

Memphis Education Association Constitution & Bylaws

As revised and adopted by the
Representative Assembly
March 21, 2006



Printed March 19, 2007

Memphis Education Association
126 Flicker Street, Memphis, TN 38104

**MEMPHIS EDUCATION ASSOCIATION
CONSTITUTION & BYLAWS
March 21, 2006**

TABLE OF CONTENTS

ARTICLE	TITLE	PAGE
Article I	Name and Affiliation	1
Article II	Purposes	1
Article III	Membership	2
Article IV	Officers.....	3
Article V	Board of Directors	4
Article VI.....	Representative Assembly	5
Article VII.....	Amendments.....	6
Bylaws Article I.....	Meetings	6
Bylaws Article II.....	Quorum	6
Bylaws Article III.....	Officers.....	7
Bylaws Article IV	Executive Director.....	9
Bylaws Article V	Board of Directors	10
Bylaws Article VI	Representative Assembly	12
Bylaws Article VII	Accredited Association Representatives.....	14
Bylaws Article VIII	Standing Committees.....	15
Bylaws Article IX	Memphis-Political Action Committee for Education	19
Bylaws Article X	Elections	20
Bylaws Article XI	Caucuses	21
Bylaws Article XII	Initiative, Referendum and Recall	21
Bylaws Article XIII	Dues	23
Bylaws Article XIV	Delegates to TEA and NEA	24
Bylaws Article XV	Fiscal Year	25
Bylaws Article XVI.....	Rules of Order.....	25
Bylaws Article XVII.....	Amendments.....	25
Bylaws Article XVIII.....	Definitions	26
Appendix A.....	Code of Ethics.....	27
Appendix B.....	Description/Articles	29
Appendix C.....	Transition Schedule for Two-year Presidency	32

CONSTITUTION

ARTICLE I NAME AND AFFILIATION

Section 1. The name of this Association shall be the Memphis Education Association, Incorporated, and may be referred to as the Association or the MEA.

Section 2. This organization shall be affiliated with the Tennessee Education Association (TEA) and with the National Education Association (NEA), and shall meet the minimum standards for affiliation as set forth in the TEA and NEA governance documents.

Section 3. The principal place of business of this organization shall be Memphis, Shelby County, Tennessee.

ARTICLE II PURPOSES

Section 1. To work for the welfare of school children, the advancement of education, and the improvement of instructional opportunities for all.

Section 2. To unite and strengthen the education profession and to secure and maintain the salaries, retirement, tenure, professional and sick leave, and other working conditions necessary to support education as a profession.

Section 3. To develop and promote the adoption of such ethical practices, personnel policies, and standards of preparation and participation as mark a profession.

Section 4. To enable members to speak with a common voice on matters pertaining to the teaching profession and to present their individual and common interests before the Board of Education and other legal authorities.

Section 5. To develop the abilities and resources of the individual members and to promote their welfare generally.

- a. To create in the community at large a deeper sense of the dignity of the teaching profession and the importance of the interest they represent; and
- b. To create and maintain a fund for proper execution of the corporate purposes.

Section 6. To hold property and funds and to employ a staff for the attainment of these purposes.

Section 7. To negotiate a master contract for the Association.

ARTICLE III MEMBERSHIP

Section 1. Membership in the Association shall consist of the following classifications: active, associate, life, reserve, retired, staff, and substitute. All questions regarding such matters as classification, eligibility, and privileges of members shall be determined by the Board of Directors.

Section 2. Active Members.

- a. Active membership shall be open to any person who is engaged in or who is on a limited leave of absence from educational work or who is serving as a full time executive officer of an education association. Active members shall be employees of the Memphis City Schools or Memphis City Schools approved Public Charter Schools. Active membership is limited to persons who support the principles and goals of the Association. An active member is entitled to all rights and privileges of membership in this local Association. Active members who are on leave of absence of at least six months from their education positions have two options with respect to membership:
 - (1) They are eligible for Active membership with full voting and membership rights; or
 - (2) They may become Reserve members and forego voting and membership rights.
- b. Active members in the Association shall also maintain membership in the TEA, the NEA, the Memphis Political Action Committee for Education (M-PACE), and the Association Legal/Scholarship Program (ALSP) provided that said membership in M-PACE and/or ALSP is not withdrawn according to the procedures provided in Article XII (Dues), Section 2, of the Bylaws.
- c. Membership shall become effective upon payment of annual dues in accordance with the provisions of the Constitution and Bylaws and within the policies and regulations of the RA of the Association. Active membership shall be continuous until the member leaves the school system, resigns from the Association, fails to pay membership dues, or fails to comply with all rules and regulations of this local Association.

Section 3. Associate Members. Associate membership is open to any person who is interested in advancing the cause of public education but who is not eligible for any other class of membership in the Association.

Section 4. Life Members. All past presidents of the Association and the Bluff City Education Association shall be honored by a life membership without further payment of dues. Life membership shall carry all the privileges of Article III, Section 2, provided the person is employed in a position eligible for active membership as defined in Article III, Section 2.

Section 5. Reserve Members. Reserve membership is open to any person who is on a leave of absence of at least six months from the employment that qualifies him or her for Active membership but whose employment status no longer qualifies that individual for such membership. Reserve members may not vote or hold elective or appointive positions in the Association.

Section 6. Retired Members. Active members who retire may continue as honorary members for life. They shall not be eligible to vote, hold office, or represent the Association. Retired membership is limited to persons who support the purposes and programs of the Association.

Section 7. Staff. Staff membership shall be open to any person employed by the Association. Staff members shall be entitled to all rights, privileges, services, and benefits, except the right to vote, hold office, or receive legal assistance relative to employment.

Section 8. Substitute Members. Substitute membership is open to an educational employee employed on a day-to-day basis who is eligible for membership in the Active or Educational Support category.

Section 9. Discipline of Members. According to procedures adopted by the RA, the Board of Directors, upon recommendation of the Professional Rights and Responsibilities (PR&R) Committee, may censure, suspend from membership, or expel any member who shall have violated the Code of Ethics of the Education Profession (see Appendix A) and may cancel the membership of any member convicted in a court learned in the law of a crime involving moral turpitude. The member concerned must, however, have been given due notice of such an action, and must have had an opportunity for a due process hearing before the Board of Directors. Any disciplinary action taken by the Board of Directors may be appealed to the RA. The Board of Directors may reinstate a member who has previously been suspended or expelled from the Association.

ARTICLE IV OFFICERS

Section 1. The officers of the Association shall consist of a president, vice-president, a secretary, and a treasurer.

Section 2. Method of Selection. The president, vice-president, the secretary, and the treasurer shall be elected by secret ballot by the membership at large according to the procedures outlined in Article IX of the Bylaws. The position of president shall alternate from white to ethnic minority. In the years that the president is white, the vice-president shall be ethnic minority and in the years that the president is ethnic minority, the vice-president shall be white.

Section 3. Term of Office. The officers shall serve for a term of two years. They shall assume the duties of their respective offices on July 1 following their elections. Officers may not succeed themselves in an elected office.

Section 4. Filling of Vacancies.

