

BYLAWS

TEXAS STATE TEACHERS ASSOCIATION-RETIRED (TSTA-R)

Revised
April 24, 2019

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Preamble

All interpretation of authority implied by these bylaws shall be based on the policy that the ultimate authority of the Texas State Teachers Association – Retired/National Education Association-R resides with the TSTA/NEA.

Article I – Name and Affiliation

The name of this membership body shall be known as the Texas State Teachers Association-Retired, hereinafter referred to as TSTA-R and the Association. The Association is affiliated with the Texas State Teachers Association and the National Education Association.

Article II – Purpose

The Association shall be dedicated to the promotion of retirement with dignity, happiness, and adequate income through:

- A. Promoting the social, professional and economic status, and the general welfare of retired school employees;
- B. Promoting communication, cooperation, and leadership development within the TSTA-R membership;
- C. Furthering the advancement of public education in Texas and the United States of America by furnishing a practical basis for united action with others who are devoted to the cause of education;
- D. Becoming involved in the election of pro-education candidates to public office and lobbying for educational measures;
- E. Promoting voluntary participation by its members in civic and educational affairs;
- F. Encouraging and assisting in the activities of TSTA-SP at the state and local levels, and
- G. Supporting TSTA/NEA programs and practices and abiding by their bylaws and policies.

Article III – Membership

Section 1: Eligibility for Membership

- A. Active members: Anyone who is eligible to receive a pension from an educational employment retirement system (including Social Security), and who was employed for at least five (5) years in a position that qualified him/her for Active membership in TSTA/NEA but who is no longer employed.
- B. Associate Members: This membership is open to persons interested in the purposes and programs of this Association and who have given long, consistent, and outstanding service above and beyond that called for by their jobs in public education. Associate members shall not be able to vote or hold office in TSTA-R

- Section 2: Unified Membership
TSTA-R/NEA-R membership is unified. Upon the payment of membership dues, members shall belong to TSTA-R, NEA-R and the region/local TSTA-R affiliate, if available.
- Section 3: Non-Discrimination
Membership shall not be denied to individuals on the basis of race, creed, national origin, sexual preference, or marital status.
- Section 4: Rights and Responsibilities
- A. Active members shall be entitled to all the rights, privileges and responsibilities conferred by this document, or conferred by the Board of Directors including the eligibility to:
1. Vote
 2. Hold elected or appointed positions
 3. Attend meetings of the Board of Directors
 4. Attend the Annual Meeting of the Association
 5. Receive any official publication of the Association
 6. Run for a delegate position to the TSTA House of Delegates
 7. Run for a delegate position to the NEA-Representatives
 8. Choose to affiliate with only one region.
- B. Associate Members shall not be eligible to vote or hold office in the Association.
- Section 5: Due Process
- A. No member may be censured, suspended, or expelled from membership without the right to due process hearing, which shall also include the right to appellate review.
- B. No officer shall be impeached or removed without due process.

Article IV – Pre-Retired Subscriber

- Section 1: Eligibility
Members of the TSTA shall be eligible to become Pre-retired Subscribers.
- Section 2: Rights and Responsibilities
Pre-retired Subscribers shall be eligible to receive benefits and services of the TSTA as authorized by the TSTA Board of Directors. Upon retirement, a pre retired subscriber shall become an active TSTA-R member and have the rights as listed in Article III, Section 4, A, Rights and Responsibilities.

Article V – Dues and Finances

- Section 1: Dues

- A. Members shall pay dues as set forth by the Association, which shall include TSTA-R and NEA-R dues.
- B. Collection of dues shall be in accordance with Association policies.
- C. The dues structure may be subject to change by the TSTA-R Annual Meeting attendees.
- D. The Association's fiscal and membership years shall be September 1 through August 31.

Section 2: Lifetime Dues
Lifetime dues receipts shall be deposited in a special purpose interest-bearing account.

Section 3: Income
Income for TSTA-R programs shall be derived from annual dues and a portion of the interest from the lifetime account.

Article VI – Officers and Their Duties

Section 1: The Officers of this Association shall be President, Vice President, Secretary, Treasurer, and Immediate Past President. The President, Vice President, Secretary and Treasurer shall be elected for a term of three years. The number of consecutive years of services for all officers shall be limited to two elected terms to the same office. A state officer shall not serve as a regional director.

