapter shall consist of a General Membership and Shop Steward Council.

Section 2 – Description of Shop Steward

Shop Steward Council will consist of one (1) elected Shop Stewards from each school site and one (1) alternative Shop Stewards from each school site.

Section 3 – General Membership

The General Membership is the body authorized to take lawful action, consistent with these Bylaws, and to act in behalf of the Chapter.

Section 4 – Shop Steward Council

The affairs of this Chapter shall be conducted through the Shop Steward Council. The Council shall consist of the two Shop Stewards and two Alternate Shop Stewards. The Shop Steward Council shall insure that the policies and directives of the General Membership are being followed and shall report on all matters which in its judgment require consideration by the Chapter or which may have been committed to the Shop Steward Council by the General Membership. In addition, the actions of the Shop Steward Council shall be printed and distributed at the next General Membership meeting. In the absence of a quorum at a regular General Membership meeting, the Shop Steward Council shall be authorized to act in the name of the Chapter.

ARTICLE 6 – GENERAL MEMBERSHIP MEETINGS

Section 1 – Frequency

A General Membership meeting shall take place quarterly and the membership shall be notified of such meeting time and place seven (7) days prior to such meeting.

Section 2 – Member Request for Special Meeting

When ten percent (10%) of the membership in good standing request, in writing, a General Membership meeting, the Union must call a General Membership meeting within thirty (30) days after receipt of such a request. The membership must be notified in writing five days prior to the meeting of the time, date, place and purpose of the meeting.

Section 3 – Voting

There shall be no absentee, write-in or proxy votes at any meeting. All votes shall be cast in person.

ARTICLE 7 – STEWARDS

Section 1 – Representation Areas

One Shop Steward per school site in Edison School District, plus one alternative Shop Steward for each school site which may act in the absence of the Steward..

Section 2 – Nomination and Election

Stewards shall be elected bi-annually. Nomination and election of Stewards and alternate stewards shall be by the members in each steward representation area. Steward elections shall be by nomination form with 50% of active union members of the unit they will be representing. The steward will serve a 2 year term. Nomination petitions become available 1st Thursday of October, petitions set to be due the last Thursday of October. Election to take place 1st Thursday of November. If no contender, no election of vote will be required.

Section 3 – Stewards’ Rights and Responsibilities

The Steward has no greater rights than any of the members of his/her unit. The responsibilities of Stewardship; however, do outweigh those of ordinary membership.

- a. In the absence of the members, the Steward represents his/her unit in all meetings of the Union.
- b. Subject to these Bylaws, the first line of contact with management and the members is the Steward.

The Steward is responsible for the enforcement of all applicable collective bargaining agreements in his/her unit.

- c. Stewardship requires complete subordination of all interests to those interests that represent the highest good to the members of his/her unit.
- d. The Steward is responsible for the enforcement of all applicable safety and occupational health laws, rules, and regulations, and is responsible for notifying management and the Union of unsafe working conditions, when such conditions are observed by the Steward or when notified of such conditions by a member or members.
- e. Stewards must sign up for Shop Steward training within one (1) month upon election of Steward. A Steward that misses two (2) consecutive Shop Stewards training unexcused will be replaced. Position will be considered vacant.

Section 4 – Replacing a Steward

Any Steward may be replaced at any time by the simple majority vote of members in good standing in the Steward’s Representation Area.

Section 5 – Resources

All Stewards shall maintain a copy of the Chapter, Local, and International Bylaws and all necessary working agreements and rules pertinent to their representation units.

ARTICLE 8 – COLLECTIVE BARGAINING

Section 1 – Negotiating Committee

There shall be an elected Negotiating committee of five (5) members for all negotiations with the employer. Included in the committee, shall be the (2) elected stewards, and a part-time employee.

Section 2 – Bargaining Areas

In an effort to afford the broadest possible representation for all workers at the bargaining table, Bargaining Areas shall be determined based on numbers of members, locations and classifications of members.

Section 3 – Authority

The Negotiating Committee shall have full authority, subject to final ratification or rejection by the General Membership, to negotiate agreements with the employer.

Section 4 – Proposals

The Negotiating Committee shall survey the members before entering into negotiations; shall prepare a proposed collective bargaining agreement; and shall present the proposed agreement to the members at a General Membership meeting. The proposed agreement must be approved by a majority vote of the members present at the meeting.

ARTICLE 9 – INVALIDATION AND REVISIONS

If any section of these Bylaws is judged invalid for any reason, including conflicts with the International Constitution and Bylaws and the Bylaws of Local 521, such section shall be inoperative but all other sections shall continue in full force and effect.

In the event of invalidation of any section of these Bylaws, the Bylaws Committee shall meet to revise that section to bring it into conformance with the Local and International Bylaws. The General Membership shall vote on such revisions at its next scheduled meeting, or a special meeting may be called with at least ten (10) days' notice. All votes to revise these Bylaws shall be by two-thirds (2/3) of those attending the meeting.