- a. A vacancy shall be declared in case of death, resignation, or as otherwise provided in this Constitution and Bylaws.
- b. Should a vacancy occur in the office of president, the vice-president shall assume the office of the president for the remainder of the unexpired term.
 - (1) Should a vacancy occur in the office of the president who has completed less than twelve (12) calendar months, the vice-president shall act as president pro tempore for thirty (30) days. During the thirty days, a special election

shall be held and the membership shall elect a president of the same race as the former president to fill the remaining part of the unexpired term.

- (2) Should a vacancy occur in the office of a president who has served more than twelve (12) calendar months, the vice-president shall complete the unexpired term. This does not prevent his/her running for the next full term of president.
- c. Should a vacancy occur in the office of vice-president, the Elections Committee shall hold an election of the membership within thirty days to fill the office of vice-president.
- d. Should the offices of president and vice-president be vacant at the same time, the secretary or, if there is no secretary, the treasurer shall become president pro tempore until an election can be held for these offices. The membership shall elect the offices of president and vice-president within thirty days. These persons elected shall take office the day following the elections and shall serve the unexpired terms.
- e. If the office of or treasurer becomes vacant, the Elections Committee shall hold a special election within thirty days to fill the office for the remainder of the unexpired term.

Section 5. Membership Requirements. Officers shall have been members of the UEP for at least three years prior to their assuming office and shall maintain their membership in good standing during their terms of service.

ARTICLE V BOARD OF DIRECTORS

Section 1. The Board of Directors shall consist of the elected officers and two district directors, one ethnic minority and one white, elected by and from each of the four MEA districts.

- a. One principal/assistant principal which shall alternate from white to ethnic minority shall be elected at-large from persons assigned as principals/assistant principals.
- b. One instructional supervisor/consultant member which shall alternate from white to ethnic minority shall be elected at-large from persons assigned as instructional supervisors/consultants.
- c. One mental health/support professional member which shall alternate from white to ethnic minority shall be elected at-large from persons assigned as specialists.
- d. One educational support personnel member which shall alternate from white to ethnic minority shall be elected at-large from persons assigned as educational support personnel.
- e. The TEA District 14 and 15 Board of Directors members shall be MEA Board of Directors members and each shall have a vote.

- f. Any other MEA member(s) who serves on the TEA or NEA Board of Directors shall be an ex-officio member(s) of the MEA Board of Directors without a vote.

Section 2. Membership of the Board of Directors shall reflect a representation of ethnic minority members at least proportional to the ethnic minority membership in the Association. There shall be proportional representation of classroom teacher members and administrative members. The total composition of the Board of Directors shall reflect at least a proportional representation of ethnic minorities, administrators and ESPs as there are active and life members of the Association. If this representation is not reflected after the normal election process, additional representation shall be nominated and elected for a one year term by the RA to fulfill this requirement.

Section 3. If, during his/her term of office, a member of the Board of Directors should be elected president or vice-president, he/she shall be considered as having resigned from the Board of Directors position, effective on the date the office to which he/she has been elected.

Section 4. In case of a vacancy on the Board of Directors, the Elections Committee shall hold a special election to fill the vacancy for the unexpired term, provided the unexpired term is more than nine months. If fewer than nine months remain in the term, the RA shall hold an election by secret ballot to fill the vacancy for the unexpired term. Should an elected member of the Board of Directors be transferred from his/her district, said member may serve until the next general election, at which time a successor will be elected to serve out his/her unexpired term.

This section does not apply to TEA or NEA Board of Directors members who are serving on the MEA Board of Directors. If a vacancy exists in those positions, it will be filled by provisions in either the TEA Constitution and Bylaws or the NEA Constitution and Bylaws.

Section 5. Any member of the Association who is not a member of the Board of Directors may attend its meetings and may receive permission to speak upon approval of the body.

ARTICLE VI REPRESENTATIVE ASSEMBLY

Section 1. The legislative and general policy forming body of the Association shall be the Representative Assembly.

Section 2. The RA shall consist of the Board of Directors and one or more representatives elected by and from the membership of each unit. The election of Association Representatives shall follow the same provisions for representation of ethnic minorities, classroom teachers, and administrators as provided under Constitution Article V, Section 2.

Section 3. Any member of the Association who is not a member of the RA may attend its meetings and may receive permission to speak upon approval of the body.

ARTICLE VII AMENDMENTS

Section 1. The RA may adopt amendments to this Constitution by a two-thirds majority of those present and voting at any regular meeting provided that a quorum is present and that the amendments have been introduced in writing and presented to the RA and the President at least two regular meetings in advance; provided that at least 40 calendar days have elapsed. The President shall cause such proposed amendments to be published at least ten days in advance of the vote in a publication going to all active members of the Association.

Section 2. An approved amendment shall become effective upon adjournment of the RA at which the amendment was passed unless the amendment includes a different specified beginning date.

BYLAWS ARTICLE I MEETINGS

Section 1. Special meetings of the entire membership may be called at a designated time and place as follows: (a) by the president; (b) by the majority vote of the Board of Directors; (c) by a majority vote of the RA; or (d) upon submission of signed petitions bearing the signatures of at least 200 active members with no more than twenty-five from any one school. Said petitions shall be submitted to the President. The President shall set the time and place for the meeting and shall call the meeting into session no sooner than ten days or no more than thirty days in the future unless an alternate date and time are specified in the petition. Business to come before special meetings must be stated in the call.

Section 2. The RA shall meet in regularly scheduled sessions at least nine times each fiscal year. The dates and places of meetings shall be determined by the RA. It shall meet in special sessions as necessary upon call of the president, a majority of members of the Board of Directors, or by a petition signed by twenty-five members of the RA from at least fifteen schools.

Section 3. The Board of Directors shall meet at least one time each calendar month according to a calendar established by that body. When necessary, it shall meet in special session upon call of the President or upon signed petition of seven or more members of the Board of Directors. The date and place of the meeting shall be set by the President or as stipulated in the petition.

BYLAWS ARTICLE II QUORUM

Section 1. Regular Meetings.

- a. A quorum for regular meetings of the Board of Directors shall be a majority of the members of the Board.
- b. A quorum for regular meetings of the RA shall be one hundred duly elected and certified Representatives. The RA shall establish its own rules for AR certification.

- c. A quorum for regular meetings of committees shall be a majority of the committee members.

Section 2. A quorum for special meetings of the Board of Directors, RAs or Committees shall be a majority of their members. A special meeting is defined as any non-regular meeting for which notice is received by members of the body more than 24 hours in advance.

Section 3. A quorum for any emergency meeting of the Board of Directors, RAs or Committees shall be 60% or more of their members. An emergency meeting is defined as any meeting for which less than 24 hours notice is given.

Section 4. A quorum for a general membership meeting shall be two-hundred members.

Section 5. Members shall be defined (as used in (1) through (3) above) as actual persons holding positions. Open positions shall not be counted in determining a quorum.

