

**PANHANDLE DISTRICT**  
**Nebraska State Education Association**  
**By-Laws**

**Article I - Purpose**

The purpose of the Panhandle District of the Nebraska State Education Association shall be to promote the educational interests of the District's teachers and the welfare of the members of the teaching profession in the District.

**Article II – Membership**

Section 1. The Panhandle District of the Nebraska State Education Association shall consist of the locals assigned by NSEA as per membership compliance guidelines.

Section 2. Any person employed in a publicly-funded educational institution as a certified staff member or in an educational support position shall be eligible for membership. There shall be eight (8) classes of membership: Active Professional; Active Educational Support Professional; Substitute; Reserve; Special Services; Student; Retired; and Staff.

Section 3. The membership year shall be the same as that of the Nebraska State Education Association.

Section 4. The right to vote and to hold elective office or appointive position shall be limited to active members except as otherwise provided.

Section 5. Representation.

- a. No person shall be an active member of more than one local association.
- b. The delegates representing the chartered local associations, the President and Vice-President of the Panhandle District, and the Panhandle District Board of Director of the State Association shall represent the Panhandle District at the Nebraska State Education Association Delegate Assembly.

**Article III - Officers**

Section 1.

- a. The officers of the Panhandle District Board shall be the President, Vice-President, Secretary, and Treasurer.;

## Section 2. Terms and Duties of Officers

- a. The President shall be elected in Year A. The president shall hold office for a term of three years. 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 District Board of Directors, preside over all meetings of the District association, meet with presidents of the other district associations and perform such duties that involve this office. The term of office shall commence on August 1.
- b. The Vice-President shall be elected in Years B. The vice-president shall hold office for a term of three years. 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.
- c. The Secretary shall be elected in Year C. 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 shall furnish a copy of the same to the President of the State Association, all local presidents within the district, and district board members, and presidents of other district associations. The term of office shall commence on August 1.
- d. The Treasurer shall be elected in Year C. The treasurer shall hold office for the term of three years. It shall be the duty of the Treasurer to receive and receipt all fees, pay out of the district funds as directed by the Board of Directors, and make an annual report which shall be audited and retained by the Secretary. The term of office shall commence on August 1.
- e. The NSEA Board Member representing the Panhandle District shall be elected from the entire district. The Board Member shall be elected to a term of three years. The Board Member will be eligible for re-election for one consecutive term. The Board Member shall represent the district on the state level, communicate the business of the NSEA Board to the district officers, and assist the President of the district in all ways possible.

## Section 3. - Vacancies

- a. 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 that term. If a vacancy occurs in the office of Vice-President, the vacancy shall be filled by the District Board of Directors. The Panhandle District shall elect a Vice-President to complete the remainder of the term.

- b. In the event of a vacancy in the office of Secretary, Treasurer, NSEA Board Director, area representative, or other supporting members, the District Board of Directors shall appoint a member to fill the vacancy for the remainder of the term.

Section 4. - Attendance

- a. If a member of the District Board of Directors is absent for three regular meetings of the board, his/her office shall be declared vacant. In the event this occurs, a successor shall be appointed by the District Board of Directors until the next election of the district office.

**Article IV – Elections and Board Seats**

Section 1. – Filing

- a. Each candidate for election shall file with the NSEA by the deadline specified in NSEA- The Voice.
- b. Each candidate shall be an active member of the association at the time of nomination.

Section 2 - Unexpired Terms

- a. In the event of an unexpired term of office, the District Board of Directors shall appoint another individual to fill the office for the remainder of the unexpired term.

**Article V – Membership and Expectations**

The Panhandle Executive Committee (Board) shall be established as follows:

- 1. President, Vice President, Secretary, Treasurer and NSEA Director shall be elected District-wide;
- 2. Additionally, a total of six (6) active members shall be elected in the following areas:
  - a. Area 1: Dawes, Garden, Sheridan, and Sioux counties.
  - b. Area 2: Banner, Box Butte, and Morrill counties.
  - c. Area 3 & 4: Scotts Bluff County
  - d. Area 5: Cheyenne, Duel, and Kimball counties.
  - e. Area 6: Arthur, McPherson, Logan, Keith

The Panhandle District will first try to fill executive member seats from the pre-defined areas, but if no nomination is made from the areas, at-large seats will be granted to nominated and elected members. Area 1 will be deemed as seat 1 elected in Year A, Area 2 will be deemed as seat 2 elected in Year B, Area 3 will be deemed as seat 3 elected in Year C, Area 4 will be deemed as seat 4 elected in Year A, and Area 5 will be deemed seat 5 elected in Year B for the purposes of maintaining three-year election cycles for the executive member seats if at-large bids are granted due to lack of appropriate area nominations. Area 6 will be elected in year C. When an at-large seat is up for election, all attempts will be made to fill the nomination with an appropriate area seat first.

3. These elected or appointed positions shall constitute the Board of Directors of the District Association and shall have voting rights in all actions of the Board. Additional members of the Panhandle Board of Directors may be appointed to represent other groups within the District (ex.: Retired, ESP, SEAN, EMAC, and Higher Ed.)

4. A term of office for each elected member shall be for three (3) years unless otherwise noted previously in the by-laws.

5. Vacancy(s) on the Executive Board shall be filled by a majority vote of the Board. Individual(s) that have been elected shall serve the remainder of the term. Appointment to the Board shall not be counted as a term.

6. Expenses of the Board members shall be reimbursed for mileage, meals and room cost when acting as an official representative of the district. Mileage shall be paid based on NSEA's official rate.

7. Duties of the Board shall include plans for training, dissemination of information, formulating a district budget and acting on behalf of the district's members.

#### Article VI - Committees

Section 1. The Executive Committee shall, on its own initiative, or as directed by the Nebraska State Education Association, appoint committees deemed necessary to achieve the purposes of the Panhandle District, and shall perform the duties prescribed or implied by these by-laws. These committees shall be accountable to the Executive Committee.

#### Article VII - Amendments

Section 1. These by-laws may be amended by a two-thirds (2/3) majority of the votes cast.

Section 2. Any NSEA member of the Panhandle District may submit an amendment to the Panhandle District Board. The amendment shall be submitted to the District president in writing at least sixty (60) days prior to voting by the membership. The District President shall in turn submit the amendment to the local presidents in writing at least forty-five (45) prior to voting by the membership.

## Article VIII - Other By-Laws Provisions

### Section 1.

- a. All general provisions of the by-laws of the Nebraska State Education Association are hereby accepted and incorporated as a part of these by-laws.

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