

Washington Education
Association-Retired
Constitution
and By-laws

2014

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WASHINGTON EDUCATION ASSOCIATION-RETIRED CONSTITUTION

ARTICLE I—NAME

- Section 1.** The name of this membership body shall be the Washington Education Association-Retired, hereinafter referred to as WEA-Retired or the Association.
- Section 2.** The Association shall be incorporated as a nonprofit corporation under the laws of the state of Washington.

ARTICLE II—AFFILIATION

WEA-Retired shall be an affiliate of the Washington Education Association (WEA), National Education Association (NEA), and National Education Association-Retired (NEA-Retired).

ARTICLE III—PURPOSE

The Association shall be dedicated to the promotion of retirement with dignity, happiness, and adequate income through:

1. promoting the social, professional, and economic status and the general welfare of retired school employees;
2. furnishing a practical basis for united action with others who are devoted to the cause of education;
3. promoting voluntary participation by its members in civic and educational affairs;
4. initiating and supporting legislative action that is beneficial to retired public school employees; and
5. supporting WEA/NEA programs and practices.

ARTICLE IV—MEMBERSHIP

Section 1. Eligibility for Membership

- (a) WEA-Retired membership shall be limited to those persons who qualify for Retired membership under the bylaws of the WEA and NEA provided they held a WEA-Retired/NEA-Retired pre-retired membership at the time of retirement or paid life or annual dues in WEA-Retired/NEA Retired after retiring.
- (b) Any person who is not a member of WEA or WEA staff at the time of retirement or severance of education employment unless such loss of membership occurred due to the person's placement in another bargaining unit and the person held a pre-retired membership prior to removal from a WEA local will be an associate member.

- (c) Any person who was an NEA Life Member or who held retired membership prior to the existence of WEA-Retired shall not be entitled to membership in WEA-Retired without payment of WEA-Retired dues but shall retain any right or privileges of retired membership such individuals enjoyed prior to the creation of WEA-Retired.
- (d) WEA-Retired members must, at the time of their retirement, meet the same standards for membership required of WEA active members. An individual may appeal for exception to this standard to the WEA-Retired Board. Further and final appeal may be made to the WEA Board.

Section 2. Unified Memberships

- (a) WEA-Retired membership is unified and requires membership in NEA-Retired and payment of both WEA-Retired/NEA-Retired dues.
- (b) No member shall retain voting rights in both WEA and WEA-Retired except WEA-Retired members who are delegates to WEA Representative Assembly or who are appointed to WEA boards, committees, task forces and other activities.

Section 3. Classes of Membership

- (a) Retired

A WEA-Retired member is any person who satisfies the eligibility requirements in Section 1.

- (b) Pre-retired

A Pre-retired member is any person eligible in Section 1 who has paid the NEA-Retired and WEA-Retired dues and who is currently employed in the public school system and/or education agency. Upon retirement or severance from education employment a Pre-retired member who has not held an administrative position at the time of retirement or at severance from education employment shall become a full member of WEA-Retired with the right to vote and hold office. Administrators will become associate members. (See Section 2B above).

- (c) Associate

Any member of NEA-Retired who was not a member of WEA at the time of retirement may become an Associate member of WEA-Retired with all the rights and privileges of a Retired member except they may not hold office or vote in the Association.

- (d) Honorary

This category of membership would be awarded by a vote of the WEA-Retired Board to persons not eligible for membership in any of the previous categories who have provided outstanding service and support to WEA-Retired and its programs. Honorary members shall not have the right to hold office or to vote in the association.

Section 4. Membership Right to Due Process

No member may be censured, suspended, or expelled from membership without the right to due process hearing which shall also include the right of appeal to the WEA-Retired Board.

Section 5. Membership shall not be denied to individuals on the basis of race, color, creed, national origin, ethnic background, political activities or beliefs, religion, gender, sexual orientation, age, size, marital status, economic status or the presence of any sensory, mental, or physical handicap.

Section 6. Membership and Fiscal Year

The membership year and the fiscal year shall be September 1 to August 31 inclusive.