BYLAWS ARTICLE III OFFICERS

Section 1. Duties of the President. The president shall be the chief elected officer of the Association. The duties of the president shall be:

- a. To be responsible for the review of policies and priorities of the Association with the executive director, the Board of Directors and RA;
- b. To present recommendations to the Board of Directors and/or RA on policies, programs, or positions of the Association;
- c. To prepare a proposed agenda for meetings of the RA;
- d. To prepare a proposed agenda for meetings of the Board of Directors;
- e. To preside at all meetings of the Board of Directors, the RA, and the general membership;
- f. To call necessary and/or mandated meetings of the Board of Directors, the RA, and the general membership;
- g. To meet on a regular basis, but no less than quarterly, with the executive director to review the status of the program;
- h. To represent the Association or assign responsibility for such representation;
- i. To appoint and remove, with the approval of the Board of Directors, the members and chairpersons of all standing committees, except as otherwise provided herein;
- j. To appoint the members and chairpersons of all ad hoc and special committees, with the approval of the Board of Directors, unless otherwise directed by the governing body creating the committee, except as otherwise provided herein;

- k. To serve as *ex-officio* member of all committees (except the Elections Committee), and with the assistance of the vice-president, coordinate the work of all standing committees;
- l. To authorize the disbursement of funds and sign checks within budgetary limits and policies established by the RA;
- m. To recommend prior to December 1 of each year an auditor, subject to the approval of the RA;
- n. To delegate duties to the officers;
- o. To receive the reports of committees and be responsible for making the reports available to the appropriate bodies;
- p. To sign with the executive director and upon authorization of the RA or Board of Directors, with each acting within its authority, any notes, mortgages, deeds, or other similar legal papers and thereby bind said Association; and
- q. To perform other duties that are appropriate and that are assigned by any of the governing and procedural documents of the Association.

Section 2. Duties of the vice-president. The duties of the vice-president shall be:

- a. To act for the President when the President is unable to perform the duties of office;
- b. To assist the President, at the direction of the President, with the duties of that office;
- c. To serve as an *ex-officio* member of all standing committees;
- d. To perform such other duties as are set forth in the governing and procedural documents of the Association that have been approved by the RA and/or the general membership.

Section 3. Duties of the Secretary. The duties of the secretary shall be:

- a. To be responsible for preparing and filing the records of all meetings of the Board of Directors, the RA, and the general membership;
- b. To be responsible for the distribution of minutes of such meetings to the president, the executive director, and the Public Relations Committee.
- c. To be responsible for the distribution of the minutes to the RA members and the members of the Board of Directors; and
- d. To be responsible for such other duties as may be delegated by the president or stipulated by the governing and procedural documents of the Association, as approved by the RA and/or the general membership.

Section 4. Duties of the Treasurer. The duties of the treasurer, under provisions established by the RA, shall be:

- a. To recommend policies for the responsible safekeeping and accounting of Association funds;
- b. To be responsible for explaining the financial status of the Association to the Board of Directors and to the RA;
- c. To present all financial records within his/her custody for annual audits within the month following the closing of the fiscal year and to report the results to the Board of Directors and the RA at their next regularly scheduled meeting;
- d. To countersign checks after they have been properly authorized and drawn;
- e. To see that checks are timely issued for all financial obligations of the Association pursuant to actions, authorization, or policies of the RA and/or Board of Directors;
- f. To serve as a chairperson of the Finance Committee; and
- g. To perform other duties as stipulated in the governing and procedural documents of the Association, as approved by the RA and/or the general membership.

Section 5. Each officer shall have the obligation of instructing his/her successor in the duties of that office and working with him/her as needed during the year following his/her election.

BYLAWS ARTICLE IV EXECUTIVE DIRECTOR

Section 1. Employment. The Board of Directors shall employ an executive director (if such a position is authorized by the RA) who shall be the chief administrative employee of the Association.

Section 2. Duties. Under the direction of the Board of Directors, the duties of the executive director shall be:

- a. To implement the actions of the Board of Directors and the RA;
- b. To inform the Board of Directors, RA, and all committees on all matters pertaining to policy and administration;
- c. To coordinate and follow up on all activities of the Association which involve correspondence and communications of the Board of Directors and the RA, unless otherwise provided for by the respective body;
- d. To be responsible for the proper maintenance and operation of a headquarters office for the Association and serve as the custodian of the records of the Association within established policies;
- e. To recommend the professional and supportive staff to be employed by the Board of Directors;

- f. To draw and in the absence, refusal, or inability of the president or treasurer, to co-sign checks;
- g. To sign with the president and upon authorization of the RA or Board of Directors, with each acting within its authority, any notes, mortgages, deeds, or other similar papers and thereby bind the said Association; and
- h. To carry out other duties assigned him/her by the Constitution and Bylaws, RA, and Board of Directors.

BYLAWS ARTICLE V BOARD OF DIRECTORS

Section 1. The Board of Directors shall consist of the elected officers and two district directors, one ethnic minority and one white, elected by and from each of the four MEA districts.

- a. One principal/assistant principal member which shall alternate from white to ethnic minority shall be elected at-large from persons assigned as principals/assistant principals.
- b. One instructional supervisor/consultant member which shall alternate from white to ethnic minority shall be elected at-large from persons assigned as instructional supervisors/consultants.
- c. One mental health/support professional member which shall alternate from white to ethnic minority shall be elected at-large from persons assigned as specialists.
- d. One educational support personnel member which shall alternate from white to ethnic minority shall be elected at-large from persons assigned as educational support personnel.
- e. The TEA District 14 and 15 Board of Directors member shall be MEA Board of Directors members and shall each have a vote.
- f. Any other MEA member(s) who serves on the TEA or NEA Board of Directors shall be ex-officio member(s) of the MEA Board of Directors without a vote.

Section 2. The president shall serve as chairperson of the Board of Directors. If after the annual election process there is a vacant Board of Directors position, the position shall be advertised and filled by the Representative Assembly by any active member at the last Representative Assembly of the year.

This section does not apply to TEA or NEA Board of Directors members who are serving on the MEA Board of Directors. If a vacancy exists in those positions, it will be filled by provisions in either the TEA Constitution and Bylaws or the NEA Constitution and Bylaws.

Section 3. Term of office. One director for each MEA district shall be elected by members of the district each year to serve for a term of two years. A district director shall serve no more than two consecutive terms in this office. In the event a member has served two consecutive terms as a

district director, a full year must have elapsed before said individual is eligible for election to this office again.

The principal/assistant principal member, instructional supervisor member, mental health/support professional member, and educational support personnel member shall be elected by their respective groups to serve for a term of two years.

Section 4. Qualifications. The director shall have been a UEP member in good standing for at least three consecutive years immediately prior to assuming office, and shall maintain such membership throughout the term of office.

