

CONSTITUTION

**Valdez American
Federation of Teachers
Local # 3479**

**APEA/AFT, AFT
AFL-CIO**

**Article I
NAME**

This organization shall be known as Valdez American Federation of Teachers, Local 3479. A Local of the Alaska Public Employees Association/American Federation of Teachers (AFL-CIO), hereinafter referred to as VAFT.

**Article II
OBJECTIVES**

The purpose of this organization shall be:

- Section 1. To bring school employees into relations of mutual assistance and cooperation
- Section 2. To obtain for them the rights to which they are entitled
- Section 3. To raise the standards of the teaching profession by securing the conditions essential to the best professional service
- Section 4. To promote such a democratization of the school as will enable the better to equip their pupils to take their places in the industrial, social, and political like of the community
- Section 5. To promote the welfare of the childhood of the nation by providing progressively better educational opportunity for all

**Article III
MEMBERSHIP**

- Section 1. Membership Eligibility. Membership in VAFT shall be open to all certified employees of the Valdez School District. This shall include teachers, librarians, counselors, school nurses, coordinators, and directors.
- Section 2. No person is eligible for membership who is employed as a supervisory employee with the rank of principal or above, as defined by the district and/or Alaska Labor Relations Agency.
- Section 3. Membership Requirement. Membership in VAFT shall be voluntary unless otherwise specified by a negotiated contractual agreement.
- Section 4. No person shall be denied membership on the basis of race, creed, gender, national origin, religious or political belief, social status, or economic status.

Article IV OFFICERS

- Section 1. The officers of VAFT shall be the Chapter Local President/Co-President, Local Vice President, Secretary, and Treasurer.
- Section 2. To be eligible for office a person must be a member in good standing.
- Section 3. Local President(s): The President, or Co-Presidents if so elected by the membership, shall be the chief executive officer of VAFT, shall serve as chairperson of the VAFT Executive Board and as an ex-officio member of the Negotiating Team and all committees except the Nominating/Election Committee. The President/Co-President shall represent the organization before the public, community organizations, and legislative/governmental bodies. The President/Co-President shall make an annual report to the membership of the VAFT. The President/Co-President shall be one of the responsible financial officers of the VAFT and be authorized to co-sign financial instruments and make regular and usual disbursements of funds. The President/Co-President shall be able to delegate the responsibilities of the office except where otherwise specified by the constitution. The President/Co-President shall be a Delegate to the AFT convention and the APEA/AFT Convention.
- Section 4. Local Vice President: Shall assume the office of Local President/Co-President in the event of absence, illness or the death of the President/Co-President. Shall perform other duties as delegated by the Local President/Co-President or assigned by the Executive Board. The Vice President shall be responsible for the Committee on Political Education (COPE) and shall oversee the work of and shall receive a report from the Nominating/Elections Committee.
- Section 5. Secretary: The Secretary shall record all minutes of the Executive Board and general membership meetings. The Secretary shall be custodian of the records (except financial) for the VAFT. The Secretary shall forward the current membership list to the APEA/AFT to keep VAFT in good standing at all times.
- Section 6. Treasurer: The Treasurer shall submit a financial statement at Executive Board meetings upon request and submit a financial statement and report at the annual membership meeting. The Treasurer shall be one of the responsible financial officers of the VAFT and be authorized to co-sign financial instruments and make regular and usual disbursements of funds.

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Article V
STANDING COMMITTEES

Section 1. Standing Committees: There shall be the following standing committees. Committee membership may be expanded as the need arises with approval of the Executive Board. Standing committees serve at the pleasure of the President/Co-President and the Executive Board. Such committees are:

(A) Nominating/Election Committee: The committee shall consist of three members appointed by the Executive Board. The committee shall seek qualified active members for elective office and shall conduct and supervise all elections and referenda of the VAFT. The committee shall submit a report to the Vice President to be reviewed by the Executive Board prior to distribution to the membership. The President/Co-President shall be one of the three members and subject to the approval of the Executive Board.

(B) Committee on Political Education: The committee shall consist of three members appointed by the Executive Board. Functions shall include but not limited to the following:

-Inform the APEA/AFT Employees Political Information Committee (EPIC) of political issues of concern to VAFT.

-Educate the membership in political matters relating to VAFT.

-To recommend the endorsement of candidates to external elected office.

-To instigate and coordinate lobbying efforts with the City of Valdez, Legislature and Executive Branch of Government.

Article VI
OFFICER ELECTIONS

Section 1. Elections shall be by secret ballot and shall be overseen by the Nominating/Election committee. Ballots shall be prepared in such a manner as to insure their secrecy.

Section 2. The candidates for office receiving a plurality of votes cast shall be declared elected and shall assume office within thirty days.

Section 3. With the exception of the President/Co-President, or in case of a recall, all

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vacancies shall be filled by a majority vote of the Executive Board.

