

TSTA Region 15 Bylaws

ARTICLE I REGION NAME

The name of this organization shall be Region 15 of the Texas State Teachers Association(TSTA), hereafter known as the association.

ARTICLE II PURPOSE

The association shall, in consultation with TSTA, develop programs and a program delivery system that assists local affiliates in promoting membership, communication, cooperation, and leadership development; make recommendations to the TSTA President, the state Board of Directors, the TSTA standing and special committees and the TSTA House of Delegates; encourage the activities of the Texas Future Teachers of America and the TSTA Aspiring Educators; hold a regional House of Delegates annually; develop in consultation with TSTA an adequate program of governance activities, training and calendar of events; take any other action consistent with the TSTA Bylaws; and not oppose, outside the Association's policy-making process, any policy or program of TSTA.

ARTICLE III MEMBERSHIP

Section 1. Membership

The membership in this Association shall consist of the members within the geographical boundaries set for the Region by the TSTA Board of Directors. The membership classes shall be those defined in Article III, Section 2 of the TSTA Bylaws.

Section 2. Fiscal and Membership Year

The fiscal and membership year shall be from September 1 to August 31.

ARTICLE IV OFFICERS

Section 1. Officers

The officers of this Association shall consist of a President who shall serve as the State Board of Directors member, a Vice President who shall also serve as the alternate State Board of Directors member, a Secretary, and a Treasurer. All officers shall be elected to a three-year term and shall not serve more than six years (two terms) in the same office.

Section 2. Elections

- A. All officers shall be elected by the House of Delegates and shall take office on July 15.
- B. The President and Vice President shall be elected in the same year beginning with the 2018 HOD. *The election for Vice President shall be at the 2017 HOD, and will be for a one-year transitional term. A three-year term will start at the 2019 HOD for Secretary and Treasurer.
*Transitional terms will not count toward term limits.

Section 3. President

A. Qualifications

The qualifications for President are: be actively engaged in the education profession within the state at the time of the election; have held active, ESP, or Life membership in TSTA for at least three consecutive years preceding election; be employed as a non-supervisory member; be employed within the Region; and maintain membership status and educational position within TSTA during the term of office.

B. Duties

The President shall:

1. Plan and preside at all meetings of the TSTA Region 15 Board of Directors and Regional House of Delegates;

2. With the approval of the TSTA Region 15 Board of Directors, appoint all standing committees, special committees, and task forces;
3. Serve ex-officio with a vote on all standing and special committees;
4. Approve all communications sent out in the name of the Association;
5. Co-sign all checks with the Treasurer;
6. Serve as the TSTA Board of Directors member;
7. Submit by Aug. 1 annually a list of officers, updated bylaws and/or constitution, as well as all compliance documents.

C. Majority Minority Regions

If a Region is majority minority and does not elect a minority Regional President for four consecutive years, then the region shall elect a minority Regional President at its next House of Delegates.

Section 4. Vice President

A. Qualifications

The qualifications for Vice President are: be actively engaged in the education profession within the state at the time of the election; have held active, ESP, or Life membership in TSTA for at least three consecutive years preceding election; be employed as a non-supervisory member; be employed within the Region; and maintain membership status and educational position within TSTA during the term of office.

B. Duties

The Vice President shall:

1. Preside in the absence of the President;
2. Be responsible for planning the Regional House of Delegates;
3. Be the alternate to the TSTA Board of Directors;
4. Succeed to the office of President upon the death or resignation of the President;
5. Coordinate the Regional Association Representative Training; and

6. Serve as liaison to TSTA-R and TSTA Aspiring Educators organizations.

Section 5. Secretary

A. Duties

The Secretary shall;

1. Be responsible for sending notification of all meetings to the TSTA Region 15 Board of Directors;
2. Keep records of all meetings of the TSTA Region 15 Board of Directors and House of Delegates; and
3. Send a copy of the minutes to all members of the TSTA Region 15 Board of Directors and the TSTA Organizing Center for Affiliate and Leadership Development after each meeting.