Section 5. Duties of the Board of Directors. Within the authority granted by the Constitution and Bylaws and/or the RA, the duties of the Board of Directors shall be:

- a. To act on behalf of the Association within the restraints established by the Constitution and Bylaws, RA actions, or policies, and established Board of Directors actions or policies;
- b. To approve the appointment and removal of the membership and chairpersons of all committees and set up guides for the work of the committees in line with the general duties of the committees as stated in the Bylaws, except as otherwise provided herein;
- c. To approve a written guide for the work of the executive director, the Board of Directors, and the committees in line with the general duties as stated in the Constitution and Bylaws, and to review that guide each year for possible improvements;
- d. To set the terms and conditions of the contracts of the professional and supportive staff;
- e. To employ an executive director if such position is authorized by the RA;
- f. To approve the employment of professional and supportive staff, if such positions are authorized by the RA, upon the recommendations of the executive director;
- g. To propose to the RA policies governing the receipts, expenditures, safekeeping, and accounting of the funds of the Association;
- h. To carry out the actions, recommendations, and policies of the RA as assigned to it by the RA;
- i. To act on behalf of the RA in emergencies, but not in such a way as to modify any action of the RA;
- j. To call special meetings of the RA or the general membership;
- k. To approve a proposed budget for each fiscal year and submit it to the RA for final approval;
- l. To authorize workshops and training conferences; and

- m. To enter into legal action on behalf of the Association within budgetary limits and RA guidelines in all matters related to teacher rights defense cases or in response to legal actions taken against the Association;
- n. To attend all regular meetings of the Board of Directors. After three (3) consecutive absences by a Board of Directors member, the president may declare the position vacant.

Section 6. Duties of the Directors.

- a. To represent active membership within a particular MEA constituency on the Board of Directors;
- b. To coordinate the action and the efforts of the constituency delegation in the RA;
- c. To submit names and background information from his/her constituents for consideration for appointments;
- d. To assist the Membership Committee with membership enrollments, but not to serve on that committee; and
- e. To serve as recorders and reporters for delegations in the RA.

BYLAWS ARTICLE VI REPRESENTATIVE ASSEMBLY

Section 1. General Function. The RA shall be the legislative body of the Association, provided actions shall not be in conflict with the provisions of the Constitution and Bylaws.

Section 2. The RA shall consist of the following persons: elected officers, members of the Board of Directors, and unit or location representatives.

Section 3. Officers. The officers of the Association shall be officers of the RA.

Section 4. Duties of the RA. The duties of the RA shall be:

- a. To establish standing rules of the RA which shall govern until repealed or modified.
- b. To serve as the policy making body of the Association;
- c. To develop objectives and programs for the achievement of stated purposes and goals and provide for continuing evaluation and improvement of programs;
- d. To establish policies, positions, and/or directions of the Association;
- e. To consider all proposals of the Board of Directors;
- f. To establish ad hoc and special committees as needed;

- g. To call for state and/or national assistance as the need arises;
- h. To approve the annual budget of the Association for the next year no later than the regular meeting in April;
- i. To approve written policies for the receipts, expenditures, safekeeping and accounting of all Association funds.
- j. To submit any questions to a referendum of all active Association members when approved by two-thirds of the membership of the RA;
- k. To call for a review of the procedures being utilized by any body within the Association;
- l. To amend the Constitution and Bylaws of the Association;
- m. To consider matters referred to it by any school through its AR;
- n. To create and/or abolish a political action arm and to adopt, modify, and/or abolish bylaws for the operations of such;
- o. To meet Association emergencies by expending reserve funds not in excess of ten percent of the current annual budget;
- p. To appoint a parliamentarian;
- q. To approve bargaining objectives;
- r. To employ an auditor prior to January 15 of each year and provide for an audit as quickly as possible after the close of each fiscal year, and;
- s. To authorize entering into legal action in the name of MEA, when it is the Association initiating the legal action and in all other legal matters except as specified under Article V, Section 5, M.

Section 5. Voting.

- a. Unit Votes. For the purpose of representation, each unit shall have votes based on the standards as stated in the Agreement. The ESP unit shall have votes based on the MEA Bylaws Article VII, Section 2.
- b. Delegations. Unit representatives shall sit by district delegations and shall have their attendance recorded. District directors will record roll call votes for their delegation.

**BYLAWS ARTICLE VII
ACCREDITED
ASSOCIATION REPRESENTATIVES**

Section 1. In each unit in MCS, active members who are in good standing with this Association shall elect the accredited Association Representatives through open nominations and secret ballot for a term of two years, based on the standards as stated in the Agreement. The number of Association Representatives that a unit will be allowed is based on the number of unit members in May. If at any time during the ensuing year the number of faculty members in any given unit changes so as to qualify the unit for additional representatives or for fewer representatives, the unit shall hold an election and adjust accordingly and notify the president and secretary of such change. There shall be at least one representative from each unit.

Section 2. For purposes of representation, each school shall be considered a unit. The central office administration personnel shall be considered a unit. Administrative personnel housed in auxiliary buildings shall be considered a unit. System-wide organized groups with a minimum of ten active members may petition the Board of Directors to be considered a unit. Educational Support Personnel members shall be a unit and their representatives shall be elected at large. The ESP unit will be entitled to one (1) accredited Association Representative for every thirty (30) members or major fraction. All active members not attached to any specific unit shall be assigned by the Elections Committee to a unit for purposes of representation. A member may be a voting member of only one unit.

Section 3. To be eligible to serve as an accredited AR or as an alternate, a member must be duly elected by the MEA members at that unit, reported to the MEA President on an official form and shall maintain his/her membership in good standing during the term of service. Each accredited AR shall have an alternate who must also be duly elected by the MEA members at that unit.

Section 4. During the month of May, designated units shall elect by secret ballot the number of accredited ARs and alternates to which it is entitled. Nominations for these positions shall be open. Their terms of office shall be two years, and representatives shall take their seats in the next RA following the election. In even numbered years, schools with even numbered location codes shall vote, and in odd numbered years, schools with odd numbered location codes shall vote. Any Association Representative or alternate may be eligible for re-election. The election shall be held by the current accredited AR, alternate, or by the MEA president or his/her designee. The ballots shall not be counted by anyone running for an AR position. The MEA office shall be notified in writing of the election results. The total composition of the RA shall reflect proportional representation of ethnic minorities and administrators as there are professional members in the Association. If this representation is not reflected after the regular election process, additional representation shall be nominated and elected at large by the RA to fulfill this requirement.

Section 5. All accredited Association Representatives shall attend the regular meetings of the RA. After three (3) consecutive absences of an association representative, the president may ask that unit to hold an election to secure a replacement to complete the term. The president shall organize this special election.

Section 6. Each member of the RA or his/her alternate in attendance shall have one (1) vote. Action on all matters coming before the RA, unless otherwise provided in this Constitution and Bylaws, shall require a majority vote of all members present and voting.

- Section 7.** The accredited Association Representative(s) shall:
- a. Attend all meetings of the Representative Assembly,
 - b. Call monthly MEA meetings of the Association members to discuss Association business and/or disseminate information in his/her unit,
 - c. Appoint such unit committees as the Association may require,
 - d. Encourage MEA members to become involved in Association activities,
 - e. Encourage MEA members to serve on an MEA committee,
 - f. Ask all non-members each year to join the UEP,
 - g. Conduct valid elections, and
 - h. Communicate member issues and concerns to the Association.
- Section 8.** Any challenges to an AR election must be put in writing and forwarded to the MEA president within one week of the election.

