

BYLAWS OF THE ELKHORN DISTRICT
Of The Nebraska State Education Association
(Adopted March 2008)

Article I - Name

The Elkhorn District of the Nebraska State Education Association (NSEA) shall be the name of this organization, herein after referred to as the District.

Article II - Purpose

The purpose of this Association shall be to promote the welfare of its members and the interests of public education in the State of Nebraska.

Article III - Boundaries

The District shall consist of those counties provided for in Article VI, Section I, of the Bylaws of NSEA.

Article IV - District Year

The District, membership, and fiscal years shall be consistent with the association, membership, and fiscal years of the NSEA.

Article V - Official Publication

The official District publication shall be the official publication of the NSEA.

Article VI - Membership

- Section 1. Persons within the boundaries of the District shall become active members of the District upon becoming active members of NSEA.
- Section 2. Membership categories and provisions for membership shall be consistent with Article I of the Bylaws of the NSEA.
- Section 3. No person shall be a member of more than one (1) NSEA affiliated local association.
- Section 4. Every member of this District, upon presentation of credentials, and without further charge, shall be admitted to all general or special meetings of the District.
- Section 5. All active members of the District in good standing shall have the right to vote in elections and hold elective or appointive office of the District.

Article VII - Officers

- Section 1. The officers of the District shall be a President, a Vice President, a Secretary, and a Treasurer. They shall serve as the Executive Board.
- Section 2. The terms of office of the President and the Vice President shall be two (2) years with election in odd-numbered years. The terms of the Secretary and the Treasurer shall be two (2) years with election in even-numbered years.
- Section 3. The President shall:
- a. Be chairman of the Executive Board
 - b. Preside over all meetings of the District
 - c. Meet, on call, with presidents of other NSEA Districts
 - d. Be an *ex-officio* member of the Board of Directors of the NSEA
 - e. Call special meetings of the District Executive Board
 - f. Serve as chairman of the District Budget Committee
 - g. Appoint, with Executive Board approval, the Nominations Committee and other special *ad hoc* committees
 - h. Be an official voting delegate to the NSEA Delegate Assembly and serve as chairman of the District's delegation
 - i. Perform the duties that are usually associated with the chief officer of such an association and with other duties prescribed by these Bylaws.
- Section 4. The Vice President shall:
- a. Assist the President in all ways possible, voting at all meetings, and, in the absence of the President, serve as presiding officer.
 - b. Be an official voting delegate to the NSEA Delegate Assembly and serve as vice-chair of the District's delegation
 - c. Serve as Vice President of the District and perform those duties usually associated with that office
 - d. Become the President of the District when a vacancy occurs in the office of the President
- Section 5. The Secretary shall:
- a. Keep an accurate record of the District and the Executive Board meetings.
 - b. Distribute to all District NSEA local associations copies of proceedings, correspondence and invitations to District general and special meetings and caucuses
 - c. Furnish copies of all proceedings to the President of NSEA and the Presidents of other NSEA Districts
- Section 6. The Treasurer shall:
- a. Receive and receipt all the funds of the District
 - b. Pay out funds on the order of the Executive Board
 - c. Prepare a monthly report of expenditures for the District Board

- d. Prepare an annual budget report which shall be audited and published by the Executive Board
- e. Reimburse all Executive and District Board members for actual expenses incurred in performing their appointed or elected duties
- f. File reports as called for by the NSEA

Section 7. All officers shall assume their offices at the beginning of the next District year following their elections.

Section 8. Vacancies in the District offices shall be filled by the District Board to complete the term of office created by the vacancy.

Section 9. Any complaint or charge of malfeasance of any District officer shall be made to the NSEA's Review Board as specified in Article IX of the NSEA's Bylaws.

Article VIII - Elkhorn District Representation on the NSEA Board of Directors

Section 1. The District shall be entitled to members on the NSEA Board of Directors in accordance with Article III, Section I₂ of the NSEA Bylaws.

Section 2. The NSEA Board of Directors' members for the District shall:

- a. Represent the District on the NSEA Board of Directors
- b. Communicate the business of the NSEA Board of Directors to the Executive Board and members of the District
- c. Assist the District President in all ways possible
- d. Be delegates to the NSEA Delegate Assembly

Section 3. A vacancy on the NSEA Board of Directors from the District shall be filled by appointment of the Executive Board until the next general election.