Section 2: The President shall call regular and special meetings of the Board of Directors and shall preside at said meetings. The President shall appoint, with the advice and consent of the Board of Directors, members of all standing committees: Budget, Bylaws and Elections and Audit, as well as Vice President, Secretary, and Treasurer, should those offices become vacant, unless otherwise provided. The President shall be an ex-officio member of all committees. The President shall present to the Board of Directors programs for their approval and shall seek Board assistance in implementation of such programs. The President shall make recommendations to the TSTA President for retired representation on the Legislative Committee, PAC Committee and other TSTA Standing Committees. The President shall serve as the representative on the TSTA Board of Directors. The President of TSTA-R shall also be a delegate to the NEA-RA and serve as a voting representative at the NEA-Retired Annual Meeting.

Section 3: The Vice President shall preside at the meetings in the absence of the President and shall have all the powers and perform all the duties of the President at that time. The Vice President shall succeed to the office of President at any time the office of President becomes vacant. The Vice President shall act as the organizing agent in preparing for planned Conferences. The Vice President shall assist the regional directors and local Presidents in membership promotion and in the formation of and development of locals. The Vice President shall serve as the alternate representative on the TSTA Board of Directors.

Section 4: The Secretary shall maintain and record the minutes of all Board of Directors Meetings and Annual Meetings. The Secretary shall submit minutes to the President no later than

30 days after the meeting. The Secretary shall submit an updated list of officers and bylaws annually to TSTA and NEA-R by June 1. The Secretary shall make a report to the TSTA-R Annual Meeting.

Section 5: The Treasurer shall chair the Budget Committee and shall act as the agent and record keeper for fundraising activities. The Treasurer shall maintain appropriate records and make a report to the TSTA-R annual meeting.

Section 6: An officer who is unable to attend a meeting must notify the president or the Staff Secretary prior to the date of the meeting. Officers must attend at least fifty percent (50%) of all meetings. Failure to comply with this requirement will result in the appointment of a new officer, approved by the board, to fill the vacancy until an election is held.

Section 7: Officers shall assume office on July 15 following election.

Article VII –Executive Committee, Board of Directors and Executive Director

Section 1: The Executive Committee
The President, Vice President, Secretary, Treasurer and Immediate Past President shall serve as the Executive Committee. The Executive Committee shall meet prior to each Board of Directors meeting and at other times as deemed necessary.

Section 2: Duties of the Executive Committee

- A. The Executive Committee shall receive reports and recommendations regarding the programs of the TSTA-R and may make recommendations to the Board of Directors regarding the general operation and implementation of programs and services.
- B. The Executive Committee shall assume other duties as may be designated by the President or the Board of Directors.
- C. The Executive Committee shall adopt policies necessary to implement these Bylaws and mandates of the Annual Meeting attendees.
- D. The Executive Committee shall be authorized to meet by telephone conference or through other electronic communications media so long as all members can simultaneously hear each other and participate during the meeting.
- E. The Executive Committee shall conduct business through the use of mail ballot and/or electronic balloting or other forms of distance balloting as determined by the President between meetings.

Section 3: The Board of Directors shall be composed of the elected officers, the immediate past president, and the Regional Directors. The non-voting ex-officio members are the TSTA-R representatives serving as members of the TSTA Legislative Committee, Political Advocacy Committee, the Credentials, Bylaws and Elections Committee, the TSTA-R Staff Liaison, and the TSTA Executive Director. In addition, NEA-R Officers, NEA-R Advisory Council members and NEA Resolutions committee members residing

in Texas and elected by NEA-R members are included in the nonvoting ex-officio category.

Section 4: Duties of the Board of Directors

- A. Divide the state into regions.
- B. Approve appointments of vacancies for the office of Vice President, Secretary, and Treasurer.
- C. Confer honorary membership.
- D. Approve committee appointments.
- E. Establish financial policies of the Association, including the development of an annual planned activity budget.
- F. Develop, in consultation with TSTA, an adequate program of governance activities, training and calendar of events, approve membership program and projects, and assist in their implementation.
- G. Work with TSTA to develop legislative priorities.
- H. Authorized to meet by telephone or through other electronic communications media so long as all members can hear each other and participate during the meeting.
- I. Conduct business through the use of mail ballot and/or electronic balloting or other forms of distance balloting as determined by the President between meetings.
- J. Unless members indicate otherwise to the TSTA-R President, all communications required in these bylaws, including the meeting notices, may be sent electronically. Minutes shall be taken and approved at the next meeting of the Board of Directors.

Section 5: Executive Director

The Executive Director of TSTA or his/her designee shall be the chief executive officer of TSTA-R, be responsible for the effectuation of all policies of the Board, be an ex-officio member of all committees, be invited to attend all meetings of members and the Board.