BYLAWS ARTICLE VIII STANDING COMMITTEES

Section 1. Structure. There shall be standing committees as listed in Section 5 of this Bylaws Article, carrying the specific functions outlined below. They shall have eight members, in addition to a Board of Directors liaison and a chairperson. Appointments shall be made by the President and approved by the Board of Directors. Chairpersons shall be appointed annually. Board of Directors liaisons shall be appointed annually. Committee members, liaisons and chairs may be reappointed. All committees shall reflect the composition of the total membership with at least proportional representation for ethnic minorities, administrators and ESPs. Each committee, with the approval of the Board of Directors, may organize special subcommittees and task forces for specific activities from the membership of the Association. The 10 persons named above shall constitute the voting members of the committee. Additional members may be added by the same process, who shall be non-voting.

Section 2. Meetings. Each standing committee, except the Elections Committee and the Professional Rights & Responsibilities (PR&R) Committee, shall meet regularly according to a calendar developed by the committee and may hold special meetings at the call of the chairperson. The PR&R Committee and the Elections Committee shall meet as necessary.

Section 3. Reports. Each committee shall choose a secretary who shall keep a continuing record of activities. All committees shall submit all recommendations and plans for action to the Board of Directors for approval. No committee shall issue any report, plan or policy without prior approval of either the Board of Directors or the RA. Committee chairpersons shall make written reports to the Board of Directors and the RA concerning actions and recommendations. Each committee shall develop annual program plans, develop a budget request based on these plans, and submit the request to the Budget Committee prior to the formulation of the annual budget.

Section 4. Relation to State and National Associations. The standing committees shall seek to understand and relate to the objectives and programs of corresponding units of the TEA and NEA and shall counsel with them.

Section 5. Standing Committees.

- a. Membership. The Membership Committee shall conduct the annual membership campaign and shall develop and encourage understanding of the need for a strong UEP. The Membership Committee shall coordinate Member Benefits.
- b. Instruction and Professional Development. The IPD Committee shall give leadership in improving standards of preparation and performance on the part of public school educators by such means as:
 - (1) Assisting the Board of Education in recruiting and retaining well qualified teachers;
 - (2) Improving in-service education for teachers;
 - (3) Improving teacher evaluation procedures;
 - (4) Maintaining and improving a professional library; and
 - (5) Working with future teacher organizations in high schools and with Student NEA members in teacher training institutions.
- c. Professional Rights and Responsibilities. The PR&R Committee shall provide leadership in matters pertaining to the rights and responsibilities of members, shall compile data for support of such positions in negotiations, and shall handle grievance procedures. It shall advise the RA and the Board of Directors on implementation procedures for the Code of Ethics and the suspension of members.
- d. Public Relations. The Public Relations Committee shall seek to develop public understanding of the purposes and programs of the Association, the values and importance of education, and, in cooperation with the administration, the education philosophy and programs of the schools. It shall develop procedures by which the Association can work cooperatively with parents and the public in civic, fraternal, and social organizations, and through all available channels of communication. It shall seek to provide for effective internal and external programs.
- e. Bargaining.
 - (1) Functions. The Bargaining Committee shall:
 - (a) Be the official representative of the Association in contract negotiations with Memphis City Schools;
 - (b) Seek input from all members of the bargaining unit including special interest groups;

- (c) Coordinate all Association master contract bargaining activities with Memphis City Schools;
 - (d) Keep members informed regarding bargaining process and problems;
 - (e) Be the bargaining team;
 - (f) Name the bargaining spokesperson;
 - (g) Determine strategies and tactics for bargaining;
 - (h) Determine bargaining priorities;
 - (i) Train negotiators;
 - (j) Develop membership support of the bargaining process; and
 - (k) Recommend ratification of the proposed contract.
- (2) Composition. The President will ensure that teachers, principals, assistant principals, and mental health specialists are represented. The 10 committee members shall have alternates appointed for each position.
- (3) Term of Office. Once bargaining begins, the team shall remain in place until bargaining is concluded and the contract ratified.

f. Finance

- (1) The Finance Committee shall develop a sound financial program for the organization.
- (2) The president shall be a voting member of this committee.
- (3) The vice-president shall be a voting member of this committee.
- (4) The treasurer shall be the chairperson of this committee.
- (5) The executive director shall be a consultant to the committee.
- (6) This committee shall submit a detailed proposed budget to the Board of Directors for consideration prior to submitting it to the RA.
- (7) The proposed budget will be presented to the AR in March to be voted on in April.

g. Human Relations. The Human Relations Committee shall develop positive programs and activities and utilize the talents and abilities of the membership to promote an atmosphere of cooperative understanding of the dignity and worth of each individual and improve human relationships.

- h. Constitution and Bylaws. The Constitution and Bylaws Committee shall promote and maintain an awareness of and stress adherence to the Constitution and Bylaws and shall be responsible for proposing, explaining, and promoting any necessary amendments to make the document more workable in the local situation and shall receive amendments from the membership.
- i. Minority Affairs.
- (1) Functions. The Minority Affairs Committee shall:
 - (a) Encourage ethnic minority educators to become more involved in the Association;
 - (b) Encourage ethnic minority educators to become more knowledgeable of the UEP;
 - (b) Assist ethnic minority educators to become more knowledgeable of the skills necessary to become more effective leaders at all levels of our profession;
 - (c) Inform the Association of the minority affairs programs of the state and national levels of the Association.
 - (2) Composition. The Minority Affairs Committee shall be made up of all ethnic minority educators who are also MEA members, who join the MEA Minority Affairs Committee. Each year the Association President shall appoint committee members to serve as an Ethnic Minority Affairs Steering Committee as outlined in Section 1. The committee is authorized to create subcommittees of ethnic minority members as follows: (a) Black; (b) Asian and Pacific Islander; (c) American Indian/Alaska Native; (d) Hispanic.
- j. Status of Women. The Status of Women Committee shall serve the Association by: (1) informing the membership of the status of women in education at the local, state, and national levels; and (2) developing and encouraging the leadership potential of women in the Memphis City Schools and in the Association.
- k. Men of Education. The Men of Education Committee shall serve the Association by: (1) advocating the role of male teachers, principals, and administrators; (2) encouraging male students to seek a career in education; (3) recognizing outstanding accomplishments of men in education; (4) honoring male educators for their service to society; and (5) encouraging male educators to become actively involved in the Association as role models.
- l. The Elections Committee. The Elections Committee shall:
- (1) Manage the conduct of the TEA/NEA delegate election, all special elections, and the annual general election which shall be held each April;
 - (2) Provide for voting by secret ballot;

- (3) Develop election procedures, and present the procedures for approval by the MEA Board of Directors and the Representative Assembly;
- (4) Set the filing dates for candidates and sanction the qualifications of each;
- (5) Provide procedures and date of the annual election at least sixty days prior to the date set for said election;
- (6) Provide necessary information on election procedures, the positions to be voted on, and the qualifications necessary to run for an elected office;
- (7) Publish the procedures prior to special elections;
- (8) Provide paper ballots for all elections; and
- (9) Carry out such other duties related to elections as may be assigned to it by the RA.

