

CAPITOL DISTRICT BYLAWS

Article I - Name and Boundaries

Section 1.

This Association shall be known as the Capitol District Association of the Nebraska State Education Association. For all remaining components of these Bylaws, the Capitol District Association of the Nebraska State Education Association shall be defined as the Capitol District.

Section 2.

The Capitol District shall be defined by NSEA Bylaws.

Section 3.

The purpose of the Capitol District Association shall be to promote the welfare of the members of the teaching profession and the educational interests of the State of Nebraska.

Article II - Membership

Section 1.

Persons who are members of a chartered local educational association within the boundaries of the Capitol District will become active members of the Capitol District upon becoming active members of the Nebraska State Education Association. An active member is entitled to vote as provided in these By-laws Bylaws and is entitled to hold an elective or appointive office.

Section 2.

Every member of this association shall, upon presentation of credentials without further charge, be admitted to general or district meetings.

Article III - Association Year

Section 1.

The Capitol District Association year shall be the same as the association year of the Nebraska State Education Association. In addition, the Capitol District Association membership year and the fiscal year shall be the same as the membership year and the fiscal year of the Nebraska State Education Association.

Article IV - Officers and Duties of Officers

Section 1.

The officers of the Capitol District Association shall be composed of the following:

- A. President
- B. Vice President
- C. Secretary
- D. Treasurer

Section 2.

The Executive Committee of the Capitol District Board of Directors shall be composed of the following:

- A. Capitol District Officers
- B. Four at-large Capitol District Executive Committee Board of Directors members
- C. Capitol District representatives of the Board of Directors of the Nebraska State Education Association

Section 3.

The President shall be elected in Year C. The President shall hold office for a term of three years. The president shall be eligible for re-election for one consecutive term. Election to a term as President constitutes election to a three-year term as an ex-officio member of the NSEA Board of Directors and as a delegate to the NSEA Delegate Assembly. The President shall be chairman of the Board of Directors, preside over all meetings of the District Association, and perform such duties that involve this office. The President shall receive the printed bank statements and then reconcile them with the Treasurer. The term of office shall commence on August 1.

Section 4.

The Vice President shall preside in the absence of the President. The Vice-President shall be elected in Year A. The Vice-President shall hold office for a term of three years. The Vice-President shall be eligible for re-election to one consecutive term. Election to a term as Vice-President constitutes election to a three-year term as delegate to the NSEA Delegate Assembly. It shall be the duty of the Vice-President to assist the President in all ways possible, and to serve as President when that individual is unable to serve. The term of office shall commence on August 1.

Section 5.

The Secretary shall keep an accurate record of the proceedings of this association and of the Executive Committee. The Secretary shall be elected in Year B. The Secretary shall hold office for a term of three years. It is the duty of the Secretary to keep an accurate record of the proceedings of the Association and to furnish a copy of the same to the State Association. The term of office shall commence on August 1.

Section 6.

The Treasurer shall be elected in Year B. The Treasurer shall hold office for a term of three years. It shall be the duty of the Treasurer to receive and receipt all fees, to pay out of the fund only upon order of the Board of Directors, and to make an annual report which shall be audited and published by the Board of Directors. The Treasurer shall obtain bond in such amount as the Board of Directors may require. The premium on the bond shall be paid out of the funds of the Capitol District. The Treasurer will maintain online bank statements to be reconciled with the President. The term of office shall commence on August 1.

Section 7.

The four at-large Capitol District Board of Directors members shall be elected for a term of three years each. The at-large Capitol District Board of Directors shall be eligible for re-election for one consecutive term. Two at-large Board of Directors members shall be elected in Year C. One at-large Board of Directors member shall be elected in Year A. One at-large Board of Directors member shall be elected in Year B. The term of office shall commence on August 1. The Board of Directors shall perform all duties prescribed by these Bylaws or essential to the welfare of this association.

Section 8.

The NSEA Board members representing Capitol District shall be elected at large. It shall be the duty of the members of the Board of Directors of the NSEA to represent the district on the state level, to communicate the business of the Board to the officers and members, and to assist the President of the district in all ways possible.

Section 9.

If a Capitol District Board of Director member is unable to attend the regularly scheduled board meeting, he/she must notify the President of the absence. If a member of the Executive Committee of Capitol District Board of Directors exceeds two unexcused absences from district meetings per term, his/her office shall be declared vacant. In the event this happens, a successor would be elected and appointed by the Executive Committee Capitol District Board of Directors until the next election for district office for the remainder of the term as covered by Article VII, Section 1 of the Capitol District Bylaws.

Article V - Nominations

Section 1.

All vacancies for Capitol District offices will be advertised to members of the Capitol District. Nominations of each candidate may be made for only one office. The executive committee Capitol District Board of Directors shall appoint a nominating committee of at least three members. The nominating committee shall:

- A. Attempt to make nominations of at least two candidates for each office, Capitol District Board of Directors positions and representatives to the NSEA Board of Directors.
- B. Make nominations of each candidate for only one office.

Section 2.

Any active member may file for office in accordance with NSEA Election Policies.

Section 3.