Article VIII – Committees

Section 1: Standing Committees

- A. The Association shall have the following committees: Budget, Bylaws and Elections and Audit. The president, with the approval of the Board of Directors shall appoint all committees.
- B. Standing committees shall develop a plan of work and procedures

Section 2: Budget Committee

- A. The committee shall be composed of the treasurer, as chairperson and two (2) members appointed by the president.
- B. The committee shall present a budget for approval to the Board of Directors at the September Board of Directors meeting.

- Section 3: Bylaws and Elections Committee
- A. The committee shall be composed of a chairperson and two (2) members appointed by the president.
 - B. The committee shall receive all amendments to these Bylaws and put them in the proper form for submission to the Board of Directors and the Annual Meeting attendees.
 - C. The committee shall oversee the mailing of paper ballots and the transmittal of electronic ballots to certified members in various membership groups for the TSTA-Retired Officer Election, the TSTA-Retired Delegate Election and the NEA-R Delegate Election.
 - D. The committee shall receive mailed ballots as secured by the TSTA staff and the electronic ballot election report prepared and secured by the TSTA staff.
 - E. The committee shall oversee the canvassing of all ballots and make a written report to the TSTA-R President and the TSTA Executive Director.

- Section 4: Audit Committee
- A. The Audit Committee shall be composed of a chairperson and two (2) members appointed by the president.
 - B. The committee shall audit the books of the Association including, but not limited to monies collected through fundraising and money collected by dues.

Section 5: Special Committees
The TSTA-R President, Board of Directors or from the Annual Meeting actions, may initiate Special Committees.

Article IX - Regions and Locals – Their Power and Duties

- Section 1: Regions shall be established by the TSTA-R Board of Directors and shall be an intermediate governance unit of TSTA-R. The TSTA-R Board of Directors shall approve regional constitutions.
- A. The regions shall adopt bylaws, which shall provide for open nominations and for the election of officers.
 - B. The region shall take any other action that is consistent with these Bylaws.
 - C. The region shall have the same membership year and fiscal year as TSTA.
 - D. Regions must meet the TSTA affiliation standards and must submit all documentation.

Section 2: Locals may be established by the active membership within a region, provided no local have fewer than ten members nor be smaller than one corresponding school district. Locals shall have the responsibility for implementing the policies of the Association. A local president will have representation on its region board of directors. Locals must meet the TSTA affiliation standards and must submit all documentation annually to TSTA-R by June 1.

Article X --Regional Directors

- Section 1: The TSTA-R members in each region shall elect a regional director and alternate regional directors for a three-year term. They must be active members of TSTA-R/NEA-R. The number of consecutive years of service for regional directors shall be limited to two elected terms or until their successors are elected. A regional director shall not serve as a TSTA-R officer.
- Section 2: Each regional director shall serve as a voting member of the TSTA-R Board of Directors.
- Section 3: Each regional director should prepare and present a written report for each meeting of the Board of Directors.
- Section 4: A regional director who is unable to attend a meeting of the Board must notify the President and/or the Staff Secretary prior to the date of the meeting. Regional directors must attend at least fifty percent (50%) of all meetings. Failure to comply with this requirement will result in the appointment of a new regional director.
- Section 5: The regional directors shall work with the Vice President in promoting membership, developing programs, and promoting services.
- Section 6: The alternate regional director shall assist the regional director and shall serve in the absence of the regional director.
- Section 7: If minority representation is inadequate as defined by TSTA, an election shall be held at the TSTA-R Annual Meeting to elect the balance of ethnic minorities necessary.

2016-2019	Regions 2 and 4
2017-2020	Regions 1 and 3
2018	No Regional Directors Election
2019-2022	Regions 2 and 4
2020-2023	Regions 1 and 3
2021	No Regional Director Election

Article XI - Delegates to TSTA House of Delegates/NEA Representative Assembly

- Section 1: The TSTA-R delegates to the TSTA House of Delegates shall be elected in accordance with TSTA requirements.
- Section 2: TSTA-R delegates to the NEA-RA shall be elected in accordance with NEA requirements.
- Section 3: By virtue of election, the TSTA-R President shall serve as delegate to the NEA R Annual Meeting and the NEA-RA.

Article XII - Nominations and Elections

Section 1: TSTA-R officers shall be nominated by TSTA-R members through the same nominating procedures used by TSTA. Balloting shall be an all member ballot. Ballots may be electronic and/or printed ballots. Ballots shall be canvassed and certified by the TSTA-R Bylaws and Elections Committee. A majority vote is necessary for election. If the first ballot does not result in an election for an office, a second ballot shall be taken on the two candidates receiving the highest number of votes. In the event there is only one candidate for a position, secret balloting may be waived and the candidate declared elected.