BYLAWS ARTICLE IX MEMPHIS-POLITICAL ACTION COMMITTEE FOR EDUCATION

Section 1. Function. The Memphis Political Action Committee for Education (M-PACE) shall have broad concerns for local, state, and national legislation affecting educators, public schools, and the Association, and shall coordinate Association efforts in this regard. It shall be responsible for (1) encouraging members to exercise their civic and political rights, (2) studying needed legislation, (3) studying pending legislation, (4) recommending Association positions to the Board of Directors on pending or needed legislation, (5) promoting educator activity in support of Association legislative positions and recommended candidates, and (6) keeping members informed on legislative matters.

Section 2. Composition. M-PACE shall consist of those members who make the minimum contribution for political action.

Section 3. M-PACE Bylaws. The M-PACE Council shall consist of members elected according to M-PACE Bylaws. The M-PACE Council shall function according to M-PACE Bylaws. The bylaws shall be determined by the Representative Assembly.

BYLAWS ARTICLE X ELECTIONS

Section 1. Nominations.

- a. The active members of the Association in each unit during the month of February may nominate candidates for President, Vice-president, Secretary, Treasurer, and District Directors. All nominations shall be delivered in writing to the chairperson of the Elections Committee and each person shall receive a receipt of delivery.
- b. The Elections Committee shall report all nominations to the RA at the March meeting. Members of the RA may nominate other candidates from the floor.
- c. The Elections Committee shall publish for each member a brief statement by each candidate. The Elections Committee shall be responsible for the preparation and distribution of the ballots. It shall provide to the AR for each school (or unit) a list of eligible voters and the exact number of ballots required.

Section 2. Balloting. During the first complete week in April, Monday through Friday shall be set aside for balloting. Active and educational support members shall vote for officers and appropriate Board of Directors members by secret ballot in accordance with procedures developed by the Elections Committee and approved by the RA. Members may vote at school or with an absentee ballot. Elections shall be held during these days at the discretion of the AR or designee. Only Association members in good standing shall be allowed to vote. Members shall sign the election roster to receive a ballot. All used and unused ballots and member rosters shall be returned to the chairperson of the Elections Committee at the MEA Building. Votes shall be counted in the full view of any member who wishes to be present. The Elections Committee Chairperson shall notify the President or his/her designee of the election results. Except for offices of President and Vice President, the member with the most votes will be considered the winner of the election. An immediate report shall be given to the members present by the President or his/her designee. The election results shall be printed and sent to the membership within 10 days.

If no presidential or vice presidential candidate receives the majority of the votes cast, a run-off election shall be held between the two candidates who have received the largest number of votes. The Elections Committee shall submit detailed procedures of the total elections process to the Board of Directors and the RA for approval by the RA and shall cause the approved procedures to be printed and distributed to the membership at least two weeks in advance of the election. The Elections Committee shall report the results to the President who shall cause them to be announced immediately.

Section 3. Special Elections. Special elections shall be called by the RA, and procedures for such elections shall be approved and included in each proposal for an election.

BYLAWS ARTICLE XI CAUCUSES

Section 1. Caucuses may be established by any special interest group within the Association provided that at least 25 Association members are maintained as a part of the caucus membership, and that recognition is applied for to the RA and granted.

Section 2. For any caucus for whom recognition is granted, the Association shall provide staff assistance and a budgeted amount for materials, supplies, mailings, etc.

Section 3. Recognized caucuses must conform to the policies of the MEA to maintain continuing recognition.

BYLAWS ARTICLE XII INITIATIVE, REFERENDUM, AND RECALL

Section 1. Initiative. A membership vote shall be conducted by the President if demanded by petitions signed by twenty-five percent of the current membership with no more than twenty-five names from any unit being counted toward the required total. The President shall cause to be published such proposal in an official publication of the Association and shall submit it to a vote by secret ballot of the membership within sixty days after presentation of the petition. The Association, its administrative officers, and the staff shall then abide by the decision of the majority of the members voting.

Section 2. Referendum. By two-thirds vote, the RA may submit any question to a referendum of MEA members. It shall be the duty of the President to cause the referendum to be conducted. The President shall cause to be published such proposal in an official publication of the Association and shall submit it to a vote by secret ballot of the membership within sixty days after presentation of the petition. The Association, its administrative officers, and the staff shall then abide by the decision of the majority of the members voting.

Section 3. Removal from Office.

a. Officer(s).

- (1) Removal of president, vice-president, secretary and/or treasurer may be initiated by a petition signed by at least ten percent of the membership.
- (2) The petition(s) must include the name(s) of the officer(s) against whom the action is being initiated and must indicate that a vote of confidence be conducted by the RA. The petition(s) shall be presented to the Association's existing PR&R Committee Chairperson with a copy to the Association's chief administrative officer.
- (3) Any officer against whom a removal from office petition is filed shall automatically be barred from using any Association asset to his or her defense; however, reasonable copy service may be provided to supply individual copies of necessary Association papers and documents as determined by the Association's chief administrative officer.

The officer(s) shall otherwise be permitted to continue in office until the completion of the removal process subject only to the limitations contained herein.

- (4) The PR&R Chairperson within three (3) working days of the receipt of the petition(s) shall validate the signatures contained in the petitions(s); and if a sufficient number of member signatures are affixed, the Chairperson shall notify all Association Representatives of a Special RA called for the purpose of conducting a vote of confidence for the referenced officer(s). The special RA shall be held within ten working days of receipt of the petition(s) by the PR&R Committee and shall be chaired by the PR&R Committee Chairperson. The RA members present shall constitute a quorum for this meeting. If forty percent or more of those present and voting sustain the officer(s), the matter shall have been decided. If more than sixty percent of those present and voting do not vote to sustain the officer(s) in a vote of confidence which shall be announced at the meeting, the Elections Committee shall conduct an election among the membership within fifteen working days from the special RA meeting.
- (5) In order to have the name(s) of the referenced officer(s) on the ballot, he/she must submit this request in writing to the Elections Committee. This ballot shall also contain the name(s) of others seeking the office(s) who shall meet all other requirements for the office, including submission of petition(s) for nomination to the Elections Committee with five working days following the vote of confidence. The petition(s) must contain the signatures of at least fifty members.
- (6) The Elections Committee shall prepare a ballot, establish secure polling places and procedures, and shall conduct the election. If no candidate receives a majority of those voting, the Elections Committee shall conduct a run-off election between the top two candidates.

b. District Director Members of the Board of Directors.

- (1) The provisions of a.1 above shall apply except the petition(s) shall contain the signatures of ten percent of the members in the district represented and shall contain the signatures from ten percent of the schools in the district.
- (2) The provisions of a.2, and 3 above shall apply.
- (3) Upon receipt and validation of the petition(s) by the PR&R Committee Chairperson a special meeting of the district referenced shall be called by the PR&R Chairperson within ten working days of the receipt of the petition(s). A vote of confidence shall be held at the meeting which shall be chaired by the PR&R Chairperson. The members present shall constitute a quorum. If a majority of those present and voting sustain the District Director(s), the matter shall have been decided. If a majority of those present and voting do not vote to sustain the District Director(s) in a vote of confidence, the Elections Committee shall conduct an election among the membership of the district within fifteen working days from the vote of no confidence.