ARTICLE V— DUES

Section 1. Dues Payment

- (a) WEA-Retired/NEA-Retired life memberships for Retired, Pre-Retired and Associate members shall be granted upon completion of payment of WEA-Retired/NEA-Retired life dues.
- (b) WEA-Retired/NEA-Retired annual membership shall be granted to Retired and Associate members upon payment of annual dues.
- (c) Honorary membership does not require any payment of dues.

Section 2. Voluntary Contributions

An annual contribution for political and legislative activity to promote and advance the cause of public education in the state of Washington is encouraged. All such contributions shall be remitted to, held, used, and applied by a political committee, subject to the restrictions and provisions of applicable law. Such contributions shall be voluntary.

ARTICLE VI—BOARD OF DIRECTORS

Section 1. Membership

The Board of Directors shall be the governing body of this Association and shall be composed of the elected officers and the council directors. The immediate past president shall serve a one (1)-year term as a voting member of the board. The financial director and committee chair shall be ex-officio, voting members. The event planner shall be an ex-officio, non-voting member. Any WEA-Retired member who is elected to an NEA-Retired office shall also be an ex-officio member.

Section 2. Recall

Any board member may be removed from office with cause by action of the board. The accused shall be informed in writing of the charges made and of the time for a hearing by the appropriate board representative. Unseating will be based on a two-thirds (2/3) board vote to unseat.

Section 3. Absence

- (a) In the event that an elected board director cannot attend a board meeting, the board may temporarily seat another WEA-Retired member from that director's council by a majority vote of those board members present.
- (b) The WEA-Retired board is authorized to remove from the board any director who has missed 3 or more consecutive meetings.

ARTICLE VII—OFFICERS

Section 1. The officers of this Association shall be the president, immediate past president, vice-president, secretary, and financial director.

Section 2. Officer Vacancies

- (a) The vice president succeeds to the office of president any time the office becomes vacant.
- (b) If an office other than the presidency becomes vacant, a replacement shall be chosen by the delegates to the most recent annual meeting and shall assume office for the balance of the term. A ballot shall be provided to the delegates by mail and/or e-mail.

Section 3. Removal of Officers

- (a) Any officer may be recalled or removed with cause at the annual meeting or a special meeting of the delegates to the annual meeting by a two-thirds (2/3) vote of all delegates present and voting.
- (b) In the event the president is recalled or removed, the vice president shall assume the office of president for the balance of the unexpired term.
- (c) If an officer other than the president is recalled or removed, a replacement shall be chosen by the delegates to the most recent annual meeting and shall assume office for the balance of the term. A ballot shall be provided to the delegate's mail or e-mail.

ARTICLE VIII—EXECUTIVE COMMITTEE

1. The Executive Committee shall be composed of the officers of the Association, three (3) members elected by the delegates of the annual meeting, the financial director, who shall serve as an ex-officio, voting member and the event planner, who shall serve as an ex-officio, non-voting member. Whenever possible, an educational support personnel (ESP) shall be a member of the committee.
2. The president shall be the chair of the executive committee.

ARTICLE IX—ANNUAL MEETING

Section 1. The delegate assembly of the Association shall be held annually.

Section 2. A special session may be held at the direction of the delegates to the annual meeting or by petition of at least forty (40) percent of the council directors.

ARTICLE X—ETHNIC-MINORITY GUARANTEE

WEA-Retired shall take all reasonable and legally permissible steps to achieve on its elective and appointive bodies ethnic-minority representation that is at least proportionate to the ethnic-minority population within WEA-Retired.

ARTICLE XI—AMENDMENTS

Section 1. Amendments to this constitution must be consistent with the WEA and NEA Constitutions and Bylaws.

Section 2. **Timelines**

- (a) All proposed amendments must be presented in writing to the WEA-Retired board of directors at least thirty (30) days prior to the annual meeting.
- (b) The WEA-Retired board of directors may initiate amendments or, with the submitter's approval, revisions.
- (c) The WEA-Retired board of directors shall present all proposed amendments, with or without Board recommendation, to the delegates at least fifteen (15) days prior to the Annual Meeting.