Section 6. Treasurer

A. Duties

The Treasurer shall:

1. Be chair of the Budget Committee;
2. Keep an accurate account of all receipts and disbursements for the district treasury;
3. Make a report at all TSTA Region 15 Board of Directors meetings and the House of Delegates;
4. Cooperate fully with the Audit Committee; and
5. Co-sign all checks with the President.

Section 7. Vacancies

Vacancies in the office of President and Vice President shall be filled in accordance with TSTA Bylaws Article VII, Section 5, C, D, and E. All other vacancies shall be filled by election by the TSTA Region 15 Board of Directors until the next House of Delegates.

ARTICLE V
TSTA REGION 15 BOARD OF DIRECTORS

Section 1. Composition

The TSTA Region 15 Board of Directors shall be composed of elected regional officers, regional local presidents, including as ex-officio members without a vote the presidents of TSTA-R, TSTA Aspiring Educators, and TFA locals, additional local representative(s) for each additional 200 members or major fraction thereof, and at-large members as needed. Each local that receives additional representatives shall establish procedures for electing them. The TSTA Region 15 Board of Directors shall meet at least five (5) times a year. Emergency meetings may be called by the President, by request of a majority of the TSTA Region 15 Board of Directors, or by petition of 10% of the membership.

Section 2. Duties

The TSTA Region 15 Board of Directors shall:

1. Approve the budget by August 1;
2. Attend to the business of the Association in the interval between annual meetings of the House of Delegates;
3. Carry out the programs and policies of the House of Delegates;
4. Receive, approve, or modify all reports from standing and special committees;
5. Approve members of all committees;
6. Approve the time and place of the House of Delegates;
7. Approve the Regional Grant proposals for submission to TSTA;
8. Develop and evaluate the Region's Program Plan;
9. Assist locals in obtaining and coordinating leadership training programs;
10. Coordinate and assist local membership promotion efforts; and
11. Organize for effective political action.

Section 3. Vacancies from Office

Each local shall develop its own election procedure for filling its vacant positions on the TSTA Region 15 Board of Directors. At-large member vacancies shall be filled through election by the TSTA Region 15 Board of Directors until the next House of Delegates.

Section 4. Absences of Regional Board Members

For any TSTA Region 15 Board of Directors meeting that a Board member misses, he or she, either prior to the meeting or within 10 calendar days (based on the postmark if mailed or timestamp if emailed) following the regional Board meeting, shall notify the TSTA Region 15 President in writing of the reasons for missing the session. Failure to provide such notification within 10 calendar days shall cause the absence to be considered unexcused, except for any meeting attended by an alternate Board member. The regional Board member must notify the TSTA Region 15 President in writing of the name of the alternate Board member prior to the beginning of the regional Board meeting.

Section 5. Review of Absences by the TSTA Region 15 Executive Committee

The TSTA Region 15 Executive Committee (consisting of the elected regional president, vice-president, secretary, and treasurer) shall, at each appropriate meeting, review the attendance at the previous TSTA Region 15 Board of Directors meeting and the reasons offered by regional Board members for missing such meeting. For each absence by a regional Board member, the TSTA Region 15 Executive Committee shall determine whether the absence was excused or unexcused. In making the determination, the TSTA Region 15 Executive Committee shall consider reasons such as personal illness, illness or death in the immediate family, school district obligations, military service (including reserves) and other association commitments and may consider such other reasons as it deems appropriate. At the first regional Board meeting following a TSTA Region 15 Executive Committee meeting, the TSTA Region 15 Executive Committee

shall report to the regional Board for inclusion in the Board minutes all such absences and whether they were excused or unexcused.

Section 6. Removal from Office

Members of the TSTA Region 15 Board of Directors who are absent from three scheduled meetings annually for unexcused reasons as determined by the TSTA Region 15 Executive Committee, or members of the TSTA Region 15 Board of Directors who work actively for a competing organization, shall be removed from office. He/she shall have the right to appeal the decision to the Regional Hearing Committee who shall have the final authority. The Region 15 President and/or Region 15 Vice President can only be removed from office by the TSTA Hearing Committee.

Section 7. Quorum

A quorum of the TSTA Region 15 Board of Directors shall consist of a majority of its members.