Section 4. A petition signed by thirty percent of the membership and stating specific grounds shall be sufficient to require the Nominating/Elections Committee to conduct a recall election of any officer specified in the petition under the procedures in Article VI, Section 6 below. If an officer is recalled, the Nominating/Elections Committee shall hold a special election.

Section 5. Procedure of Elections: The Nominating/Election Committee shall conduct all general and special elections of the VAFT.

- (A) The offices of President/Co-President, Vice President, Secretary, and Treasurer shall be elected on a unit-wide basis.
- (B) Sixty (60) days prior to the date of the regular Annual Membership Election Meeting the committee shall notify all members of the opening of nominations for office.
- (C) Nominations shall be received by the committee thirty days prior to the Annual Membership Election Meeting.
- (D) A ballot shall be prepared by the committee and given to each member in good standing at the Annual Membership Election Meeting.
- (E) The ballots will be tallied at the Annual Membership Election Meeting and submitted to the Executive Board. The President/Co-President will then announce the elected officers.

Section 6. Special/Recall Election Procedures: The Nominating/Election Committee upon the receipt of a recall petition shall distribute a ballot to all members in good standing.

- (A) If an officer is recalled, the Nominating/Elections Committee shall open nominations for the office for 15 days. Upon the closing of nominations a ballot will be prepared and mailed given to members in good standing.
- (B) The ballots will be tallied at a special meeting and the elected officers will be announced by the chairperson of the Nominating/Elections committee.

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**Article VII
EXECUTIVE BOARD**

- Section 1. How Constituted: The Executive Board shall be the administrative body of the VAFT, and shall consist of the President/Co-President, the Vice President, the Secretary and the Treasurer. The outgoing President shall serve as an ex-officio non-voting member of the Executive Board.
- Section 2. The Local President/Co-President shall serve as chairperson of the Executive Board.
- Section 3. The Executive Board shall meet monthly, or at the call of the Local President/Co-President for the purpose of initiating, overseeing, or revising the policies of the VAFT and to conduct other business of the VAFT that is within its authority.
- Section 4. The Executive Board shall appoint such committees, as it deems necessary, not inconsistent with this Constitution and By Laws.
- Section 5. The Executive Board shall prepare and present upon request an annual budget in the month prior to the beginning of the fiscal year, which shall be established by the Executive Board.
- Section 6. The Executive Board shall be responsible for adherence to and enforcement of the Constitution and By-Laws of the VAFT.

**Article VIII
MEETINGS**

- Section 1. General Membership meetings of VAFT shall be held not less than four times yearly. One such meeting, the Annual Membership Meeting, shall be held in September of each year.
- Section 2. The Executive Board shall determine the time and place, and give 30 days notice of the general membership meetings.
- Section 3. Special Meetings of the VAFT membership may be called at any time by the Executive Board. Forty-eight hours notice shall be given to the membership for any special meeting. Upon petition of twenty-five percent of the members in good standing, the Executive Board shall call a special meeting.

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Section 4. A quorum shall consist of 10 percent of the total membership.

Article IX FINANCE

Section 1. Annual Dues. The dues of the VAFT shall be equivalent to the Full Service dues set by the APEA/AFT. Annual dues will cover all local, state and national affiliation per capita payments plus all other local representation costs.

Section 2. Local dues. Any additional dues for the VAFT above and beyond the APEA/AFT dues shall be established by a plurality vote of the membership.

Section 3. Fiscal Year. The official year of VAFT shall be from July 1st each year through June 30th of the succeeding year for all terms of office and financial matters.

Article X RULES OF ORDER

The rules contained in Roberts Rules of Order, Revised, shall govern VAFT in all cases to which they are applicable and not covered by this constitution or the By-Laws of the VAFT.

Article XI AMENDMENT

Section 1. Proposal. Any member of the VAFT may present a proposed amendment to the constitution upon petition of ten percent of the membership. The Executive Board may present a proposed amendment to the constitution by a majority vote of the Executive Board. The proposed amendment shall be submitted no later than thirty days prior to the next annual membership meeting.

Section 2. Procedure. The Constitution may be amended by a two-thirds vote of those present at the annual membership meetings, provided that copies have been mailed to all members of the VAFT at least 15 days prior to the meeting.

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Article XII
AFFILIATION

Section 1. VAFT recognizes APEA/AFT as its exclusive representative for the purpose of administration of a collective bargaining agreement. VAFT shall control the content of contract proposals and shall direct APEA/AFT as to its concerns during negotiations.

Section 2. VAFT will maintain its affiliation and contract administration services, with all rights and responsibilities set forth in the APEA/AFT Constitution and By-Laws.

In case of a conflict between VAFT Constitution and By-Laws, the APEA/AFT Constitution and By-Laws shall prevail except in conflicts wherein the APEA/AFT By-Laws and practices would place the autonomy and the AFT Local status in structural or organizational jeopardy.