Section 3. Constitutional amendments proposed at the annual meeting require, for adoption, a two-thirds (2/3) vote of those delegates present and voting.

Section 4. The WEA-Retired board of directors is authorized to make non-substantive housekeeping changes in the Constitution.

ARTICLE XII—PARLIAMENTARY AUTHORITY

All questions of parliamentary procedure not covered by this Constitution shall be determined by the current edition of *Sturgis Standard Code of Parliamentary Procedure*.

WASHINGTON EDUCATION ASSOCIATION-RETIRED BY-LAWS

ARTICLE I—MEMBERSHIP RIGHTS AND PRIVILEGES

Any member may attend any WEA-Retired meeting and speak on any issue with the permission of the presiding officer.

ARTICLE II—DUES

Section 1. WEA-Retired/NEA-Retired member and associate member dues, both life and annual, must be unified. Dues for WEA-Retired, both life and annual, will be set by the WEA-Retired board of directors. Dues for NEA-Retired, both life and annual, will be set by the NEA board of directors.

Section 2. Special provision may be made for NEA-Retired members of other state-Retired affiliates transferring into WEA-Retired.

ARTICLE III—MEETINGS

Section 1. Board of Directors Meetings

- (a) The board of directors shall meet at least three (3) times a year. One meeting may coincide with the annual meeting.
- (b) On written request of five (5) members of the board, the President shall call a special meeting of the board by sending written notice to the entire board at least ten (10) days prior to the meeting.
- (c) A majority of the board shall constitute a quorum.

Section 2. Executive Committee Meetings

Meetings of the executive committee shall be held in accordance with action of the board of directors, at the call of the president, or at the request of a majority of the executive committee members.

Section 3. WEA-Retired Annual Meeting

There shall be an annual meeting of the Association called by the Board of Directors.

ARTICLE IV—POWERS AND DUTIES OF THE BOARD OF DIRECTORS

The Board of Directors shall:

1. require an annual audit by an internal committee of members and, minimally, an annual financial review by a certified public accountant;
2. fill vacancies in the WEA-Retired elected positions except for that of the president;

3. approve work team/committee appointments;
4. adopt standing rules for the board and committees;
5. establish financial policies for the Association;
6. approve programs and projects and assist in their implementation;
7. be responsible for formulation, coordination, implementation, and publication of organization policy;
8. work with the vice president in promoting membership and services and in developing programs;
9. assist in the organization of the membership in local/-council WEA-Retired chapters;
10. promote WEA-Retired member involvement in the WEA legislative process and lobbying; and
11. have the authority to interpret the constitution and bylaws.

ARTICLE V—POWERS AND DUTIES OF THE OFFICERS

Section 1. President

The President shall:

- (a) call regular and special meetings of the board of directors and shall preside at such meetings;
- (b) appoint, with the advice and consent of the executive committee and board of directors, the financial director;
- (c) appoint, with the advice and consent of the board of directors, members of all work teams, standing committees and special committees and their respective chairs unless otherwise provided for;
- (d) be an ex-officio member of all committees except the nomination and elections committee;
- (e) prepare agendas for the governing bodies of the Association;
- (f) review Association policies and priorities to be considered by the board;
- (g) present the budget to the WEA-Retired board at its first meeting of the fiscal year;
- (h) present to the board programs for approval and seek board assistance in implementation of such programs;

- (i) preside over all general membership assemblies;
- (j) serve as a director on the WEA board;
- (k) be a candidate for state delegate status to NEA Representative Assembly and with that position delegate status at the NEA-Retired annual meeting.

Section 2. Immediate Past President

The immediate past president may offer assistance and counsel to the president regarding committee structure and relationships with related organizations.

