

**CAPITOL DISTRICT  
BYLAWS**

**Article I - Name and Boundaries**

Section 1.

This Association shall be known as the Capitol District of the Nebraska State Education Association.

Section 2.

This District shall be defined by NSEA Bylaws.

Section 3.

The purpose of this 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 Association upon becoming active members of the Nebraska State Education Association. An active member is entitled to vote as provided in these By-laws, and 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 all general or district meetings.

**Article III - Association Year**

Section 1.

The association year shall be the same as the association year of the Nebraska State Education Association. In addition, the 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 this association shall be the ...

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

Section 2.

The Executive Committee shall be composed of...

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

Section 4.

The Vice President shall preside in the absence of the President.

Section 5.

The Secretary shall keep an accurate record of the proceedings of this association and of the executive committee.

Section 6.

The Treasurer shall:

- A. Receive all funds.
- B. Pay out funds on the order of the executive committee.
- C. Make an annual report to the executive committee.
- D. Present the books for audit at the end of the term of office.
- E. Obtain bond in such amount as the executive committee may require. The premium on the bond shall be paid out of the funds of this association.
- F. Perform such other duties as determined by the executive committee.

Section 7.

The executive committee shall perform all duties prescribed by these By-laws or essential to the weifare of this association.

Section 8.

Six members of this executive committee and the President or Vice-President shall constitute a quorum.

Section 9.

Officers shall assume office on August 1 following their elections.

Section 10.

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 11.

If a member of the Executive Committee of Capitol District exceeds two unexcused absences from district meetings, his/her office shall be declared vacant. In the event this happens, a successor would be appointed by the Executive Committee until the next election for district office.

## **Article V - Nominations**

### Section 1.

The executive committee 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, executive committee 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 two years. The President and Vice-President elections will be held in odd-numbered years. The Secretary and Treasurer elections will be held in even-numbered years. The at-large Capitol District Executive Committee members shall be elected for a term of four years each.

### Section 2.

The chair of the Nominations Committee 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.

### 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 shall serve the official election results.

### Section 5.

Any nominee for an office receiving a plurality of votes cast for that office shall be elected.

## **Article VII - Vacancies**

### Section 1.

Vacancies in the executive committee shall be filled by appointment of the executive committee, and the appointment shall be until the next District election.

## **Article VIII - Meetings**

### Section 1.

Meetings of this association may be called by the executive committee.

### Section 2.

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

## **Article IX - Delegate Assembly**

### Section 1.

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

## **Article X - Amendments**

### Section 1.

#### Proposal

- A. The executive committee, 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 executive committee 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 executive committee shall provide a copy or copies of the amendment(s) to each (affiliated) chartered association in the district, with the request that the amendment(s) receive the attention of the member.
- B. The executive committee is empowered to publish the proposed amendment (s) with or without the recommendation relative to merit. Should the recommendation be negative, the executive committee shall also publish the reasons for its recommendation.

Section 3.  
Voting

The executive committee 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 by-laws by receiving the affirmative vote of a simple majority of the members voting at the regular annual district election.

**Article XI - Other By-Laws Provisions**

Section 1.  
No provisions of these by-laws shall be in conflict with the National Education Association or the Nebraska State Education Association. Should there be a conflict, then the by-laws 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 association by-laws.

**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.

*Updated April 2014.*