Section 4. Any complaint or charge of malfeasance of any NSEA Board of Directors member from the District shall be made to the NSEA Review Board as specified in Article IX of the NSEA By-Laws.

Article IX – District Board

Section 1. The voting members of the District Board shall be composed of the general officers, NSEA Board of Directors members of the District, and six (6) Members-At-Large. An Elkhorn District active or retired member serving on any NEA or NSEA affiliate or committee may be appointed as an *ex officio* member of the District Board. These individuals shall be invited to attend meetings of the Elkhorn District Board as *ex-officio* members without the right to vote. Budgeted funds from NEA or NSEA affiliate must be utilized for expenses.

Section 2. The District Board Members-at-Large shall be elected to two-year (2) terms with

three (3) members elected each year.

- Section 3. The District Board shall:
- a. Have charge of the business management of the District
 - b. Enact its own rules and procedures for governing the conduct of its meetings
 - c. Adopt an annual financial budget and provide for the receipt, safekeeping, investment, and expenditure of District funds
 - d. Make recommendations to the NSEA Board of Directors for appointments of District members to NSEA Committees
 - e. Make arrangements for general and special meetings of the District, area meetings, and caucuses
 - f. Fill by appointment for the completion of the term of the District, vacancies occurring on the District Board
 - g. Perform all other duties prescribed in these Bylaws and other duties essential to the welfare of the District
 - h. Meet at least five (5) times each District year at the call of the President, or a majority of the District Board
 - i. Invite Elkhorn District members currently serving on NSEA Committees to District Board meetings.
 - j. Elect a President Pro Tem who shall serve as chairman of the District Board in the absence of the President and Vice President
 - k. Incur no indebtedness

Section 4. A majority of the District Board shall constitute a quorum.

Section 5. Any complaint or charge of malfeasance of any District Board Member-at-Large shall be made to the NSEA Review Board as specified in Article IX of the NSEA Bylaws.

Article X - Committees

Section 1. A Budget Committee composed of the President, Vice President, Treasurer, and up to two members of the District Board appointed by the President shall prepare a budget proposal for presentation to the District Board for approval.

Section 2. A Nominations Committee shall consist of the Vice President, who shall be the chair, and four members of the District Board appointed by the President. The Committee shall attempt to find at least two (2) candidates for each open position and instruct them on the procedures for notifying the NSEA of their candidacy.

Section 3. *Ad Hoc* committees shall be appointed by the President with approval of the District Board and are accountable to the District Board.

Section 4. Standing Committee Chairmen shall be appointed by the President with approval of the District Board.

Article XI - Elections

- Section 1. The NSEA shall promulgate an election calendar and procedures in compliance with the NSEA Constitution and Bylaws, statutory and regulatory rules and consistent with the principles of a secret ballot and one person-one vote.
- Section 2. NSEA members in good standing who run for District Office shall file their candidacy online with the NSEA Office as designated by the dates and procedures outlined in the NSEA election calendar.
- Section 3. The NSEA Office shall provide locals with ballots and an election procedure or provide for members the opportunity for secure voting as designated by NSEA election guidelines
- Section 4. All District elections shall be by secret ballot of the membership and follow the principles of one person-one vote in all elections. The candidate receiving a plurality shall be declared elected.

Article XII - Amendments

- Section 1. Amendments to these Bylaws may be proposed in the following ways:
- a. A petition signed by fifty (50) active members of the District
 - b. A proposal submitted by any NSEA chartered local association within the District
 - c. A proposal submitted by the District Board
- Section 2. A proposed amendment to these Bylaws shall be printed in full and submitted to all the Elkhorn District members at least thirty (30) days prior to voting on the proposed amendment. A plurality of those voting upon the amendment shall be necessary for passage. The amendment shall become effective at the beginning of the next District year.
- Section 3. The District Board shall review the Bylaws yearly and make recommendations for revision.

Article XIII - Other Provisions

All general provisions of the Constitution and Bylaws of the National Education Association and the Nebraska State Education Association are hereby accepted and incorporated as part of these Bylaws. Should there be a conflict with these Bylaws, the NEA and NSEA documents shall prevail.

Article XIV - Parliamentary Authority

Robert's Rules of Order, Newly Revised, shall be the authority for all matters not covered by the District's Bylaws.
(Updated April, 2012)