Each candidate shall give a written statement of consent at the time of nomination or filing.

Section 4.

All nominations shall be published in the official publication of the Nebraska State Education Association preceding the issuance of ballots for the Capitol District.

Article VI - Terms of Office and Election

Section 1.

The President, Vice President, Secretary, and Treasurer shall be elected for terms of three years. The President, Vice President, Secretary, and Treasurer shall be eligible for re-election for one consecutive term. The President will be elected in Year A and the Vice President will be elected in Year B. The Secretary and Treasurer elections will be elected in Year C. The four at-large Capitol District Executive Committee Board of Directors members shall be elected for a term of three years each. The at-large Capitol District Board of Directors shall be eligible for re-election for one consecutive term. Two at-large Board of Directors members shall be elected in Year A. One at-large Board of Directors member shall be elected in Year B. One at-large Board of Directors member shall be elected in Year C.

Section 2.

The chair of the Nominations Committee President of the Capitol District shall order an official ballot to include all duly nominated candidates to be given to the members as prescribed by the Capitol District Executive Committee Board of Directors.

Section 3.

The election shall close on a specified date determined by the Board of Directors of the Nebraska State Education Association.

Section 4.

The President or individual appointed by the President of Capitol District shall communicate serve the official election results.

Section 5.

Any nominee for an office receiving a plurality of votes cast for that office shall be elected. Upon a tie, a designated officer will flip a coin.

Article VII - Vacancies

Section 1.

In the event of a vacancy in the office of President, the Vice-President shall become the President and shall assume the duties and authority of the office for the remainder of the term.

Section 2.

If a vacancy in the office of Vice-President, Secretary or Treasurer, occurs, a successor shall be nominated from within the Capitol District Board. If there is no internal candidate, local presidents shall be notified of the opening and nominations will be accepted from the Capitol District membership. The interested candidates shall be invited to speak to the Capitol District Board prior to the election. The successor will be elected by the Capitol District Board to serve the remainder of the term.

Section 3.

In the event of a vacancy of a Capitol District Board of Director at large member, the local presidents shall be notified of the opening and nominations will be accepted prior to a determined deadline. The candidates shall be invited to speak to the Capitol District Board prior to the election. The successor will be elected by the Capitol District Board to serve the remainder of the term.

Section 4.

In the event of a vacancy in the NSEA Board of Directors, local presidents shall be notified of the opening and nominations will be accepted from the Capitol District membership prior to a determined deadline. The interested candidates shall be invited to speak to the Capitol District Board prior to the election. The successor will be elected by the Capitol District Board to serve the remainder of the term.

Article VIII - Meetings

Section 1.

Meetings of this association may be called by the Board of Directors.

Section 2.

Regular meetings of the Board of Directors shall be held each association year. The time and place shall be determined by the Board of Directors.

Section 3.

Electronic Meetings. Electronic meetings of the Board of Directors may be held through the use of group communications equipment including audio, video, and screen share as long as all members participating in such meeting can communicate with one another at the time of such meeting. Participation in such a meeting constitutes presence in person at such meeting. Each person participating in the meeting shall be recorded in the minutes as an electronic participant with an address of connection or connected mobile device noted. Approval of said meeting may be accomplished via email or fax. All votes recorded with electronically connected members must be made via roll call.

Article IX - Delegate Assembly

Section 1.

Delegates shall meet prior to the Delegate Assembly at a time and place determined by the Capitol District Board of Directors. The President shall serve as the planning chair and the presiding officer of said meeting.

Article X - Amendments

Section 1.

Proposal

- A. The Board of Directors, by majority vote, may propose an amendment.
- B. Any member of the association may file a proposed amendment with the District President for the attention of the Board of Directors at least forty-five (45) days preceding the annual election.

Section 2.

Publication

- A. At least twenty-one (21) days before the annual election at which the amendment(s) will be voted upon, the Capitol District Board of Directors shall provide a copy or copies of the amendment(s) to each local president to share with local membership.
- B. The Capitol District Board of Directors is empowered to publish the proposed amendment(s) with or without the recommendation relative to merit. Should the recommendation be negative, the Capitol District Board of Directors shall also publish the reasons for its recommendation.

Section 3.

Voting

The Capitol District Board of Directors shall order the proposed amendment(s) to be placed upon the official ballot which is prepared for the annual district election (see Article VI, Section 2). The amendment(s) shall become a part of these bylaws by receiving the affirmative vote of a simple majority of the members voting at the regular annual district election.

Article XI - Other by-laws Bylaws Provisions

Section 1.

No provisions of these bylaws shall be in conflict with the National Education Association or the Nebraska State Education Association. Should there be a conflict, then the bylaws of the Nebraska State Education Association shall prevail.

Article XII - Parliamentary Authority

Section 1.

Robert's Rules of Order, Newly Revised, shall be the authority for all matters of procedure not covered by the Capitol District bylaws.

Article XIII - Review Board

Section 1.

Any complaint or charge of malfeasance in office of any district officer shall be made to the NSEA Review Board as specified in Article IX of the NSEA By-laws Bylaws.

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