Section 2: The officers of this Association shall be President, Vice President, Secretary, Treasurer and Immediate Past President. The President, Vice president, Secretary and Treasurer shall be elected for a term of three years. The number of consecutive years of services for all officers shall be limited to two elected terms to the same office.

Transition Proviso: Terms already served in an office will count against the term limit.

This transition proviso and the Election cycle below shall no longer be included as part of TSTA-R Bylaws for any printing of bylaws for the 2020-2021 year or thereafter and shall no longer be a part of these bylaws.

Proviso: Election cycle for officers:

2015-2018	President and Vice President
2016-2019	Secretary and Treasurer
2017	No officer election
2018-2021	President and Vice President
2019-2022	Secretary and Treasurer
2020	No officer election

Section 3: The election of officers and TSTA-R delegate representatives shall be conducted between February and May of each election year. In the event no candidate files for President, Vice President, Secretary or Treasurer, the certified member attending the Annual Meeting shall elect the President and/or Vice President or Secretary and/or Treasurer using open nominations and secret ballot. In the event there is only one candidate for a position, secret balloting may be waived, and the candidate declared elected.

Section 4: The election results shall be published in an official publication of the Association.

Section 5: Vacancies

- A. A vacancy in the position of President shall be filled by the Vice President until the next general election is held.
- B. A vacancy in the position of Vice President, Secretary or Treasurer shall be filled by an appointment of the President with the approval of the Board of Directors. The appointee shall serve out the remainder of the un-expired term.
- C. The duly elected alternate shall fill a vacancy in the position of NEA-R delegate. The alternate shall serve out the remainder of the un-expired term.

Article XIII - Annual Meeting

- Section 1: There shall be an Annual Meeting.
- Section 2: The attending members of the Annual Meeting shall propose and adopt amendments to the Association bylaws and consider all other business it deems necessary.
- Section 3: All TSTA-R active members in attendance shall be certified as voting members of the TSTA-R Annual Meeting.
- Section 4: Pre-retired Subscribers will be treated as observers without the right to vote but may otherwise participate in the proceedings according to Robert's Rules of Order Revised.
- Section 5: Meetings and Place
The Board of Directors shall determine the time and place of the Annual Meeting. Notice of the Annual Meeting shall be in an official publication at least ninety (90) days prior to the date of the meeting. Such notice shall include the time, place and date of the meeting.
- Section 6: Quorum
A quorum shall be a simple majority of the certified members.

Article XIV – Parliamentary Authority and Definitions

- Section 1. Authority
Roberts Rule of Order Newly Revised shall be the Authority on all questions of procedures not specified in the Bylaws.
- Section 2. Definitions
- A. Pre-Retired Subscriber.
Any person in a TSTA membership category is eligible to pay the Pre-retired subscription fee, prior to retiring. Once the subscriber retires, the scriber shall contact TSTA in writing to request activation from Active Member to Retired Member. The pre-retired subscriber will have all membership rights as listed in Article III, Section 4.
 - B. Member.
A person who meets the membership guidelines by initiating the payment of Retired Annual Dues or Retired Life Dues having the right to full participation in its proceedings. The member has the right to make motions, to speak and debate on them, and vote
 - C. Certified Member.

A member attending the Annual Meeting whose membership is verified, meets the registration guidelines and signing the list of registration is credentialed as a Certified Member.

D. The Convention (Annual Meeting)

It is an assembly of certified members, normally for one session only.

E. The Voting Membership.

The voting membership of a convention consists of persons who hold proper credentials, which must be certified and reported to the Annual Meeting by its Credentials Committee.

Article XV - Amendments and Revisions

Section 1: Amendments and revisions to these bylaws may be made at the Annual Meeting provided a quorum of certified members is present and that such amendments and revisions are approved by a two-thirds (2/3) majority of those certified delegates present and voting.

Section 2: Proposed amendment and/or revisions must be in writing and must be presented to the Board of Directors at least sixty (60) days prior to the annual meeting.

Section 3: The Board of Directors may initiate amendments and revisions. They shall present all proposals at the Annual Meeting with or without Board recommendations.

Section 4: Effective Date

Amendments to these bylaws adopted at the annual meeting shall take effect on September 1 following their adoptions, or as soon thereafter as the Board of Directors can set up guidelines to make the changes proposed in the amendments.

Amended

April 2008
April 2009 - Houston
April 15, 2010 - San Marcos
April 13, 2011 - El Paso
April 10, 2013 - Houston
April 9, 2014 - San Marcos

April 27, 2016 - Austin
April 18, 2018 - San Marcos
April 24, 2019 - Frisco