Section 8. Proportional Representation

The TSTA Region 15 Board of Directors shall guarantee ethnic-minority representation at least proportionate to its ethnic-minority membership and provide for proportional representation between non-supervisory and supervisory members. If at the first meeting of the year, the TSTA Region 15 Board of Directors is out of compliance with the proportional representational requirement, then at-large members shall be appointed to one-year terms to bring the TSTA Region 15 Board of Directors into compliance.

Section 9. Weighted Vote

The TSTA Region 15 Board of Directors shall utilize the weighted vote process upon request by a member of the TSTA Region 15 Board of Directors to implement the one-person/one-vote standard.

Section 10. Subcommittees of the TSTA Region 15 Board of Directors

A. Program and Budget

The Program and Budget Committee shall be composed of the President, the Vice President, four members appointed from the TSTA Region 15 Board of Directors by the President and approved by the TSTA Region 15 Board of Directors, and the Treasurer who shall be chair.

1. The function of the Program and Budget Committee shall be to: prepare a program budget, to receive proposed amendments to the budget during the year, and to make recommendations to the TSTA Region 15 Board of Directors.

B. Other Subcommittees

The TSTA Region 15 Board of Directors may divide itself into other subcommittees as necessary.

ARTICLE VI COMMITTEES

Section 1. Committees

There shall be the following standing committees: Audit and Hearing. All committees shall be appointed by the President with the approval of the TSTA Region 15 Board of Directors except the Audit Committee, which shall be elected by the Regional House of Delegates.

A. Composition

1. The Audit Committee shall be composed of five members elected by the House of Delegates. No member of the TSTA Region 15 Board of Directors may run for a position on the Audit Committee. The President shall appoint a chair from the winning candidates.
2. All other committees shall be composed of no less than three members.

B. Purposes

1. The Audit Committee shall submit an audit report covering all receipts and disbursements beginning September 1st and ending August 31st of the current year to the TSTA Region 15 Board of Directors. In addition, a copy of the audit report must be transmitted to TSTA by October 31st of each year.
2. The Hearing Committee shall hear charges against the officers, TSTA Region 15 Board of Directors members, or individual members of the Association.
3. Any other committees shall coordinate programs and activities to meet the needs of the members of the region.

Section 2. Task Forces

Other task forces may be initiated by the President, TSTA Region 15 Board of Directors, or House of Delegates (e.g. convention, credentials, elections).

ARTICLE VI HOUSE OF DELEGATES

Section 1. Composition

The composition of the Regional House of Delegates is stipulated in the TSTA Bylaws Article IV, Section 2, D, 1. The ratio for local delegates shall be one delegate for each twenty-five (25) member or major fraction thereof. Locals of less than twenty-five (25) members shall cluster with other local associations in the region. The election and seating of delegates to the Regional House of Delegates shall be conducted according to TSTA Board of Directors Policy EP-4.

Section 2. Purposes

The Regional House of Delegates shall:

1. Adopt regional bylaws/standing rules amendments;
2. Elect regional officers;
3. Receive reports and act on recommendations of the officers, TSTA Region 15 Board of Directors, and other committees;
4. Act as the highest decision-making body of the region except when the TSTA Bylaws give exclusive powers to the officers or the TSTA Region 15 Board of Directors;
5. Elect the Audit Committee

Section 3. Rules of Procedure

All elections must be conducted by open nominations and secret ballot. The House of Delegates shall have the authority to make its own rules of procedure in the conduct of its business, and when

otherwise not provided, *Robert's Rules of Order, Newly Revised* shall govern parliamentary procedure.

Section 4. Quorum

A quorum shall consist of a majority of the delegates.

Section 5. Limitation of Authority

Any act either by the TSTA Region 15 Board of Directors or House of Delegates in conflict with the constitution, bylaws, or policies of TSTA or NEA shall be null and void.

ARTICLE VIII DUE PROCESS

The Association shall guarantee that no member will be censured, suspended, expelled, or impeached without a due process procedure, which shall include an appellate procedure.

ARTICLE IX PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised shall be the authority on all questions of procedure not specified in the Bylaws and Standing Rules.

ARTICLE X AMENDMENT PROCESS

These Bylaws may be amended by two-thirds (2/3) vote of those present and voting at any meeting of the House of Delegates.