- (4) The provisions of a.5 and 6 above shall apply provided that the signatures of 25 members are on the petition(s) of nomination.
- c. Association Representatives. It is understood that Association Representatives serve at the pleasure of the faculties they represent. They may be recalled at any time by a sixty percent (60%) vote of the members within the faculties they represent.
- d. Term of Office. Any officer or District Director member elected to fill a position under this provision of the bylaws shall fill the position for the remainder of the term to which his predecessor was elected only, provided that he/she is eligible for re-election as otherwise provided in these bylaws.

BYLAWS ARTICLE XIII DUES

Section 1. The dues for active members of this Association shall be 00.46 percent of the local minimum salary for the preceding school year for a beginning certified teacher with a Bachelor's Degree. The dues shall be computed annually and rounded to the nearest one-half dollar. In addition, each member shall be assessed \$10 to be designated for the MEA building fund. This assessment shall be included as part of the dues.

Section 2. Active members shall also pay annual dues to the TEA and the NEA in amounts determined by TEA and NEA respectively, and shall contribute \$10 per year to M-PACE, and \$10 per year to ALSP. The \$10 each to M-PACE and ALSP shall be in addition to all other dues, assessments, and contributions paid to the Association provided that payroll members electing to withdraw from M-PACE and/or ALSP, and not make said contribution to either or both organizations, may do so by providing written notice to the Association of their desire to withdraw during the sixty days immediately preceding August 1, of each year. Upon timely receipt of said notice, payroll deductions will be reduced accordingly. Cash members may withdraw membership from M-PACE and/or ALSP by deducting the appropriate amount from their cash payment. Those wishing to withdraw as members of the United Education Profession must notify the MEA and the Board of Education as stipulated in the Agreement.

Section 3. Retired and life members shall pay no annual dues.

Section 4. Any active member who is granted an official leave by the Board of Education may retain membership status by paying membership dues directly to this Association. Members on leave for more than three months shall not serve on the Board of Directors, as unit representatives, or committee chairpersons.

Section 5. Reserve Members. Dues for reserve members shall be one-half the dues of active members. Reserve members may not vote or hold elective or appointive office.

Section 6. Substitute Members. Dues for substitute members shall be one-half the dues for active members. Substitute members may not vote or hold elective or appointive office.

Section 7. Part-Time Educational Support Personnel. Dues for part-time educational support personnel shall be one-fourth the active member dues.

Section 8. Associate Members. Dues for associate members shall be \$10.00 annually. Associate members may not vote or hold elective or appointive office.

Section 9. Staff Members. Dues for staff members shall be one-half the dues of the active members. Staff are eligible only for staff membership and may not hold elective or appointive office.

Section 10. The membership year shall extend from September 1 of one year through August 31 of the next year.

Section 11. Educational personnel who are elected (hired) to posts after January 1 of the school year shall be invited and encouraged to become members for the sum of fifty (50) percent of the local and TEA dues in effect at the time of their appointments, plus appropriate NEA dues.

Section 12. Any member employed by the Memphis City Schools shall have paid their dues to MEA by commitment to payroll deduction. Those new members who wish to pay cash must pay the full dues amount at the time they join. Current cash members, as of January 1, 2005, must pay their annual dues within ten (10) days after the fourth regular paycheck. Failure to comply with the payment provision shall result in forfeiture of membership privilege.

BYLAWS ARTICLE XIV DELEGATES TO TEA AND NEA

Section 1. TEA Representative Assembly.

- a. Delegates to the annual TEA RA shall be elected according to procedures outlined in the TEA Constitution and Bylaws.
- b. Names of delegates shall be submitted to TEA at least one month in advance of the dates of the Assembly.

Section 2. NEA Representative Assembly.

- a. Election of delegates and successor delegates to the NEA RA shall be by secret ballot for the entire membership for each individual delegate position.
- b. Names of elected delegates and successor delegates shall be submitted to the NEA in advance of the Assembly.
- c. Delegates and successor delegates must be members of this Association.

BYLAWS ARTICLE XV FISCAL YEAR

The fiscal year of the Association shall be from July 1 of one (1) year through June 30 of the year following.

BYLAWS ARTICLE XVI RULES OF ORDER

Section 1. Guides. ROBERT'S RULES OF ORDER, NEWLY REVISED shall govern the procedures of any official group of this Association except where inconsistent with the provisions of the Constitution and Bylaws of MEA.

Section 2. Parliamentarian. A parliamentarian for the Association shall be appointed by the RA the first regularly scheduled meeting of the membership year. In the event of vacancy, the position shall be filled at the next regularly scheduled meeting of the RA. By virtue of being the appointed parliamentarian, one has the right to speak during meetings of the Board of Directors, the RA, and/or general membership but does not have the right to vote unless otherwise elected as a member of the respective body.

Section 3. Duties of Parliamentarian. The duties of the parliamentarian shall be:

- a. Attend all meetings of the Board of Directors, RA, and general membership.
- b. Advise the President and/or the body assembled on parliamentary procedure and rule on all matters requested by the President and the body assembled and other matters of a parliamentary nature.
- c. Have available at all meetings a copy of the Constitution and Bylaws, Standing Rules, Policies of the Board of Directors, and ROBERT'S RULES OF ORDER, NEWLY REVISED.

All rulings made by the parliamentarian shall be final, unless such rulings are in conflict with the Constitution and Bylaws or Standing Rules or are appealed in accordance with the provisions set forth in ROBERT'S RULES OF ORDER, NEWLY REVISED.

BYLAWS ARTICLE XVII AMENDMENTS

Section 1. The RA may adopt amendments to these Bylaws by a two-thirds majority of those present and voting at any regular meeting. A quorum must be present and the amendments shall have been published at least ten (10) days in advance of the vote, in a publication going to all active members of the Association. The proposed amendment shall have been introduced at the preceding regular RA meeting and that at least 20 calendar days shall have elapsed since the meeting the change was introduced.

Section 2. An approved amendment shall become effective upon adjournment of the RA at which the amendment was passed unless the amendment includes a different specified beginning date.

BYLAWS ARTICLE XVIII DEFINITIONS

As used in the MEA Constitution and Bylaws, the Association adopts and adheres to the following definitions of terms.

Section 1. Ethnic Minority. Ethnic minority shall mean those persons designated as ethnic minority by statistics published by the United States Bureau of the Census. This designation shall specifically include black, Mexican-American (Chicano), other Spanish-speaking groups, Asian-American, and Indian.

Section 2. Classroom Teacher. Classroom teacher shall mean any person who is certified, where required, and a major part of whose time is spent in direct contact with students or who performs allied work which results in placement of the person on a local salary schedule for teachers.

Section 3. Instructional Supervisor/Consultant and Principal/Assistant Principal shall mean any person who has continuing authority to hire, transfer, discipline, dismiss, or otherwise direct employees or to effectively recommend any of the aforesaid actions.

Section 4. Specialist. A Specialist shall mean any person who is defined in the Agreement between the Memphis Education Association and the Memphis City Schools. Generally, they are persons assigned to the Mental Health Centers.