Section 3. Vice President

The vice president shall:

- (a) preside at meetings in the absence of the president and have all the powers and perform all the duties of the office of president at that time;
- (b) succeed to the office of president at any time the office becomes vacant;
- (c) help council directors and local/-council chapters in membership promotion;
- (d) assist in the formation of and development of new local/council chapters;
- (e) be a candidate for state delegate status to NEA Representative Assembly and with that position delegate status at the NEA-Retired annual meeting.

Section 4. Secretary

The secretary shall:

- (a) record all proceedings;
- (b) send minutes to at least two other executive committee members for review prior to submitting for acceptance at the next meeting of the appropriate body;
- (c) maintain appropriate records.

Section 5. Financial Director

- (a) Appointment

The president, with the approval of the executive committee, will appoint the financial director. The appointment will be presented at the next regular or special meeting of the WEA-Retired board for confirmation whereupon the newly appointed financial director will assume the duties of that office.

- (b) Powers and Duties of the Financial Director

The financial director shall:

- (1) serve as an ex-officio, voting member of both the executive committee and the board of directors of WEA-Retired;
- (2) prepare an expenditure report for each WEA-Retired board meeting;
- (3) prepare and present an Association statement for the delegates at each annual meeting;
- (4) pay the regular and special bills and accounts of the Association, which are within the approved budget with the President approving all other payments;
- (5) process memberships in cooperation with WEA staff; and
- (6) monitor the progress of the investment portfolio.

ARTICLE VI—POWERS AND DUTIES OF THE EXECUTIVE COMMITTEE

1. The executive committee shall carry out the program and policies of the delegates to the annual meeting and the board of directors. It shall exercise the general authority of the annual meeting and the board between their meetings.
2. Action of the executive committee may be subject to approval by the board of directors.
3. Make financial decisions.

ARTICLE VII—REPRESENTATIVES TO RELATED ORGANIZATIONS

Section 1. WEA-Retired Representation on the WEA Board of Directors

The President of WEA-Retired shall serve as a director on the WEA Board. The presidential ballot offered at the Annual Meeting shall reflect this dual position. In the event that more director positions become available on the WEA Board, the subsequent position(s) shall be filled by and from the WEA-Retired board of directors. A successor shall be chosen from the executive committee of the WEA-Retired board of directors.

Section 2. State Delegate to the NEA Representative Assembly

The WEA-Retired president and vice president's names shall be placed on the NEA-Retired ballot as candidates for state-designated delegate positions to the NEA Representative Assembly.

Section 3. WEA-PAC Board Representative

The WEA-Retired president, with the approval of the WEA-Retired board, shall appoint the WEA-PAC board representative.

Section 4. WEA-Retired Delegates to the WEA Representative Assembly

- (a) The WEA-Retired board may establish a ratio of delegates to the WEA Representative Assembly not to exceed the ratio established by the WEA Board.
- (b) Election of WEA-Retired Delegates
 - (1) If the number of nominees to the WEA Representative Assembly is less than or equal to the number of delegates established by the WEA Board or the WEA-Retired Board, then the WEA-Retired Board of Directors will confirm the nominees to be duly elected delegates.
 - (2) If the number of nominees to the WEA Representative Assembly is greater than the number of delegates established by the WEA Board or the WEA-Retired Board, then an election of the Retired members will be held.

Section 5. Delegate to the NEA-Retired and NEA Representative Assemblies

- (a) The ratio of NEA-Retired delegates to NEA Representative Assembly will be as established in the NEA Constitution.
- (b) Delegates elected will be considered delegates to both NEA and NEA-Retired representative assemblies.

Section 6. The WEA-Retired president shall submit to the WEA President a list of Retired WEA-Retired members eligible for membership on appointed groups.

Section 7. The WEA-Retired member lobbyists shall be members of any coalition of active and/or retired employees approved by the WEA-Retired board of directors.

ARTICLE VIII—NOMINATIONS, ELECTIONS AND TERMS OF OFFICE

Section 1. Nomination and Elections Committee

- (a) The president shall appoint co-chairs, at least one of whom is a member of the WEA-Retired Executive Committee. One or both chairs may recruit members as needed to fill the duties of the committee.
- (b) The committee shall establish election guidelines, oversee process, and determine the validity of all elections at the state level of the Association.

