

County Association of Educators

Constitution

PREAMBLE

The Cumberland County Association of Educators endorses and supports the concept of mutual integration; respect and dignity of all ethnic groups in the organization; as well as economic, social, political, and educational activities of all its members, to ensure quality education for our students and support for the community.

ARTICLE I

NAME AND OBJECTIVES

Section 1. The name of this organization shall be the Cumberland County Association of Educators (CCAЕ), an affiliate of the North Carolina Association of Educators (NCAЕ), and the National Education Association (NEA).

Section 2. The objectives of the Association shall be:

- a. To promote within the Association the highest professional practices and to encourage active participation of the members in the solution of school problems.
- b. To develop solidarity and loyalty in the profession.
- c. To provide a local action body in support of the local, state, and national programs for the advancement of public education.
- d. To provide opportunities for self-improvement and the exercise of initiative and leadership.
- e. To provide opportunities for members to discuss and to help formulate Association policies at the local, state, and national levels.

- f. To promote and protect the welfare of the members.
- g. To encourage members to exercise their rights and privileges as citizens and to provide leadership in civic affairs.
- h. To advance the cause of public education in the Cumberland County Association of Educators

ARTICLE II ORGANIZATION

Section 1. The Cumberland County Association of Educators shall be organized as follows:

- a. Officers: President, Vice President, Secretary, /Treasurer. A Parliamentarian may be elected or appointed by the President as a non-voting officer. The Treasurer shall be bonded and shall be audited once a year, both at Association expense.

- b. The committees which the Executive Board shall deem necessary.

Section 2. This Constitution shall contain no provision contrary to the provisions of the Constitutions of the State and National Associations. The activities of the Association shall not conflict with the purpose and policies of the State and National Associations. The Association shall meet the following standards:

- a. The one-person-one-vote principle for representation on governing bodies except that the Association shall guarantee ethnic minority representation at least proportional to the ethnic minority, certified/non-certified and administrator members.
- b. *All* elections shall be conducted with open nominations and secret ballots.
- c. Membership shall be required in the NEA, NCAE, and the CCAE.
- d. The membership and dues processing schedule for NCAE must be met.
- e. No member may be censured, suspended, or expelled without a due process hearing which shall include an appropriate appellate procedure.

Section 3. The Cumberland County Association of Educators shall publish an every-member newsletter.

ARTICLE III MEMBERSHIP / AND DUES

Section 1. Any person actively working in any position within the Cumberland County Schools or on limited leave from such work in Cumberland County may become an active member upon the payment of local, state, and national dues in the Association.

Section 2. Dues for the Cumberland County Association of Educators shall be recommended by the Executive Board after a review of the

previous year's expenses. The recommendation shall be ratified by the Representative Assembly.

Section 3. Privileges of members:

a. Active members shall be entitled to the following privileges:

1. The right to vote on all matters submitted to the membership.
2. Eligibility to elective and appointive office.
3. Admission to and participation in Association meetings.
4. Eligibility to appointment on committees.
5. Receipt of local, state, and national publications.
6. Receipt of all local, state, and national Association services available to members.

b. Associate members shall be entitled to the following privileges:

1. Admission to association meetings.
2. Receipt of association publications.

ARTICLE IV

TERMS OF OFFICE AND DUTIES

Section 1. Officers shall assume office on July 1st of the year of election and shall serve for a 2 year term. Any officer shall be eligible for only one additional term in a given office. A member shall not be able to run for more than one office at any given time.

Section 2. Duties of officers:

a. President: The President shall have the following powers and duties:

1. To preside at all meetings of the Association.
 2. To appoint, subject to the approval of the Executive Board, members to any committee.
 3. To be an ex officio member of all committees.
 4. To serve as the official representative of the Association at meetings of educational bodies and other groups, with the authority to appoint another officer as the official representative when the need arises.
 5. To perform such other duties as may properly pertain to the office.
- b. Vice President: The Vice President shall assume the office of the President if the President is unwilling or unable to fulfill the term. The Vice President shall assume any duties assigned by the President or the Executive Board.
- c. Secretary: The Secretary shall keep record of all Association meetings and shall prepare for disbursement the minutes of all meetings of the Association. The Secretary shall also be responsible for Association correspondence and all internal/external communications.
- d. Treasurer: The Treasurer shall have the following duties:
1. To collect all dues – NEA, NCAE, and CCAE.
 2. Account for all funds of the Association and disburse them as necessary and in accordance with Association policies.
 3. Keep an itemized account of receipts and expenditures and make a monthly written report of the same to the Executive Board and the Representative Assembly meetings.
 4. To chair the Budget Committee
 5. To meet the dues deadlines of the North Carolina Association of Educators and the NEA.