Section 5. Educational Support Personnel. Educational Support personnel shall be employees of the school district who are devoted primarily to educational work and who are not classified as professional employees as defined in TCA 49-5-601 to 49-5-613. Generally, they include but are not limited to central office secretaries, building secretaries, custodians, clerks and teacher assistants.

Section 6. Ex-officio. Ex-officio shall mean by virtue of office. This designation shall carry with it the right to vote except as otherwise provided.

APPENDIX A

CODE OF ETHICS OF

THE EDUCATION PROFESSION

PREAMBLE

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 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 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 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 which 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 qualification.
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 1975 Representative Assembly

APPENDIX B

<u>REVISION DATES</u>	<u>DESCRIPTION/ARTICLES</u>	<u>PAGE(S)</u>
JUNE 1984		
MAY 1986		
MARCH 10, 1987		
JANUARY 23, 1989	BYLAWS ARTICLE II REGULAR MEETINGS	6, 7
MAY 1989	BYLAWS ARTICLE VIII - SECTION 5, COMPOSITION - BARGAINING COMMITTEE	19
FEBRUARY 13, 1990	BYLAWS ARTICLE IX, SECTION 2 - BALLOTING	22, 23
MAY 8, 1990	ARTICLE V - BOARD OF DIRECTORS BYLAWS ARTICLE V - BOARD OF DIRECTORS	5, 6 11 & 12
DECEMBER 11, 1990	BYLAWS ARTICLE VIII - (G) - 2 A,B,C	20 & 21
MARCH 12, 1991	BYLAWS ARTICLE XII - DUES, SECTION 1 ESTABLISHMENT OF BUILDING FUND	26
MAY 14, 1991	ARTICLE IV - TWO-YEAR TERM OF OFFICERS	4 & 5
APRIL 13, 1993	BYLAWS ARTICLE V - SECTION 6 DUTIES OF DISTRICT DIRECTORS	13
	BYLAWS ARTICLE VIII - STANDING COMMITTEES SECTION 5, L - MEN OF EDUCATION	21
	BYLAWS ARTICLE IX, SECTION 1 - NOMINATIONS OF OFFICERS, SECTION 1, A.	22
MAY 11, 1993	ARTICLE IV, SECTION 4 - FILLING OF VACANCIES	4
REPRINTED MAY 11, 1993		
FEBRUARY 8, 1994	BYLAWS ARTICLE IX - ANNUAL ELECTION DATE BYLAWS ARTICLE IX - ELECTION DATES	22, 23
REFORMATTED JANUARY 20, 1995		

<u>REVISION DATES</u>	<u>DESCRIPTION/ARTICLES</u>	<u>PAGE(S)</u>
MARCH 14, 1995	BYLAWS ARTICLE XII CHANGE TLSP TO ALSP	25
LIMITED PRINTING - 100 COPIES AUGUST 10, 1995		
LIMITED PRINTING - 100 COPIES AUGUST 1, 1996		
DECEMBER 14, 1996	ARTICLE IV, SECTION 2 - OFFICERS	4
	BYLAWS ARTICLE VIII, SECTIONS 5.A AND 5.K. - STANDING COMMITTEES	17 & 21
	BYLAWS ARTICLE XI, SECTION 3.D. - INITIATIVE, REFERENDUM, AND RECALL	25
	BYLAW ARTICLE XII, SECTIONS 9-12 - DUES	26
MARCH 11, 1997	BYLAWS ARTICLE VII - ASSOCIATION REPRESENTATIVES	15 & 16
FEBRUARY 10, 1998	CHANGES TO ALLOW FOR ESP ACTIVE MEMBERSHIP	
	ARTICLE III - MEMBERSHIP	2-3
	ARTICLE V, SECTION 1.D - BOARD OF DIRECTORS	5
	ARTICLE VI, SECTION 2 - REPRESENTATIVE ASSEMBLY	6
	BYLAWS ARTICLE VI, SECTION 5 - REPRESENTATIVE ASSEMBLY	14
	BYLAWS ARTICLE VII , SECTIONS 1, 2, AND 4 - ASSOCIATION REPRESENTATIVES	14, 15
	BYLAWS ARTICLE XII, SECTIONS 2, 7 AND 11 - DUES	24, 25
	BYLAWS ARTICLE XVII, SECTION 5 - DEFINITIONS	27
JUNE 2, 1998	BYLAWS ARTICLE VIII - STANDING COMMITTEES	15-21
LIMITED PRINTING - 300 COPIES AUGUST 13, 1998		
LIMITED PRINTING - 400 COPIES JANUARY 14, 1999		
APRIL 13, 1999	ARTICLE V - BOARD OF DIRECTORS	4-5
	BYLAWS ARTICLE V - BOARD OF DIRECTORS	10-11
JANUARY 8, 2002	BYLAWS ARTICLE VII – SECTIONS 2, 3, 4 AND 5 ACCREDITED ASSOCIATION REPRESENTATIVES	13-14

AUGUST 12, 2003	ARTICLE V – BOARD OF DIRECTORS	4-5
	SECTION 2 (VACANCY AT END OF SCHOOL YEAR)	
	SECTION 5 (CONSECUTIVE ABSENCES)	
	BYLAWS ARTICLE IX – ELECTIONS, SECTION 2	20
	(UNCONTESTED RACES)	

PRINTING - 500 COPIES
FEBRUARY 6, 2004

APRIL 12, 2005	ARTICLE III – MEMBERSHIP	2
	SECTION 2.A (CHARTER SCHOOLS)	
	BYLAWS ARTICLE XII – DUES	
	SECTION 7 (PART-TIME ESP DUES)	24
	SECTION 11 (CASH MEMBERS)	24

LIMITED PRINTING – 80 COPIES (E.L.A.)
JULY 12, 2005

LIMITED PRINTING – 100 COPIES
DECEMBER 13, 2005

SEPTEMBER 13, 2005	BYLAWS ARTICLE VIII – STANDING COMMITTEES	15
	(COMMITTEE LANGUAGE CLEANUP)	
	NEW BYLAWS ARTICLE IX – MEMPHIS-POLITICAL	19
	ACTION COMMITTEE FOR EDUCATION	

LIMITED PRINTING – 50 COPIES
JANUARY 30, 2006

MARCH 21, 2006	ARTICLE V – BOARD OF DIRECTORS	4
	(V.1.e & V.4. - TEA DISTRICT 14 AND 15)	
	ARTICLE VI – REPRESENTATIVE ASSEMBLY	5
	BYLAWS ARTICLE V – BOARD OF DIRECTORS	10
	(V.1.e. & V.4. – TEA DISTRICT 14 AND 15)	

PRINTING - 500 COPIES
MARCH 19, 2007

APPENDIX C**TRANSITION SCHEDULE
FOR TWO-YEAR
PRESIDENCY**

1991-92	President Georgia Chandler (white) President-elect Mattie Rivers (black)
1992-93	President Mattie Rivers (black) President-elect Ed Tonahill (white)
1993-94	President Ed Tonahill (white) Evelyn M. Crawford, Vice-president (black) one-year
1994-96	President Evelyn M. Crawford (black) - two-year
1994-96	Vice President Tom Marchand (white) - two-year
1996-98	President (white) - two-year
1996-98	Vice President (black) - two-year