Section 2. Nomination of Officers

- (a) The nominations and elections committee may actively search for nominees for each office to be filled.
- (b) Nominations may be made from the floor of the annual meeting.
- (c) Nominees must be Retired members in good standing of WEA-Retired. All nominations must be made with the consent of the nominee.

Section 3. Term of Office for Officers

- (a) The president and vice president shall be elected in even-numbered years. The secretary shall be elected in odd-numbered years.
- (b) All officers shall serve for a term of two (2) years or until a successor is elected. However, the immediate past president shall serve a term of one (1) year. The number of consecutive years of service shall be limited to not more than six (6) years in the same office excluding time filling out a vacancy in that office.
- (c) New officers shall take office upon adjournment of the NEA Representative Assembly following their election. If necessary, any officer may remain in office until a successor is duly elected or appointed.

Section 4. Election Procedures for Officer Positions

- (a) The officers in contested elections shall be elected by secret ballot at the annual meeting by voting delegates. A majority vote is necessary for election. If on the first ballot a candidate does not receive a majority of votes cast, the name of the candidate receiving the lowest vote count will be deleted from successive ballots until a candidate receives a majority vote.
- (b) Election to the office of president is also an election to the WEA Board of Directors.
- (c) Election to the office of vice president is also an election as an alternate to the WEA Board of Directors.

Section 5. Board of Director Council Identification

- (a) Each council shall be entitled to one (1) director.
- (b) Council directors may represent either the council in which they reside or from which they retired. No director may simultaneously represent more than one (1) council.

Section 6. Nominations for council Director Positions

- (a) Kent, North Central WEA, Pilchuck, Puget Sound, Rainier, Spokane, Vancouver, WEA Cascade, WEA Midstate, WEA Olympic, and WEA Riverside, will elect directors in even numbered years. Sammamish, Seattle, Soundview, Summit, Tacoma, WEA Chinook, WEA Eastern Washington, WEA Fourth Corner, WEA Lower Columbia, and WEA Southeast will elect directors in odd numbered years.
- (b) If there is not a council chapter, then nominations for council directors should be made to the nominations and elections chair at least fifteen (15) days before the annual meeting.

Section 7. Election of Council Directors

- (a) Council directors will be elected by the retired members from the council the director will represent if there is a council chapter and by the voting delegates to the WEA-Retired annual meeting if there is not a council chapter.

- (b) A vacancy will be filled by the retired members from the council the director will represent if there is a council chapter and by the President of WEA-Retired if there is not a council chapter.

Section 8. Terms of Office for Council Directors

- (a) Council directors shall be elected for a two (2) year term.
- (b) Council directors shall be elected for no more than three (3) consecutive two (2)-year terms or a maximum of six (6) years, excluding time filling out a vacancy in that office. Following an interval of one (1) full year without service on the board, a former director may again serve as an appointed or elected director representing a council.
- (c) A director's term of office may be ended by a majority vote of the board if that director has missed 3 or more consecutive meetings. In the case of directors elected by the board, the board is then empowered to elect a replacement director. In the case of directors elected by a chapter, the chapter is then directed to elect a new director or send an alternate to the board meetings.

Section 9. Nominations for Delegates to the Annual Meeting

- (a) Each council shall be eligible to elect at least one (1) voting delegate and one (1) alternate. Additional delegates shall be based on a ratio of one (1) delegate for each fifty (50) retired WEA-Retired members, or major fraction thereof. Members of the WEA-Retired board shall not be counted as delegates in the council allocation.
- (b) Nomination of delegates shall be made to the nominations and elections chair at least fifteen (15) days before the election.

Section 10. Election of Delegates

- (a) Delegates will be elected by the retired members from the council the delegates will represent if there is a council chapter and by the WEA-Retired Board of Directors if there is not a council chapter.
- (b) The names of the elected delegates and alternates shall be submitted to the nominations and elections chair at least forty-five (45) days prior to the Annual Meeting.