- e. **Parliamentarian:** The Parliamentarian is a non-voting officer who shall be responsible for seeing that meetings are conducted in accordance with Robert's Rules of Order, Newly Revised.

ARTICLE V

EXECUTIVE BOARD

Section 1. The Executive Board shall consist of *five (5) elected officers (president, vice president, secretary, treasurer, and a parliamentarian); Two (2) @ Large representatives from each of the following; Elementary, Middle school, and High school; and Two (2) @ Large ESP representatives.* In addition, any elected NEA or NCAE Director shall serve as an ex-officio member of the Executive Board.

Section 2. The Executive Board shall meet at least once a month. Actions taken by the Executive Board shall be reported to the Representative Assembly.

Section 3. Any member shall be admitted to meetings of the Executive Board. Only constitutionally provided members of the Executive Board shall be entitled to vote.

Section 4. The Executive Board shall approve a Budget recommended by the Budget Committee for each fiscal year.

Section 5. A quorum shall consist of the voting members present.

ARTICLE VI

REPRESENTATIVE ASSEMBLY

Section 1. The Representative Assembly shall be composed of the Executive Board and Association Representatives.

Section 2. Association Representatives shall be allotted to each school and the administrative office based on the ratio of one representative per 20 members. Association Representatives shall be elected by the constituency. Each site shall be entitled to at least one Association Representative.

Section 3. The Representative Assembly shall meet at least every other month or at the discretion of the Executive Board.

Section 4. The Representative Assembly shall be the legislative and policy making body of the Association.

Section 5. Any member may attend meetings of the Representative Assembly, but only constitutionally provided members may vote.

Section 6. The Representative Assembly may, by two-thirds majority vote of members present at any meeting, declare an officer be incapacitated and that the office has been vacated. The Representative Assembly shall, by two-thirds vote, fill such vacancies until the next regular election.

Section 7. The Representative Assembly may, by two-thirds majority vote of members present at any meeting, declare an elective or an appointed office vacant if the individual holding the office has not performed the required duties. The Representative Assembly shall, by two-thirds vote, fill such vacancies until the next regular election.

Section 8. Any officer removed from office shall have the right to appeal. A special review board shall be appointed by the Executive Board to hear, and act on, the appeal.

Section 9. In case of vacancies occurring in the offices of Vice-President, Secretary or Treasurer, nominations for that office shall be open for 14 calendar days, after which an election by secret ballot shall be held at the next Representative Assembly to fill the position.

Section 10. A quorum for the Representative Assembly shall consist of the voting members present.

ARTICLE VII

NCAE AND NEA DELEGATES

Section 1. Delegates to the NCAE and NEA convention shall be elected according to the rules and regulations established by NCAE

and NEA.

- a. Delegate positions shall be open to the general membership.
- b. The current president of the Cumberland County Association of Educators shall be a delegate to both the NCAE and the NEA conventions.

ARTICLE VIII AMENDMENTS

Section 1. Each proposed amendment to this constitution shall be submitted in writing and provided to the president at least 30 days prior to a regular meeting of the Representative Assembly. The date stamp shall be evidence of compliance with this deadline.

Section 2. The President shall report, in writing, the proposed amendment at the next regularly scheduled meeting of the Representative Assembly.

Section 3. Each Association Representative shall make the proposed amendment known to his/her constituency.

Section 4. The Representative Assembly shall vote on the proposed amendment at the meeting following the meeting at which it was introduced. A two-thirds majority vote of members present at the Representative Assembly meeting shall be required to adopt an amendment.

ARTICLE IX RULES OF ORDER

Robert's Rules of Order, Newly Revised, shall be the authority on all questions of procedure not specifically stated in this Constitution.