ARTICLE IX—WORK TEAMS/COMMITTEES

Section 1. The WEA-Retired work teams/committees shall include but not be limited to Legislative, Audit, Nominations and Elections, Seminars, Scholarships, and Editorial Board.

Section 2. Other work teams and Committees will be formed as needed.

Section 3. All work teams and committees shall receive their charges from the president as approved by the board.

Section 4. Work team and committee reports will be submitted in final written form to the annual meeting.

Section 5. Committee chair will be ex-officio, voting members of the WEA-Retired board of directors.

ARTICLE X—ANNUAL MEETING

Section 1. The executive committee shall be the officers of the annual meeting. The president shall be the chair of the Annual Meeting.

Section 2. The voting delegates at the annual meeting shall be members of the board of directors and those Retired members in good standing:

- (a) who have been elected by the council chapter to which they belong or
- (b) who have been elected by the WEA-Retired board if there is no council chapter.

Section 3. Successor delegates may vote only if they are replacing a delegate.

ARTICLE XI—FINANCE AND INVESTMENT

1. Monies to fund the operating budget shall be derived from the earnings of the funds invested in the name of WEA-Retired and annual dues. If annual dues have been expended and further funds are necessary, then life dues may be accessed.
2. All expenditures of the Association outside the approved budget shall be approved by the president.
3. Expenses for meetings of the WEA-Retired board and authorized committees shall be paid by WEA-Retired.
4. The audit committee appointed by the president shall examine the accounts annually.
5. The WEA-Retired executive committee shall oversee the investment and management of all funds derived from WEA-Retired life dues in the name of WEA-Retired in accordance with the WEA-Retired Investment Policy adopted by the WEA-Retired Board of Directors.

ARTICLE XII—AMENDMENTS

Section 1. Amendments to these bylaws must be consistent with the WEA and NEA Constitutions and Bylaws.

Section 2. All proposed amendments must be presented in writing to the delegates to the annual meeting prior to the end of the first business session.

Section 3. Amendments to these bylaws require, for adoption, a majority vote of all delegates present and voting.

Section 5. The WEA-Retired Board is authorized to make non-substantive housekeeping changes in the Bylaws.

ARTICLE XIII—PARLIAMENTARY AUTHORITY

All question of parliamentary procedure not covered by these Bylaws shall be determined by the current edition of *Sturgis Standard Code of Parliamentary Procedure*.

Approved by the WEA Board of Directors at their August 17, 1994 meeting.
Approved by the WEA Board of Directors at their October 20-21, 1995 meeting.
Approved by the WEA Board of Directors at their July 26, 1996 meeting.
Approved by the WEA Board of Directors at their May 5, 1999 meeting.
Approved by the WEA Board of Directors at their June 18, 1999 meeting.
Approved by the WEA Board of Directors at their June 16, 2001 meeting.
Approved by the WEA Board of Directors at their June 6, 2003 meeting
Approved by the WEA Board of Directors at their January 14, 2005, meeting
Approved by the WEA Board of Directors at their June 2007 meeting
Approved by the WEA Board of Directors at their June 2009 meeting

The approval by the WEA Board of Directors in June 2009 removed the following language:

Constitution

Article XI-Amendments

Section 4. Constitutional amendments adopted at the Annual Meeting shall be presented to the WEA President for consideration and approval by the WEA Board of Directors. The changes shall take effect upon approval by the WEA Board of Directors.

Bylaws

Article XII-Amendments

Section 4. Bylaws amendments adopted at the Annual Meeting shall be presented to the WEA President for consideration and approval by the WEA Board of Directors. The changes shall take effect upon approval by the WEA Board of Directors.

Amended by the delegates to the 2010 WEA-Retired Annual Meeting

Amended by the delegates to the 2012 WEA-Retired Annual Meeting

Amended by the delegates to the 2013 WEA-Retired Annual Meeting

Amended by the delegates to the 2014 WEA-Retired Annual Meeting